



Saltash Town Council

Konsel An Dre Essa



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

29 October 2021

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 4th November 2021 at 7.00 pm.**

We encourage members of the public and press attending Council meetings to wear a face covering, unless medically exempt, to be mindful and respect others space and to consider their own unique circumstances before attending.

The meeting is open to members of the public and press. 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

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.

Yours sincerely,

S Burrows
Acting Town Clerk

To:

Essa	Tamar	Trematon
R Bickford (Vice-Chairman)	L Challen	S Miller
R Bullock	J Dent	B Samuels
G Challen	S Gillies	G Taylor
M Griffiths	S Martin	D Yates
S Lennox-Boyd	J Peggs	
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. Acting Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
5. Chairman's Report. (Page 7)
6. To receive a verbal report on the operations of local transport - Plymouth Citybus and Stagecoach.
7. Monthly Crime Figures. (Pages 8 - 9)
8. Report by Community Enterprises PL12. (Page 10)
9. CNP report for noting or matters arising.
10. CNP Action Points for Reports.
11. To receive a report on behalf of Safer Saltash.
12. To receive a report from Saltash Chamber of Commerce.
13. To receive a report from the Climate Change and Environmental Working Party. (Page 11)
14. To receive a report from Cornwall Councillors. (Page 12)
15. To consider Risk Management reports as may be received.
16. 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.
17. To receive and approve the Minutes of the Full Town Council Meeting held on Thursday 7th October 2021 as a true and correct record. (Pages 13 - 30)

18. Finance:
 - a. To advise the following receipts in: (Page 31)
 - i. September 2021.
 - b. To advise the following payments in: (Pages 32 - 33)
 - ii. September 2021.
 - c. Urgent and essential works actioned by the Acting Town Clerk under Financial Regulations.
 - d. To note that bank reconciliations up to 30th September 2021 were reviewed as correct by the Chairman of Policy & Finance Committee and the Acting 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.
19. To receive and consider a Community Chest Application - GLL - Saltash Leisure Centre. (Pages 34 - 41)
20. To receive and consider adopting the red phone box lease agreement between Saltash Town Council and BT and payment of the Land Registry compliant plan at £120 + VAT. (Pages 42 - 69)
21. To receive an update on Saltash Town Council Town Vitality Bid Application.
22. To receive a Notice of Election for the forthcoming election to be held on 2nd December 2021 and to ratify the election cost - Essa Ward. (Page 70)
23. Correspondence:
 - a. To receive and note a letter of thanks - Essa Ward Election. (Pages 71 - 72)
 - b. To receive a request to support Cormac Solutions in donating a commemorative bench located in Silver Street. (Page 73)
 - c. To receive and consider a request from the owner of 157 Grassmere Way Pillmere to purchase a section of STC land and to cover the Town Council valuation and legal costs. (Pages 74 - 79)
24. To receive and note the 2021 Regatta Report. (Pages 80 - 83)
25. To receive the draft Cornwall Transport Plan and consider submitting a Town Council response to the consultation live. (Page 84)

26. To receive and note the minutes of the following Committees and consider any recommendations:
 - a. Policy and Finance held on 7th September 2021. (Pages 85 - 92)
 - b. Extraordinary Planning and Licensing held on 5th October 2021 (Pages 93 - 98)
 - c. Joint Burial Board held on 12th October 2021. (Pages 99 - 103)
 - d. Burial Authority held on 12th October 2021. (Pages 104 - 108)
 - e. Services held on 14th October 2021. (Pages 109 - 115)
27. To receive and note the minutes of the Property Maintenance Sub Committee held on 6th October 2021 and consider any recommendations. (Pages 116 - 122)
28. To appoint Members to the following Sub Committees.
 - a. Property Maintenance
Composition: Eight Members
Appointed Members: Cllrs Bickford, Bullock, Dent, Miller, P Samuels, & Yates
Vacancies: Two
 - b. Station Property
Composition: Eight Members
Appointed Members: Cllrs Bickford, Bullock, Dent, Miller, Peggs, P Samuels, & Yates
Vacancies: One
 - c. Town Centre Vision
Composition: Eight Members
Appointed Members: Cllrs Bullock, Gillies, Griffiths, Martin, Miller, Peggs & Yates
Vacancies: One
29. To consider the composition of the Town Team and reaffirm the appointed Members.

30. Planning:

- a. To note that Councillor Lennox-Boyd will vote upon the information before her at the meeting but in the light of subsequent information received at Cornwall Council, Councillor Lennox-Boyd may vote differently at that meeting.
- b. To note that if Councillor Lennox-Boyd wishes to recommend opposite to the Town Council's view she will contact the Town Council by email. Considering time constraints, the Town Council will then hold an online poll of Councillors to determine whether to accept the Officer's view or to ask for the application to be called into committee. The results of these polls will be read into the record at the next Town Council meeting. Members of the public may request, via the Clerk, to be copied into any correspondence.

c. Applications for consideration:

PA21/08861

Mr Mark Purcell, Waitrose Ltd – **Waitrose Limited Tamar View Industrial Estate Prideaux Close Saltash.**

The addition of 6 new e-comm EV van parking spaces within the Waitrose customer car park. The provision of new refrigeration plant and new air handling unit at the roof level of the existing store.

Ward: Trematon

Date received: 05/10/21

Response date: 08/11/21

[https://planning.cornwall.gov.uk/online-](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QYR15JFG)

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31. Meet your Councillors:

- a. The next scheduled meeting date is Saturday 13th November 2021 outside Bloom Hearing, Fore Street.

32. 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.

33. To consider any items referred from the main part of the agenda.

34. Public Bodies (Admission to Meetings) Act 1960

To resolve that the public and press be re-admitted to the meeting.

35. To consider urgent non-financial items at the discretion of the Chairman.

36. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

37. Date of next meeting: Thursday 2nd December 2021 at 7:00 p.m.

38. 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.