

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 7th July 2022 at 7.00 pm

PRESENT: Councillors: R Bickford (Chairman), R Bullock, G Challen, J Dent, J Foster, S Gillies, M Griffiths, S Lennox-Boyd, S Miller, B Samuels, P Samuels, B Stoyel and D Yates.

ALSO PRESENT: 1 Member of the Public, 1 Member of the Press, Reverend T Parkman and H Frank (Cornwall Council), S Burrows (Town Clerk) and D Joyce (Administration Officer).

APOLOGIES: Councillors: L Challen, S Martin and J Peggs (Vice-Chairman), M Worth (Cornwall Council) and J Baskott (Community Enterprises PL12).

104/22/23 PRAYERS.

The Chairman announced the first item of business would be agenda item 2 – Prayers.

Reverend Tim Parkman led prayers.

105/22/23 HEALTH AND SAFETY ANNOUNCEMENTS.

Councillor Miller joined the meeting.

The Chairman informed those present of the actions required in the event of a fire or emergency.

106/22/23 TO ELECT A VICE CHAIRMAN

It was proposed by Councillor Bickford, seconded by Councillor Dent and **RESOLVED** to appoint Councillor P Samuels as Vice Chairman for this meeting only.

107/22/23 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.

None.

- b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

108/22/23 CHAIRMAN'S REPORT.

The Chairman thanked Cllr Peggs for attending events in his absence and Cllr Bullock for her caretaking duties at Isambard House.

It was **RESOLVED** to note.

109/22/23 MONTHLY CRIME FIGURES.

It was **RESOLVED** to note.

110/22/23 REPORT BY COMMUNITY ENTERPRISES PL12.

It was **RESOLVED** to note.

111/22/23 CORNWALL GATEWAY COMMUNITY REPORT FOR NOTING OR MATTERS ARISING.

The Chairman congratulated Councillor Frank on her re-election for Chair.

Cornwall Councillor Frank gave a brief verbal update to Members on the notes received from CNP and highlighted to Members the five priorities set by the CNP for the forthcoming year - A38, air quality, water transport, climate change and public transport connectivity.

It was **RESOLVED** to note.

112/22/23 CORNWALL GATEWAY COMMUNITY ACTION POINTS FOR REPORTS.

A38 Consultation

Councillor Lennox-Boyd confirmed her attendance at a previous Public Consultation session provided at Elliott Hall and informed Members of the various points she personally raised with Highways England which included Notter Bridge concerns.

Councillor Yates spoke of his attendance to the Public Consultation held at the Guildhall and the request for information leaflets to be left in more prominent and visible areas. Councillor Yates confirmed information leaflets were now available at Saltash Library and requested they be made available for the upcoming weekends - Meet Your Councillors.

Members discussed the necessity for comments to be made via the public consultation for the proposed Carkeel to Trerulefoot Safety Package funding bid for delivery post 2025.

The Chairman confirmed his interest in joining future discussions regarding public transport Connectivity.

Future meeting dates confirmed:

Wednesday 14th September 2022

Wednesday 7th December 2022

Wednesday 15th March 2023

Wednesday 14th June 2023

It was proposed by Councillor Bickford, seconded by Councillor Stoyel and **RESOLVED** for the A38 Working Group, comprised of Councillors Lennox-Boyd, Martin, Miller and Yates, to submit a response to the A38 Safety Package on behalf of the Town Council by the closing date 22nd July 2022.

113/22/23 TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH.

Councillor Lennox-Boyd gave a brief overview of the report received.

It was **RESOLVED** to note.

114/22/23 TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE.

No Report.

115/22/23 TO RECEIVE A REPORT FROM THE CLIMATE CHANGE AND ENVIRONMENTAL WORKING GROUP - NO REPORT THIS MONTH.

No report.

116/22/23 TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS.

Cornwall Councillor Frank provided Members further information on items contained within the Cornwall Council report received.

Cycling and Walking Safety Package

Councillor Frank spoke of residents reported concerns with the draft plans for traffic improvements outside St Stephens Primary School and Saltash Community School.

