



Saltash Town Council

Konsel An Dre Essa



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

28 January 2022

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 3rd February 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. Assessment Decision Notice CCN0007/21/22 - Cllr B Samuels:
 - a. To receive a statement by the Chairman of the Personnel Committee.
 - b. To consider recommendations relating to the governance of the Personnel Committee.
6. Chairman's Report - No Report
7. Monthly Crime Figures - Full Council received the latest figures last month.
8. Report by Community Enterprises PL12 (Pages 6 - 7)
9. Cornwall Gateway Community report for noting or matters arising - No Report.
10. Cornwall Gateway Community Action Points for Reports - No Actions.
11. To receive a report on behalf of Safer Saltash
12. To receive a report from Saltash Chamber of Commerce (Page 8)
13. To receive a report from the Climate Change and Environmental Working Party (Page 9)
14. To receive a report from Cornwall Councillors (Pages 10 - 15)
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 13th January 2022 as a true and correct record (Pages 16 - 33)
18. Finance:
 - a. To advise the following receipts in: (Page 34)
 - i. December 2021
 - b. To advise the following payments in: (Pages 35 - 36)
 - ii. December 2021
 - c. Urgent and essential works actioned by the Acting Town Clerk under Financial Regulations.
 - d. To note that bank reconciliations up to 31st December 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. Correspondence:
 - a. To receive a letter from the Rotary Club of Saltash. (Page 37)
20. To receive and note the minutes of the following Committees and consider any recommendations:
 - a. Planning and Licensing held on Tuesday 18th January 2022. (Pages 38 - 44)
 - b. Personnel Committee held on Tuesday 25th January 2022 (Pages 45 - 49)
21. To receive and consider supporting Saltash Town Council's s106 application. (Pages 50 - 57)
22. To consider the Senior Policy and Data Compliance Monitoring Officer attending the Town Council Civic Event in the absence of the Acting Town Clerk.
23. To receive, approve and adopt Saltash Town Council Schedule of Meetings calendar for the year 2022/2023. (Pages 58 - 62)
24. Cornwall Council - Community Network Highways Scheme relaunch expressions of interest. (Pages 63 - 71)
25. Cornwall Transport Plan - To receive a verbal update from the Working Party.

26. Cornwall Council - Public Consultation on Community Governance Review deferred proposals.

To review the details please click on the below link:

<https://mailchi.mp/a6efd0591ba8/start-of-public-consultation-on-community-governance-review-deferred-proposals?e=aa1ff95c79>

27. To receive a report and consider the actions of the established Working Groups. (Pages 72 - 73)

28. To receive an update from the Platinum Jubilee Working Group.

29. To receive a report and consider supporting the Firefighters Graves at St Stephens Church. (Pages 74 - 75)

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. Consideration of License Applications:

Premises Name and Address	GHP Hospitality Ltd., Unit 24 Prideaux Close, Tamar View Industrial Estate, Saltash, PL12 6LD.
Applicant	GHP Hospitality Ltd.
Application Accepted	17.01.2022
Application Type	Grant
Licensable Activities	Sale by retail of alcohol
Reference	LI22_000147
Representations Deadline	14.02.2022
Licensing Officer	Terianne Findlay

31. Meet your Councillors: The next scheduled meeting date is Saturday 12th February 2022 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: Extraordinary Full Town Council meeting to be held on Thursday 10th February 2022 at 6:30 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.