



Saltash Town Council

Konsel An Dre Essa



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

15 July 2021

Dear Councillor

I write to summon you to the meeting of **Devolution Sub Committee** to be held at the Guildhall on **Wednesday 21st July 2021 at 6.00 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 fifteen minutes before** 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,

PP R Lane
Town Clerk

To Councillors:

R Bickford R Bullock S Gillies S Martin J Peggs B Samuels P Samuels D Yates	All other Councillors for information
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Agenda

1. Health and Safety Announcements
2. To elect a Chairman
3. To elect a Vice Chairman
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. Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
6. 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.
7. To receive and approve the minutes of the Devolution Sub Committee held on Wednesday 18th November 2020 as a true and correct record (Pages 4 - 8)
8. To consider Risk Management reports as may be received
9. To receive the Devolution Sub Committee Terms of Reference (Pages 9 - 14)
10. To review Devolution Phases and Priorities
11. 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.
12. To consider any items referred from the main part of the agenda
13. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
14. To consider urgent non-financial items at the discretion of the Chairman
15. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting

Date of next meeting: To be confirmed.