Cornwall Council have been working closely with ACOM to draft plans to improve the safety routes for those entering and exiting the schools whilst including improvements to the walking and cycling routes in these areas.

ACOM are therefore reviewing and revising the plans with a new draft proposal to be received by the Town Council, schools and Residents Association.

Waste Collections:

There are plans to deliver new waste, recycling and food waste collections across Cornwall next year to be debated at the next meeting of Cornwall Council.

At this stage the plans are unclear, however, Councillor Frank will provide further information to the Town Clerk once received.

Community Network Areas

The Cabinet at Cornwall Council conducted a review of the Community Network Areas. Currently there are 19 areas with the view to reduce these areas to 10.

Cabinet feels there is not sufficient funding for the existing network areas and believe there is a need for the areas to be reduced with a draft map provided of the proposal.

Cabinet are inviting opinions from local authorities with Cornwall Councillor Frank requesting Members to share their opinions about the network areas. Responses to include how they feel about the network areas, what Members believe works well and how they may be improved.

Members responses can be fed directly into the review to assist with the future shape of the service.

Members discussed the necessity of the forum over the last few years which all agreed had improved communications and contact with Cornwall Council and their head office in Truro.

Members expressed concern of the proposed network area draft CAPs map which includes Saltash with another 36 parishes, this being the largest network area in all of Cornwall.

Members questioned why the area was being proposed to be as large as it is and expressed concerns that the area would be unyielding.

It was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** to note the report and for the Chairman working with the Town Clerk, to draft a response to Cabinet expressing concerns of the proposed divisions of the network areas on behalf of the Town Council.

117/22/23 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

None.

118/22/23 QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.

The Chairman informed Members of one public question that was deemed inappropriate to be received in a public forum because the answer would likely breach GDPR rules.

119/22/23 **TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON THURSDAY 9TH JUNE 2022 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

It was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** to amend minute 81/22/23 to include the public question as submitted 'will Council try to improve its competence?'

Members agreed that public questions submitted in writing 24 hours before a meeting are to be published in the minutes for transparency, subject to the question being appropriate.

It was proposed by Councillor P Samuels, seconded by Councillor Miller and **RESOLVED** that the minutes of the Full Town Council Meeting held on Thursday 9th June 2022 were confirmed as a true and correct record.

120/22/23 **FINANCE:**

a. To advise the following receipts in:

i. May 2022

It was **RESOLVED** to note.

b. To advise the following payments in:

ii. May 2022

It was **RESOLVED** to note.

c. Urgent and essential works actioned by the Town Clerk under Financial Regulations.

None.

d. To note that bank reconciliations up to 31st May 2022 were reviewed as correct by the Chairman of Policy & Finance Committee and the Town Clerk.

It was **RESOLVED** to note.

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.

It was **RESOLVED** to note.

121/22/23 **CORRESPONDENCE:**

a. The Queens Platinum Jubilee – Message of thanks from the Saltash Lions Club

It was **RESOLVED** to note and thank Saltash Lions for their attendance at the Queens Platinum Jubilee weekend.

122/22/23 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

- a. Services held on Thursday 16th June 2022

It was **RESOLVED** to note. There were no recommendations.

- b. Planning and Licensing held on Tuesday 21st June 2022

The Chairman of the Planning and Licensing Committee encouraged her fellow Councillors to attend future committee meetings due to the latest quorum levels being low.

It was **RESOLVED** to note. There were no recommendations.

- c. Burial Authority held on Tuesday 28th June 2022

It was **RESOLVED** to note. There were no recommendations.

- d. Joint Burial Board held on Tuesday 28th June 2022

It was **RESOLVED** to note. There were no recommendations.

123/22/23 TO RECEIVE THE REVISED SECTION 106 TERMS OF REFERENCE AND CONSIDER ANY ACTIONS.

The Town Clerk provided clarity of the revised S106 Terms of Reference with the proposal to remove:

10.4 Representatives from the applicant body will not be able to vote.

Councillor Foster left the meeting.

