



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk
7 January 2022

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 13th January 2022 at 7.00 pm.**

All persons must wear a face covering unless medically exempt when entering the Guildhall building and in communal areas. Councillors can remove face covering once seated, members of the public and press are to continue wearing a face covering. We ask everyone to respect each other's space and to consider their own unique circumstances before attending Town Council meetings. Please do not attend if you feel unwell or tested positive for Covid-19.

Prior to attending Town Council meetings please review the Guildhall Covid-19 Physical Face to Face Council Meetings Risk Assessment here: <https://modern.saltash.gov.uk/documents/s3207/Guildhall%20Covid-19%20Physical%20Face%20to%20Face%20Council%20Meetings%20Risk%20Assessment.pdf>. 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	D Yates
J Foster	S Martin	Vacancy
M Griffiths	J Peggs	
S Lennox-Boyd	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 5)
6. Monthly Crime Figures (Pages 6 - 7)
7. Report by Community Enterprises PL12
8. Cornwall Gateway Community report for nothing or matters arising. (Pages 8 - 15)
9. Cornwall Gateway Community Action points for Reports. (Pages 16 - 18)
10. To receive a report on behalf of Safer Saltash (Pages 19 - 26)
11. To receive a report from Cornwall Councillors
12. To consider Risk Management reports as may be received
13. 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.
14. To receive and approve the Minutes of the Full Town Council Meeting held on Thursday 2nd December 2021 as a true and correct record (Pages 27 - 47)
15. Finance:
 - a. To advise the following receipts in: (Page 48)
 - i. November 2021.
 - b. To advise the following payments in: (Pages 49 - 50)
 - i. November 2021.

- c. Urgent and essential works actioned by the Acting Town Clerk under Financial Regulations.
 - d. To note that bank reconciliations up to 30th November 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.
16. To receive and approve a draft lease between Saltash Town Council and First Greater Western Ltd for the land beneath the former BT phone box located at Isambard House. (Pages 51 - 76)
17. To receive and approve the final draft of the 2022/23 Precept Leaflet (Pages 77 - 78)
18. To receive a report from the Saltash Platinum Jubilee Working Group and consider any associated expenditure. (Pages 79 - 81)
19. To receive a report and approve the Town Council Schedule of Meetings calendar for the year 2022/23. (Pages 82 - 83)
20. Correspondence.
21. To receive and note the minutes of the following Committees and consider any recommendations:
- a. Services held on Wednesday 8th December 2021 (Pages 84 - 90)
 - b. Extraordinary Personnel held on 16th December 2021 (Pages 91 - 92)
 - c. Planning and Licensing held on 21st December 2021 (Pages 93 - 101)
 - d. Extraordinary Personnel held on 6th January 2022 (Pages 102 - 117)
 - e. Policy and Finance held on 11th January 2022 (Pages 118 - 126)

22. To receive and note the minutes of the following Sub Committees and consider any recommendations:
 - a. Town Centre Vision held on 2nd December 2021. (Pages 127 - 128)
 - b. Library held on Thursday 9th December 2021 (Pages 129 - 134)
 - c. Town Vision held on 14th December 2021 (Pages 135 - 138)
23. Meet your Councillors:
 - a. The next scheduled meeting date is Saturday 15th January 2022 outside Bloom Hearing, Fore Street.
24. 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.
25. To consider any items referred from the main part of the agenda.
26. Public Bodies (Admission to Meetings) Act 1960
To resolve that the public and press be re-admitted to the meeting.
27. To consider urgent non-financial items at the discretion of the Chairman.
28. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.
29. Date of next meeting:
30. 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.