

## **SALTASH TOWN COUNCIL**

### **Minutes of the Meeting of Saltash Town Council held on the Virtual Zoom Platform on Thursday 1st April 2021 at 7.00 pm.**

**PRESENT:** Councillors: R Bickford, R Bullock, J Dent, S Gillies, S Martin, S Miller, J Peggs, B Phillips, A Pinckney, J Rance (Vice-Chairman), B Samuels, P Samuels (Chairman) and D Yates.

**ALSO PRESENT:** 4 Members of the Public, Reverend Prebendary B Anderson, H Frank (Cornwall Council) and S Tamlin (Cornwall Council), S Burrows (Assistant Town Clerk), S Emmett (Finance Officer) and D Joyce (Administration Officer).

**APOLOGIES:** G Challen, M Fox and S Lennox-Boyd.

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#### **1/21/22 ANNOUNCEMENTS:**

The Chairman confirmed that all present could hear the proceedings.

The Chairman confirmed all persons present.

The Chairman confirmed the meeting was quorate.

The Chairman informed all attendees of the procedure for the meeting.

The Chairman reminded Members of the Pre-election period and requested Members be mindful of The Law and the Code as it conducts its business at this evening's meeting.

The Chairman informed Members of the absence of the Town Clerk due to health reasons. The council wish him a speedy recovery.

In the absence of the Town Clerk the Assistant Town Clerk is in attendance and will be clerking this evening's Full Town Council meeting.

#### **2/21/22 PRAYERS**

Reverend Prebendary Brian Anderson led prayers.

**3/21/22      DECLARATIONS OF INTEREST**

a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.

None.

b. Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

**4/21/22      MONTHLY CRIME FIGURES**

It was **RESOLVED** to note.

**5/21/22      REPORT BY COMMUNITY ENTERPRISES PL12**

No report.

**6/21/22      CNP REPORT FOR NOTING OR MATTERS ARISING**

No report.

**7/21/22      CNP ACTION POINTS FOR REPORTS**

No actions.

**8/21/22      TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH**

Councillor Miller briefed Members of an additional meeting held since the report was distributed and informed Members of updates.

It was **RESOLVED** to note.

**9/21/22      TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

None.

**10/21/22**      **QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL**

Two members of the public submitted questions to planning application **PA21/01757** both against the application.

The Chairman informed Members of questions received in relation to agenda item 20a – Applications for consideration: **PA21/01757** and that they would be received under agenda item 20a.

The Chairman announced that the next item of business to be received is agenda item 20a - Planning Application **PA21/01757**.

**11/21/22**      **PLANNING:**

a. Applications for consideration:

**PA21/01757**

c/o agent Barratt David Wilson (Exeter) Ltd - **Land At Broadmoor Farm Stoketon Cornwall**

Reserved matters application for Phase 1, which comprises: the construction of 387 dwellings, public open space, landscape planting, pedestrian, cycle and vehicular links, 1 substation and one governor and associated infrastructure. (Details following outline application PA14/02447 dated 13.10.2017) Resubmission of application no. PA19/08297 dated 09/04/20.

**Ward: North**

Public Questions:

1. Considering the various amounts, percentages and stages of payments proposed, do the various members of the town council consider the funding proposed as part of this development meets the town's needs adequately and at a sufficiently early stage in the development that the additional houses proposed will not unduly overload existing resources?

Councillor Dent advised this question would not be able to be taken at this evening's meeting due to it being outside the remit of the current application to be received and will be answered separately in due course.

2. Considering the traffic impact of the retail development on Gilston Road, do the various members of the Town Council consider that the spine road proposals onto the A388 are sufficient not to cause congestion problems on the A388 and the Main A38 Carkeel Roundabout? As is currently the case to the South of Carkeel Roundabout. This in particular given that the 2nd road junction onto the A38 is not due to be completed until much later in the development.

Councillor Dent advised this question would not be able to be taken at this evening's meeting due to it being outside the remit of the current application to be received and will be answered separately in due course.

3. Do the various members of the Town Council consider that the size and locations of the proposed green spaces on the development, are acceptable as proposed? This in particular considering that the large green space (incorporating the play area) is situated on land with historical drainage issues and the other smaller green area being on the periphery of the northern area of stage 1, immediately adjacent to a very busy road (the A388) where traffic rarely observes the existing 30mph speed restriction. The largest part of the stage 1 phase to the south containing no green areas at all.

Councillor Dent stated that the question relating to the green space available can be addressed under this current application as a reserved matter within Phase 1.

