

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 6th July 2023 at 7.00 pm

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

ALSO PRESENT: 1 Member of the Public, H Frank (Cornwall Council), M Worth (Cornwall Council) and P Ryland (Town Team), S Burrows (Town Clerk) and D Joyce (Administration Officer)

APOLOGIES: J Brady and J Peggs (Vice-Chairman).

74/23/24 PRAYERS.

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

Councillor B Samuels led prayers.

75/23/24 HEALTH AND SAFETY ANNOUNCEMENTS.

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

In the absence of the Vice Chairman, it was proposed by Councillor Bickford, seconded by Councillor Stoyel and **RESOLVED** to appoint Councillor P Samuels as Vice Chairman for this meeting only.

76/23/24 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.

77/23/24 **CHAIRMAN'S REPORT.**

It was **RESOLVED** to note.

78/23/24 **MONTHLY CRIME FIGURES.**

The Chairman informed Members of the response received and contained within the circulated reports pack.

The Chairman expressed disappointment that crime figures for the area are still not available on the internal police system and requested the OPCC Councillor Advocates pursue a response with the Police and Crime Commissioner at their earliest opportunity.

It was **RESOLVED** to note.

79/23/24 **REPORT BY COMMUNITY ENTERPRISES PL12.**

It was **RESOLVED** to note.

80/23/24 **COMMUNITY AREA PARTNERSHIPS (CAP'S) REPORT FOR NOTING OR MATTERS ARISING.**

It was **RESOLVED** to note the report received and the next meeting date provisionally set for 5th September 2023. Location to be confirmed.

81/23/24 **COMMUNITY AREA PARTNERSHIPS (CAP'S) ACTION POINTS FOR REPORTS.**

It was proposed by Councillor Bickford, seconded by Councillor Stoyel and **RESOLVED** that the preferred name for the new CAP is South East Cornwall CAP.

82/23/24 **TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH.**

It was **RESOLVED** to note.

83/23/24 **TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE.**

It was **RESOLVED** to note.

84/23/24 **TO RECEIVE A REPORT FROM THE CLIMATE CHANGE AND ENVIRONMENTAL WORKING GROUP.**

Councillor Gillies wished to thank all those involved in the recent Big Green Week participation and events with a report to follow next month.

85/23/24 **TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS.**

Cornwall Councillor Worth provided a verbal update.

Digital Inclusion

Councillor Worth spoke of Cornwall Council's website having digital updates which end users should start to experience when making an online Cornwall Council account.

The information the end user inputs onto their online account now integrates with local information in their specific area, providing the end user with information such as who their local Councillor is, what date their refuse collection is on and what planning applications are currently live.

Cornwall Council are to integrate further useful information for the end user in the future.

Good Growth Fund

Councillor Worth spoke of the Good Growth Funds available (£137m) through application to Cornwall Council. The number of applications remain low for the South East Cornwall area and Councillor Worth encouraged everyone to promote and apply for funding where applicable.

Councillor Frank gave an overview of the report received and contained within the circulated reports pack.

Councillor Yates arrived and joined the meeting.

It was **RESOLVED** to note.

86/23/24 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

87/23/24 **QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.**

None received.

88/23/24 **TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON THURSDAY 1ST JUNE 2023 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 Mortimore and **RESOLVED** that the minutes of the Full Town Council Meeting held on Thursday 1st June 2023 were confirmed as a true and correct record.

It was proposed by Councillor Bickford, seconded by Councillor Mortimore and **RESOLVED** to note under minute 56/23/24f the announcement date was 12th June 2023 and the set commencement date was the 13th June 2023 for the exercise of public rights for a period of 30 working days.

89/23/24

FINANCE:

- a. To advise the receipts for May 2023;

It was **RESOLVED** to note.

- b. To advise the payments for May 2023;

It was **RESOLVED** to note.

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

Nothing to report.

- d. To note that bank reconciliations up to 31st May 2023 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 Council's Financial Regulations. It was noted that there are no discrepancies to report.

It was **RESOLVED** to note.

90/23/24

TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

a. Services held on 8th June 2023;

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

b. Planning and Licensing held on 20th June 2023;

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

c. Joint Burial Board held on 27th June 2023;

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

d. Personnel held on 29th June 2023.

It was **RESOLVED** to note the minutes and consider the following recommendation.

