



# ***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)*

30 July 2021

Dear Councillor

I write to summon you to the meeting of **Station Property Sub Committee** to be held at the Guildhall on **Thursday 5th August 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 encourage members of the public and press attending Council meetings to wear a face covering, unless medically exempt, and to consider their own unique circumstances before attending.

Yours sincerely,

PP R Lane  
Town Clerk

**To Councillors:**

R Bickford (Chairman) R Bullock J Dent S Miller J Peggs P Samuels G Taylor 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: Questions must be submitted in writing to the Guildhall 24 hours before the meeting and that responses may be in writing at a later date.
7. To receive and approve the Minutes of the Station Property Sub Committee Meeting held on Thursday 22nd July 2021 as a true and correct record. (Pages 4 - 9)
8. To receive and approve the Sub Committees Terms of Reference. (Page 10)
9. 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.
10. To consider any items referred from the main part of the agenda.
11. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
12. To consider urgent non-financial items at the discretion of the Chairman.
13. 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.