4. As a resident of Carkeel Barns and as such surrounding neighbours will be the people who are effected most if the development goes ahead. Meetings with developers have promised all sorts of things from a 10 meter buffer zone around the perimeter of Carkeel Barns to an Access road with traffic lights while the development is underway. Over the years the residents have met with a few developers but want to be sure that access during the build will be available and that residents are not inconvenienced. Up to now when there has been a digger delivered the drive way is blocked and this is our only entrance and exit.

Councillor Dent stated that the perimeter road to Carkeel Barns can be further considered under this current application.

Members discussed the application **PA21/01757**.

It was proposed by Councillor B Samuels, seconded by Councillor Rance and **RESOLVED** to refuse the application for construction of 387 dwellings due to:

1. The construction is over-dense especially in the central triangular area leading to an appearance of overdevelopment. There are only a few very small green spaces which are not sufficient for children's play areas. We would suggest the number of houses be cut back to a third of the overall number, 333 allowing a further spacing of houses.

2. The application, being urban in design, is not in keeping with the semi-rural area which is a Cornish site at the gateway to Cornwall. More Cornish stone and much lower pitch to the roofs would be more in keeping.
3. The current transport plan and parking lot should be in place before construction to ensure the existing houses are not inconvenienced throughout the development, especially the access road to Carkeel Barns.
4. Biodiversity in all areas of the construction development must be further considered. More trees needed across the site. The oak tree at the entrance to Carkeel Barns is to remain in situ.
5. The spring that runs through the play park to be further considered and dealt with correctly to avoid it being as marshy as it is at present
6. There is a lack of sustainably constructed housing and an ability of charge for electric cars.

12/21/22

**TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 4TH MARCH 2021 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website.

It was proposed by Councillor P Samuels, seconded by Councillor Rance and **RESOLVED** that the minutes of the Full Town Council Meeting held on Thursday 4<sup>th</sup> March 2021 were confirmed as a true and correct record.

The minutes will be signed upon the return to the Guildhall and made available upon request.

13/21/22

**FINANCE:**

- a. To advise the following receipts in:
  - i. February 2021

It was **RESOLVED** to note.

- b. To advise the following payments in:
  - ii. February 2021

It was **RESOLVED** to note.

- c. Urgent and essential works actioned by the Clerk under Financial Regulations.

None.

- d. To note that bank reconciliations up to 28<sup>th</sup> February 2021 were reviewed as correct by the Chairman of Policy and Finance Committee and the Town Clerk.

Due to the Town Clerk's absence it was proposed by Councillor P Samuels, seconded by Councillor Rance and **RESOLVED** to defer to The Annual Meeting of Saltash Town Council to be held on Thursday 20<sup>th</sup> May 2021.

- e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy and Finance in line with the Council's Financial Regulations. It was noted that there are no discrepancies to report.

It was **RESOLVED** to note.

**14/21/22 TO RATIFY THE COVID-19 DELEGATED DECISION REGISTER:**

<b>Ref Nr.</b>	<b>Details</b>	<b>Decision Agreed</b>	<b>Committee</b>	<b>Sub Committee</b>
STC90	Procurement of an additional office phone and power pack (including distribution) for the Administration Department	APPROVED	P&F	N/A
STC91	Reinstatement of library overdue fees as of September 2021	APPROVED	SERVICES	LIBRARY

It was proposed by Councillor P Samuels, seconded by Councillor Dent and **RESOLVED** to ratify the Covid-19 Delegated Decision Register.

**15/21/22 CORRESPONDENCE:**

- a. Tamar Bridge Crossings - Tamar Bridge Resurfacing Project

It was **RESOLVED** to note.

- b. BT Consultation Review – PC01 Lower Fore Street Phone Box

Councillor Yates asked if the calls had been monitored throughout the Covid-19 isolation period. The Assistant Town Clerk to pose the question to the Community Link Officer for further information.

It was proposed by Councillor J Rance, seconded by Councillor Pinckney and **RESOLVED** to object due to the phone box residing in an essential and prominent safety position with regard to the very well-used bus stop and taxi rank for residents and visitors of the town.

**16/21/22 TO CONSIDER COVID-19 UPDATES**

No further updates.

**17/21/22**      **TO RECEIVE THE UPDATED STC SERVICES AND OPERATIONAL RECOVERY REPORT**

Councillor B Samuels informed Members of the changes to the report as follows:

1. Members to consider staff to continue working from home until 21<sup>st</sup> June 2021.
2. To consider the purchase of sufficient protective clear screens to be installed to all desks to future proof safe working practices.
3. Members to consider relocation of staff desks to accommodate the Annual Town Meeting to be held in the Guildhall (Long Room) on 20<sup>th</sup> May and any future face to face council meetings should the legislation not support continued online council meetings.