RECOMMENDATION:

42/23/24 **TO REVIEW THE 'SALTASH DAY' FOR THE YEAR 2023 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was proposed by Councillor Stoyel, seconded by Councillor Miller and resolved to **RECOMMEND** to Full Council:

1. Half a day be awarded to all staff on Friday 22nd December 2023, finishing at 12:30;
2. The Christmas shutdown period commences on Friday 22nd December 2023 at 12:30 and re-opens on Tuesday 2nd January 2024 at 9am.

This will not apply to operational staff who are required to remain on duty during this period by an agreed on call rota system to carry out essential Services in the town.

It was proposed by Councillor Martin, seconded by Councillor Dent and **RESOLVED** to approve the above recommendation.

91/23/24

TO RECEIVE AND NOTE THE MINUTES OF THE LIBRARY SUB COMMITTEE HELD ON 13TH JUNE 2023 AND CONSIDER ANY RECOMMENDATIONS.

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

92/23/24 **TO NOTE THE USE OF THE TOWN SEALS.**

It was **RESOLVED** to note.

93/23/24 **TO RECEIVE AND NOTE A LETTER OF THANKS FROM THE SALTASH MAY FAIR COMMITTEE.**

Members thanked the Saltash May Fair Committee and all those who contributed to the event.

The Chairman thanked the May Fair Committee for their continued commitment to events in the town and that Saltash Town Council was a main funder to the event.

It was **RESOLVED** to note.

94/23/24 **TO RECEIVE A REPORT ON THE TOWN VITALITY PUBLIC CONSULTATION AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Acting Chairman of Town Team P Ryland encouraged Members to continue to promote and respond to the public consultation survey, closing date 14th July 2023.

It was **RESOLVED** to note.

95/23/24 **TO RECEIVE AN UPDATE FROM THE SHARED PROSPERITY WORKING GROUP AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman informed Members that the tender is now live with a closing date of 21st July 2023.

All applications received are to be opened and scored on 4th August 2023.

The Town Clerk advised Members on the slightly different procurement process being taken due to Cornwall Council's funding parameters. This sees a slight change to appointing a consultant whereby instead of interviewing successful tender applicants prior to appointment, Cornwall Council wish for the Town Council to appoint following tenders being received. Therefore, the scoring system has been reviewed and refined to reflect this process.

The Town Clerk assured Members the process still adheres to the Public Contract Regulations 2015.

It was proposed by Councillor Bickford, seconded by Councillor Gillies and **RESOLVED** to provide delegated authority to the Town Clerk, working with the Shared Prosperity Working Group to receive, analyse and appoint a Consultant reporting back to Full Council at a future date.

96/23/24 **TO RECEIVE A REPORT FROM THE TOWN TEAM AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

97/23/24 **TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS.**

Councillor Bickford spoke briefly on correspondence sent to Dr Sant advising of properties that may be suitable within the Saltash community for a health care centre. The next meeting is to be held on 12th July 2023.

It was **RESOLVED** to note.

98/23/24 **TO RECEIVE RESPONSES TO CORNWALL COUNCILS DOG RELATED PUBLIC SPACES PROTECTION ORDER RENEWALS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was proposed by Councillor Bickford, seconded by Councillor Bullock and **RESOLVED** that Saltash Town Council are not proposing any changes to Cornwall Council's dog related Public Spaces Protection Order as it stands.

99/23/24 **TO RECEIVE A REPORT ON THE SALTASH LEISURE CENTRE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

100/23/24 **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:

PA23/04273

Mr William Trinick Antony Estate – **Wearde Farm Wearde Road St Stephens Saltash PL12 4AS**

Painting of previously unpainted cement render to lift the appearance of the building.

Ward: Essa

Date received: 19/06/23

Response date: 10/07/23

It was proposed by Councillor Bullock, seconded by Councillor Lennox-Boyd and resolved to **RECOMMEND APPROVAL.**

101/23/24 MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 8TH JULY 2023 OUTSIDE BLOOM HEARING, FORE STREET.

- a. The next scheduled meeting date Saturday 8th July 2023 outside Bloom Hearing, Fore Street.

It was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** for Councillors Stoyel, Griffiths, Lennox-Boyd and Bullock to attend.

102/23/24 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.

103/23/24 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

104/23/24 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

105/23/24 TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.

None.

106/23/24 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 Miller and **RESOLVED** to issue the following Press and Social Media releases:

1. Safer Saltash – Have your say survey;
2. Community Levelling Up Funding – upon appointment of a Consultant and liaising with Cornwall Council.

