



Saltash Town Council

Konsel An Dre Essa



*The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk*

25 June 2021

Dear Councillor

I write to summon you to the **meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 1st July 2021 at 7.00 pm.**

The meeting is open to members of the public and press, however, **please note** due to Covid-19 safe working practices the number of attendees has been reduced significantly, limiting the Guildhall (long room) Covid-19 capacity number of people to 27.

We ask that members of the public and press attending Council meetings **arrive no earlier than 15 minutes prior to the start of the meeting** and consider their own unique circumstances before attending. Please review and adhere to the [Guildhall Risk Assessment together with the Councils Protocol](#) and note that it is not likely to cover all scenarios.

Planning applications can be viewed by Members of the Council prior to the meeting on the Cornwall Council's website www.cornwall.gov.uk. Members of the public may view planning applications during normal working hours of 9:30 a.m. – 4:30 p.m. online at Saltash Library. Any member of the public requiring to put a question to the Town Council must do so 24 hours prior to the meeting by email enquiries@saltash.gov.uk

Yours sincerely,

PP R Lane
Town Clerk
To:

Essa	Tamar	Trematon
R Bickford (Vice-Chairman)	L Challen	S Miller
R Bullock	S Gillies	B Samuels
G Challen	S Martin	G Taylor
A Pinckney	J Peggs	D Yates
Vacancy	P Samuels (Chairman)	

Agenda

1. Health and Safety Announcements
2. Prayers.
3. Apologies.
4. 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.
 - b. Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
5. Chairman's Report (Page 7)
6. Monthly Crime Figures (Pages 8 - 9)
7. Health and safety announcements
8. Report by Community Enterprises PL12
9. CNP report for noting or matters arising (Pages 10 - 16)
10. CNP Action Points for Reports
11. To receive a report on behalf of Safer Saltash
12. To receive a report from Cornwall Councillors (Page 17)
13. To receive a report from Saltash Chamber of Commerce (Page 18)
14. To consider Risk Management reports as may be received
15. Questions - A 15-minute period when members of the public may ask questions of Members of the Council
Please note: Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email.
16. To receive and approve the Minutes of the Full Town Council Meeting held on Thursday 3rd June 2021 and the Extraordinary Full Town Council meeting held on Thursday 24th June 2021 as a true and correct record (Pages 19 - 35)

17. Finance:
 - a. To advise the following receipts in: (Page 36)
 - i. May 2021
 - b. To advise the following payments in: (Pages 37 - 38)
 - ii. May 2021
 - c. Urgent and essential works actioned by the Clerk under Financial Regulations.
 - d. To note that bank reconciliations up to 31st March 2021 were reviewed as correct by the Chairman of Policy & Finance Committee and the Town Clerk.
 - e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Finance in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.
18. To appoint members to the following Committees:
 - a. Joint Burial Board
(Two Vacancies)

(Membership established by separate constitution together with St Stephens PCC – composition of four STC Members).
19. To appoint Members to the following sub committees:
 - a. Property Maintenance
(Three Vacancies)
(Composition of eight Members)
 - b. Station Property
(One vacancy)
(Composition of eight Members)
 - c. Town Centre Vision
(One vacancy)
(Composition of eight members)
 - d. Library
(One vacancy)
(Composition of eight Members)
 - e. Christmas Lights and Town Events
(Three vacancies)
(Composition of eight Members)

20. To appoint Members to the following Working Parties:
 - a. Saltash Team for Youth
(Two vacancies)
(Composition of four Members)
 - b. A38 Working Group
(Four vacancies)
(Composition of four Members)
21. Correspondence.
 - a. 20's Plenty for Cornwall - Global Road Safety Week
(Pursuant to FTC held on 3.06.21 minute nr. 72/21/22f)
 - b. Transforming Cities Fund Workplace Travel Grant Opportunity - Plymouth City Council (Pages 39 - 40)
 - c. Grant Programme Project - Cornwall Council (Pages 41 - 43)
 - d. To consider declaring an A38 Road Safety Emergency - Safe 38 (Pages 44 - 45)
 - e. Sustainable Development Fund - Tamar Valley (Pages 46 - 47)
 - f. Family Support - SMART Schools Trust (Page 48)
 - g. Next Phase - St Barnabas Hospital. (Pages 49 - 50)
 - h. To receive a letter of thanks - Private Secretary to The Queen (Page 51)
 - i. Civic Parade - Saltash Regatta (Page 52)
22. To note and receive the minutes of the following Committees and consider any recommendations:
 - a. Policy and Finance held on 27th May 2021 (Pages 53 - 62)
 - b. Extraordinary Personnel held on 14th June 2021 (Pages 63 - 64)
 - c. Planning and Licensing held on 15th June 2021 (Pages 65 - 70)
23. To consider COVID-19 updates
24. To consider the following S106 Applications:
 - a. Saltash Chamber of Commerce - Saltfest and Christmas Festivals (Pages 71 - 77)
 - b. Saltash Chamber of Commerce - Redemption of up to 2 hours parking charges to car park users by independent retailers in Fore Street (Pages 78 - 82)

25. Planning:

a. Applications for consideration:

PA21/02939

Mr Darren Stansbury – **169 Grassmere Way Saltash PL12 6XF**

Front and rear extensions.

Ward: Tamar

Date received: 09/06/21

Response date: 05/07/21

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QQ7GV RFGMKE00>

PA21/05003

Mr & Mrs D Welch – **4A Longmeadow Road Saltash PL12 6DW**

Householder application for front extensions to provide garage and enlarge bedroom.

Ward: Tamar

Date received: 23/06/21

Response date: 14/07/21

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QSY3G 7FG0JQ00>

b. Tree applications: None.

c. Tree notifications:

PA21/06348

James Waghorn – **Tor House Tor Hill Saltash PL12 4QG**

Removal of T1 (Hawthorn) and T2 (Hazel).

Ward: Trematon

Date received: 22/06/21

Response date: 02/07/21

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QUWDI HFGJ7N00>

26. Consideration of License Applications: (Pages 83 - 99)

Premises Name & Address	Trematon Castle, Castle Hill, Saltash, PL12 4QW
Applicant	Jason Micheal Foyle
Application Accepted	10.06.21.
Application Type	Grant
Licensable Activities	Sale by retail of alcohol
Reference	LI21_000793
Representations Deadline	08.07.21.
Licensing Officer	Terianne Findlay
Ward	Trematon

27. To consider reinstating Meet Your Councillor sessions
(Pursuant to FTC held on 3.06.21 minute nr. 80/21/22)
28. Public Bodies (Admission to Meetings) Act 1960
To resolve 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.
29. To consider any items referred from the main part of the agenda.
30. Public Bodies (Admission to Meetings) Act 1960
To resolve that the public and press be re-admitted to the meeting.
31. To consider urgent non-financial items at the discretion of the Chairman.
32. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.
33. Date of next meeting: Thursday 5th August 2021 at 7:00 p.m.
34. Common Seal:
To Order that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.