



# ***Saltash Town Council***

***Konsel An Dre Essa***



*The Guildhall*  
*12 Lower Fore Street*  
*Saltash*  
*PL12 6JX*  
*Telephone: 01752 844846*  
[www.saltash.gov.uk](http://www.saltash.gov.uk)

Friday 29 January 2021

Dear Councillor

I write to summon you to the meeting of **Saltash Town Council** to be held on the Virtual Zoom Platform on **Thursday 4th February 2021 at 7.00 pm.**

The meeting is open to members of the public and press. Members of the public and press wishing to attend the meeting require the following details:

**Web link:**

<https://us02web.zoom.us/j/83962366242?pwd=bUx3RjFsMGtaM0RtT1ZVdCtLZWFPZz09>

**Meeting ID:** 839 6236 6242

**Password:** 970037

**Dial by your location:** 0131 460 1196 United Kingdom

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](mailto:enquiries@saltash.gov.uk)

Yours sincerely,

R Lane  
Town Clerk

To:

<b>Saltash North</b>	<b>Saltash South</b>	<b>Saltash East</b>	<b>Saltash West</b>
S Gillies	M Fox	R Bickford	G Challen
J Peggs	S Lennox-Boyd	R Bullock	J Dent
B Phillips	S Martin	J Rance (Vice-Chairman)	S Miller
B Samuels	A Pinckney	P Samuels (Chairman)	D Yates

## **Agenda**

1. Announcements:
  - a. To confirm that all present can hear the proceedings.
  - b. Roll call of Members, Public and Press present.
  - c. To confirm the meeting is quorate.
  - d. Meeting procedure.
2. Recording of meetings - please notify the Chairman if you are intending to record this meeting.

Please note: All meetings are open to the public and could be filmed or recorded by broadcasters, the media, council members, the Council, or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this especially if you are speaking or taking an active role.

3. Prayers.
4. Apologies.
5. 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. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
  - c. To consider dispensations required.
6. Chairman's Report
7. Monthly Crime Figures (Pages 6 - 7)
8. Report by Community Enterprises PL12 (Page 8)
9. CNP report for noting or matters arising - No report. Next meeting 16th June 2021
10. CNP Action Points for Reports - None.
11. To receive a report on behalf of Safer Saltash (Pages 9 - 12)
12. To receive a report from Cornwall Councillors (Pages 13 - 16)

13. To consider Risk Management reports as may be received
14. 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.
15. To note and receive the Minutes of the Full Town Council Meeting held on Thursday 14th January 2021 as a true and correct record (Pages 17 - 25)
16. Finance:
  - a. To advise the following receipts in:
    - i. December 2020
  - b. To advise the following payments in:
    - i. December 2020.
  - c. Urgent and essential works actioned by the Clerk under Financial Regulations.
  - d. To note that bank reconciliations up to 31st December 2020 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.
17. To ratify the COVID-19 Delegated Decision Register:  
None.
18. Saltash Station Access Improvements - Funding to Network Rail Agreement.
19. Correspondence:
  - a. CORMAC Highways and Environment - Fore Street, Saltash Resurfacing Works. (Page 26)
  - b. NHS, Social Care and Frontline Workers Day - 5th July 2021. (Pages 27 - 28)
20. To note and receive the minutes of the following Committees and consider any recommendations:
  - a. Planning and Licensing held on 19th January 2021 (Pages 29 - 35)
  - b. Personnel held on 26th January 2021. (Pages 36 - 40)

21. To note and receive the minutes of the following Sub Committees and consider any recommendations:
  - a. Christmas Lights and Town Events held on 21st January 2021 (Pages 41 - 43)
  - b. Town Centre Vision held on 28th January 2021. (Pages 44 - 47)
22. To consider COVID-19 updates
23. To review the Guildhall Recovery Plan - Phase 4 Version 1.1 (Pages 48 - 97)
24. To appoint a Member to the following Sub Committees:
  - a. Christmas Lights and Town Events  
**(Composition 8. Currently 7 Members in place)**
  - b. Devolution  
**(Composition 9. Currently 8 Members in place)**
25. To appoint a Member to the Saltash Team for Youth Working Party.  
**(Composition 4. Currently 3 Members in place)**
26. To receive an update on plastic free - Councillor Peggs. (Page 98)  
**(Pursuant to FTC held on 14.01.21 minute no. 280/20/21)**
27. To consider promotion of a mini-event - Valentine Windows - Councillor Martin. (Verbal Report)
28. To consider a request from the Climate Change Working Party to declare a Climate Emergency - Councillor Martin. (Page 99)
29. Planning:
  - a. Applications for consideration: None.
  - b. Tree applications/notifications: None.
30. Consideration of License Applications: None.
31. 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.
32. To consider any items referred from the main part of the agenda.
33. Public Bodies (Admission to Meetings) Act 1960  
To resolve that the public and press be re-admitted to the meeting.
34. To consider urgent non-financial items at the discretion of the Chairman. (Pages 100 - 101)

35. Press and social media releases.
36. Date of next meeting: Thursday 4th March 2021 at 7 p.m. following the Annual Meeting with Parishioner at 6:30 p.m.
37. 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.