



Saltash Town Council

Konsel An Dre Essa



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

15 November 2022

Dear Councillor

I write to summon you to the meeting of **Station Property Sub Committee** to be held at the Isambard House on **Monday 21st November 2022 at 6.00 pm.**

The meeting is open to 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.

Yours sincerely,

S Burrows
Town Clerk

To Councillors:

R Bickford R Bullock (Chairman) J Foster S Gillies S Miller (Vice-Chairman) J Peggs P Samuels D Yates	All other Councillors for information
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Agenda

1. Health and Safety Announcements.
2. Apologies.
3. 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.
4. 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.

5. To receive and approve the Minutes of the Station Property Sub Committee Meeting held on Wednesday 24th August 2022 as a true and correct record. (Pages 4 - 12)
6. To receive the current Station Property Committee budget statement and consider any actions and associated expenditure. (Page 13)
7. To consider Risk Management reports as may be received.
8. To receive Isambard House Cafe Procurement Documents and consider any actions and associated expenditure. (Pages 14 - 81)
9. To receive a feasibility quote from Bailey Partnership and consider any actions and associated expenditure. (Page 82)
(Pursuant to minute number 12/22/23 meeting held 24.08.22)
10. To receive external notice board quotes and consider any actions and associated expenditure. (Pages 83 - 85)
11. To receive an update on Isambard House building snags and consider any actions and associated expenditure.
12. To receive a report on the installation of solar panels and consider any actions and associated expenditure.
13. To consider installing a webcam on the North East facing external wall of Isambard house and any actions and associated expenditure.
(Pursuant to Station Property Sub Committee held on 24.08.22 minute nr. 15/22/23)

14. 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.

15. To consider any items referred from the main part of the agenda.

16. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.

17. To consider urgent non-financial items at the discretion of the Chairman.

18. 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.