It was proposed by Councillor P Samuels, seconded by Councillor Dent and **RESOLVED** to accept the revised Saltash S106 Funding Deployment Panel Terms of Reference.

Councillor Foster returned to the meeting.

124/22/23

TO RECEIVE A REPORT ON SALTASH WATERSIDE CCTV AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Town Clerk briefed Members on the response to further questions asked as follows:

1. Can you confirm the exact area the camera will cover please?
A map was presented to Members outlining the area at the Waterside.
2. Is it possible to have the option of live monitoring and what would the cost be?
There is no option. If there was an incident and the Police were called, subject to their capacity they could live view the footage.
3. Will the Town Council receive data during the working time of the camera or at the end?
No data if not live monitored – there could potentially be an incident data authority to view request – then they would be able to obtain the data.
4. Could we have a guarantee that the Rapid Deployable Camera (RDC) will be fitted before the schools break up on 22nd July?
The camera is not likely to be installed by 22nd July due to software upgrade, there is a trial camera available, the image is an improvement from the previous camera, Fire and Rescue are happy to offer this to the Town Council on a trial basis at the same cost minus the admin fee at £25, they can't guarantee how long the trial period will last, but they anticipate at least a month.

There will not be another installation charge when the trial camera is removed and upgraded camera installed, however, the admin fee will then apply.

The previous camera was moveable and static, the trial camera is not moveable, they can programme the camera to move in one direction for a period of time, it will still cover the area on the map.

5. Is there an option to purchase a RDC from you so we could have it fitted there permanently?
Yes, the camera can be added to the camera system the Town Council is currently looking to fund.

It was proposed by Councillor G Challen, seconded by Councillor Foster and **RESOLVED** to:

- a. Approve installation of a trial camera until the rapid deployment camera (RDC) software is complete and the camera is ready to be installed
- b. Fund the RDC for a period of up to three months at a maximum cost of £2,300 plus £385 for installation
- c. Allocate the cost to budget code 6270 P&F Crime Reduction
- d. Note there will be no admin charge for the period of the trial camera.

125/22/23 TO RECEIVE AN UPDATE ON THE WALK/CYCLE ROUTES BETWEEN HATT AND CARKEEL AND CONSIDER ANY ACTIONS.

It was proposed by Councillor Dent, seconded by Councillor Stoyel and **RESOLVED** to appoint Councillor Miller as a single point of contact to act on behalf of the Town Council to liaise with Botus Fleming Parish Council in regard to the plans for Carkeel and any developments in Treledan that could affect the project, reporting future updates at Full Council.

126/22/23 TO RECEIVE AND NOTE A REPORT FROM GLL SALTASH LEISURE CENTRE 'USE IT OR LOSE IT' CAMPAIGN.

It was **RESOLVED** to note the report. The Town Council wished to thank GLL for their ongoing commitment to Saltash and the Leisure Centre.

127/22/23 MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 9TH JULY 2022 OUTSIDE BLOOM HEARING, FORE STREET.

- a. The next scheduled meeting date Saturday 9th July 2022 outside Bloom Hearing, Fore Street.

It was proposed by Councillor Dent, seconded by Councillor Bickford and **RESOLVED** for Councillors Bickford, Stoyel and Yates to attend Meet Your Councillors, accompanied by Cornwall Councillor Frank.

128/22/23 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.

129/22/23 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

130/22/23 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

To resolve that the public and press be re-admitted to the meeting.

131/22/23 TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.

None.

132/22/23 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

It was proposed by Councillor Bickford, seconded by Councillor Stoyel and **RESOLVED** to issue the following Press and Social Media releases:

1. Rapid Deployable Camera to be installed at the Waterside
2. A38 Survey – Have your say on the A38 Safety Package
3. Promote Saltash Leisure Centre membership.

133/22/23 DATE OF NEXT MEETING: THURSDAY 4TH AUGUST AT 7:00 P.M.

Thursday 4th August 2022 at 7.00pm

134/22/23 COMMON SEAL:

It was **RESOLVED** that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.

Rising at: 8.32 pm

Signed: _____
Chairman

Dated: _____