



Saltash Town Council

Konsel An Dre Essa



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

25 November 2022

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 1st December 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 by **12 noon the day before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX. Please provide your full name and indicate if you will be present at the meeting.

Planning applications can be viewed by Members of the Council prior to the meeting on the Cornwall Council's website www.cornwall.gov.uk. Members of the public may view planning applications during normal working hours of 9:30 a.m. – 4:30 p.m. online at Saltash Library.

Yours sincerely,

S Burrows
Town Clerk

To:

Essa	Tamar	Trematon
R Bickford (Chairman)	L Challen	S Miller
R Bullock	J Dent	B Samuels
J Foster	S Gillies	B Stoyel
M Griffiths	S Martin	D Yates
S Lennox-Boyd	J Peggs (Vice-Chairman)	
VACANCY	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 7 - 8)
6. Monthly Crime Figures.
7. Report by Community Enterprises PL12. (Pages 9 - 10)
8. Cornwall Gateway Community report for noting or matters arising.
9. Cornwall Gateway Community Action Points for Reports.
10. To receive a report on behalf of Safer Saltash.
11. To receive a report from Saltash Chamber of Commerce.
12. To receive a report from the Climate Change and Environmental Working Group.
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.

Please note: Any member of the public requiring to put a question to the Town Council must do so by 12 noon the day before the meeting.
16. To receive and approve the Minutes of the Full Town Council Meeting held on 3rd November 2022 as a true and correct record. (Pages 11 - 24)

17. Finance:
 - a. To advise the receipts for October 2022; (Page 25)
 - b. To advise the payments for October 2022; (Pages 26 - 27)
 - c. Urgent and essential works actioned by the Town Clerk under Financial Regulations;
 - d. To note that bank reconciliations up to 31st October 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 minutes of the following Committees and consider any recommendations:
 - a. Burial Authority held on 1st November 2022; (Pages 28 - 33)
(Pursuant to FTC held on 3.11.22 minute nr. 247/22/23)
 - b. Policy and Finance held on 8th November 2022; (Pages 34 - 57)
 - c. Extraordinary Personnel held on 11th November 2022; (Pages 58 - 59)
 - d. Planning and Licensing held on 15th November 2022; (Pages 60 - 68)
 - e. Extraordinary Policy and Finance held on 22nd November 2022; (Pages 69 - 88)
 - f. Personnel held on 24th November 2022. (Pages 89 - 109)
19. To receive and note the minutes of the following Sub Committees and consider any recommendations:
 - a. Station Property held on 21st November 2022; (Pages 110 - 184)
 - b. Library held on 23rd November 2022. (Pages 185 - 188)
20. To approve the Town Council Fees and Charges for the year 2023/24. (Pages 189 - 192)
This will be a recorded vote.
21. To approve the Town Council Budgets, Virements and Nominal Codes for the year 2023/24. (Pages 193 - 208)
This will be a recorded vote.

22. To set the Town Council level of contingency for the year 2023/24. (Page 209)
This will be a recorded vote.

Section 106 of the Local Government Finance Act 1992 makes it an offence for a Councillor in Council Tax arrears (with at least two months unpaid bills) to vote at a Meeting of Saltash Town Council where financial matters relating to the Council Tax are being considered – agenda item 23.

23. To set the Town Council Precept for the year 2023/24.
This will be a recorded vote.
24. To consider rescheduling the Full Town Council meeting to be held 5th January 2023.
25. To receive a report on the use of Saltash Town Councils Seals and consider any actions and associated expenditure. (Pages 210 - 211)
26. To receive a Mayor of Cornwall update. (Pages 212 - 214)
27. To receive an update on Saltash Leisure Centre and consider any actions and associated expenditure. (Pages 215 - 216)
28. To receive an update from the Shared Prosperity Working Group and consider any actions and associated expenditure.
29. Planning:
- a. To note that Councillor Lennox-Boyd will vote upon the information before her at the meeting but in the light of subsequent information received at Cornwall Council, Councillor Lennox-Boyd may vote differently at that meeting.
 - b. To note that if Councillor Lennox-Boyd wishes to recommend opposite to the Town Council's view she will contact the Town Council by email. Considering time constraints, the Town Council will then hold an online poll of Councillors to determine whether to accept the Officer's view or to ask for the application to be called into committee. The results of these polls will be read into the record at the next Town Council meeting. Members of the public may request, via the Clerk, to be copied into any correspondence.
 - c. Applications for consideration:

PA22/09800

Mr D Bennetts Modol Ltd – **Public Conveniences Callington Road Saltash PL12 6LW**

Erection of one detached dwelling.

Ward: Tamar

Date received: 09/11/22

Response date: 05/12/22

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RKOJDXFGI3G00>

d. Tree applications/notifications:

PA22/09825

Levi Atkin - **2 Clover Walk Saltash PL12 4UU**

Works to a tree under a Tree Preservation Order (TPO) Either maintained to a manageable size. Lopped or felled or even better cut down as it is dying.

Ward: Trematon

Date received: 14/11/22

Response date: 05/12/22

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RKQ5PXFGJ5500>

30. Meet your Councillors: The next scheduled meeting date Saturday 10th December 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: 5th January 2023 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.