



Saltash Town Council

Konsel An Dre Essa



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

1 June 2022

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 9th June 2022 at 7.00 pm.**

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

Yours sincerely,

S Burrows
Town Clerk

To:

Essa	Tamar	Trematon
R Bickford (Chairman)	L Challen	S Miller
R Bullock	J Dent	B Samuels
G Challen	S Gillies	B Stoyel
J Foster	S Martin	D Yates
M Griffiths	J Peggs (Vice-Chairman)	
S Lennox-Boyd	P Samuels	

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. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
5. Chairman's Report. (Pages 6 - 7)
6. Monthly Crime Figures. (Pages 8 - 9)
7. Report by Community Enterprises PL12.
8. Cornwall Gateway Community report for noting or matters arising - No Report.
9. Cornwall Gateway Community Action Points for Reports - No Actions.
10. To receive a verbal report on behalf of Safer Saltash.
11. To receive a report from Saltash Chamber of Commerce - No report, next meeting to be held on Monday 13th June 2022.
12. To receive a report from the Climate Change and Environmental Working Party. (Page 10)
13. To receive a report from Cornwall Councillors.
14. To consider Risk Management reports as may be received.
15. Questions - A 15-minute period when members of the public may ask questions of Members of the Council: (Page 11)
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.
16. To receive and approve the Minutes of the Annual Meeting of Saltash Town Council held on Thursday 5th May 2022 as a true and correct record. (Pages 12 - 32)

17. Finance:
 - a. To advise the following receipts in: (Page 33)
 - i. April 2022
 - b. To advise the following payments in: (Pages 34 - 38)
 - ii. April 2022
 - c. Urgent and essential works actioned by the Town Clerk under Financial Regulations.
 - d. To note that bank reconciliations up to 30th April 2022 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.
18. To receive and note the Internal Audit Report for the year 2021-2022. (Pages 39 - 43)
19. To approve the Annual Governance and Accountability Return Statements for the year 2021/22:
 - a. To approve and sign section 1 of the Annual Governance Statement for the year 2021/22. (Pages 44 - 47)
20. To approve the Annual Governance and Accountability Return Statements for the year 2021/22:
 - a. To approve and sign section 2 Annual Governance Statement for the year 2021/22. (Pages 48 - 49)
21. To note available funding streams - Community Infrastructure Levy Fund and Great Western Railway Community Fund.
22. To receive and note the minutes of the following Committees and consider any recommendations:
 - a. Policy and Finance held on 10th May 2022. (Pages 50 - 58)
 - b. Planning and Licensing held on 17th May 2022. (Pages 59 - 64)
 - c. Personnel held on 26th May 2022. (Pages 65 - 71)
 - d. Extraordinary Personnel held on 7th June 2022. (Pages 72 - 95)

23. To receive and note the minutes of the following Sub Committees and consider any recommendations:
 - a. Library held on 16th May 2022. (Pages 96 - 100)
24. To receive a report on the membership level of the Town Council Burial Authority Committee and consider any actions and expenditure. (Pages 101 - 105)
25. To receive and note the Town Council Health and Safety Welfare Inspection Report dated April 2022. (Pages 106 - 154)
26. To receive and consider approving the amendments to the draft Unreasonable Customer Behaviour and Persistent Complaints Policy. (Pages 155 - 172)
(Pursuant to P&F held on 10.05.22 minute nr. 21/22/23)
27. To receive a verbal update from the latest Saltash Leisure Centre Working Group Meeting.
28. To receive a verbal report on Beating the Bounds and consider any actions and associated expenditure.
29. To receive and note Cormac Solutions Carkeel Village Traffic Calming and Connectivity Study. (Pages 173 - 282)
30. Meet your Councillors: The next scheduled meeting date Saturday 11th June 2022 outside Bloom Hearing, Fore Street.
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.
35. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.
36. Date of next meeting: Thursday 7th July 2022 at 7:00 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.