It was proposed by Councillor B Samuels, seconded by Councillor Rance and **RESOLVED** to approve the updated report subject to further Government Guidance as and when received.

Lateral flow testing to be further considered at a future Personnel Committee Meeting.

**18/21/22**      **TO RECEIVE A REPORT AND ANY UPDATES TO THE FORE STREET REOPENING ACTION PLAN**

Councillor Peggs updated Members on the Fore Street reopening action plan and areas for consideration:

1. To change the message on the two large banners one at the top and one at the bottom of Fore St to reinforce the message ready for the start of the reopening. The existing triangle banners situated on the trees and posts to remain.
2. To replace the existing mobile hand sanitisers with fixed units on the crossings with clear visible signs and utilise the existing units for future events in the town.

Councillor Peggs informed Members that current funding has been extended until the end of June 2021 and all costings will be allocated under the reopening of the High Street Funds.

It was proposed by Councillor Peggs, seconded by Councillor B Samuels and **RESOLVED** to approve.

The Chairman announced a five-minute break. The meeting reconvened at 8:25 p.m.



**19/21/22**      **TO RECEIVE, CONSIDER AND APPROVE THE COMPLETED FINAL DRAFT APPLICATION FOR SUBMISSION OF THE TOWN VITALITY FUNDING APPLICATION**

Councillor Gillies spoke of the slight changes made since the initial draft application was received at last month's Full Council meeting. Councillor Gillies added that the amount of funding being requested is £84,000 to cover the costs of consultation and feasibility reports.

It was proposed by Councillor Martin, seconded by Councillor Peggs and **RESOLVED** to approve and submit the final Town Centre Revitalisation Fund Application to the Vitality Towns at Cornwall Council by the 7<sup>th</sup> April 2021.

**20/21/22**      **PLANNING:**

b. Tree applications/notifications:

**PA21/01008**

Mr Redfern – **14 Ashton Way Saltash PL12 6JE**

Proposed crown lift and reduction T1. And proposal to fell T2.

**Ward: North**

It was proposed by Councillor Dent, seconded by Councillor Phillips and **RESOLVED** to approve subject to the Tree Officers recommendations.

**21/21/22**      **CONSIDERATION OF LICENSE APPLICATIONS: NONE.**

None.

**22/21/22**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was proposed by Councillor P Samuels, seconded by Councillor Bickford and **RESOLVED** that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

The Assistant Town Clerk informed Members that the meeting is now in Part Two and members of the public have been admitted to the waiting room. Due to the meeting being held virtually it was requested that Members raise their hands to confirm there is nobody else in the room with them and that this matter remains confidential.

**22/21/22a** **TO CONSIDER THE OVERALL COST AND SETTLEMENT FIGURE FOR THE STATION PROJECT.**

It was proposed by Councillor Dent, seconded by Councillor Rance and **RESOLVED** to approve the final settlement figure within budget of £715,000.00 and sign off on the project. Contractor to complete final works prior to retention monies being released in September 2021.

**23/21/22** **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was proposed by Councillor P Samuels, seconded by Councillor Rance and **RESOLVED** that the public and press be re-admitted to the meeting.

**24/21/22** **TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

Town Clerk Position

The Chairman advised Members that having sought advice from CALC, the job description of the Assistant Town Clerk allows the position to act up in the absence of the Town Clerk and fulfil the duties and responsibilities therefore the Assistant Town Clerk will assume the duties and responsibilities of the Town Clerk and will be meeting with Members of the Personnel Committee after the bank holiday.

Sustrans Walking and Cycling Map

Councillor Bickford updated Members on correspondence received from ward residents regarding the Active Walking and Cycling Map, produced by Sustrans, carrying the logos of Cornwall Council and Saltash Town Council listed as a 'useful contact' and the concerns raised as it provides incorrect information and contains a number of inaccuracies which need to be addressed.

It was proposed by Councillor Bickford, seconded by Councillor Dent and **RESOLVED** that STC be consulted for further input prior to republishing should there be a reprint of the Active Walking and Cycling map.

**25/21/22** **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

None.

**26/21/22**     **DATE OF NEXT MEETING:**

The Annual Meeting of Saltash Town Council to be held on Thursday  
20<sup>th</sup> May 2021 at 7.00pm

**27/21/22**     **COMMON SEAL:**

It was proposed by Councillor P Samuels, seconded by Councillor J  
Rance and **RESOLVED** that the Common Seal of the Council be  
affixed to all Deeds and Documents necessary to give effect to the  
foregoing Acts and Proceedings.

Rising at: 9.10 pm

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_