



Saltash Town Council

Konsel An Dre Essa



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

18 June 2021

Dear Councillor

I write to summon you to the **Extraordinary meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 24th June 2021 at 6.30 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.

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,

G. A. Wash
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 |
| M Fox | J Peggs | D Yates |
| A Pinckney | P Samuels (Chairman) | |
| Vacancy | Vacancy | |

Agenda

1. Health and Safety Announcements
2. Apologies.
3. 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.
4. 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.
5. To receive applications for the office of Town Councillor to fill the existing vacancy in Essa Ward and Tamar Wards.
6. To consider quotations for building works at Isambard House (Saltash station building).
7. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.
8. Date of next meeting: Thursday 1st July at 7:00 p.m.
9. 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.