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SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 7th September 2023 at 7.00 pm

PRESENT: Councillors: R Bickford (Chairman), R Bullock, J Foster, S Gillies, S Lennox-Boyd, S Martin, S Miller, L Mortimore, J Peggs (Vice-Chairman), B Stoyel and D Yates.

ALSO PRESENT: 2 Members of the Public, Reverend T Parkman, H Frank (Cornwall Council) and M Worth (Cornwall Council), S Burrows (Town Clerk) and D Joyce (Administration Officer).

APOLOGIES: J Brady, J Dent, M Griffiths, B Samuels and P Samuels.

143/23/24 PRAYERS.

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

Reverend Tim Parkman led prayers.

144/23/24 HEALTH AND SAFETY ANNOUNCEMENTS.

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

145/23/24 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.

146/23/24 CHAIRMAN'S REPORT.

It was **RESOLVED** to note.

147/23/24 MONTHLY CRIME FIGURES.

Councillor Peggs provided an update following the Safer Saltash meeting recently attended.

Due to the ongoing issues with the internal police system, crime figures remain unavailable, the Councillor OPCC Advocates are to continue to request relevant data be made available as soon as possible.

The Town Clerk confirmed that the Administration Department are continuingly liaising with the police to ensure data is not missed.

It was **RESOLVED** to note.

148/23/24 REPORT BY COMMUNITY ENTERPRISES PL12.

It was **RESOLVED** to note.

149/23/24 COMMUNITY AREA PARTNERSHIPS (CAP'S) REPORT FOR NOTING OR MATTERS ARISING.

The Chairman briefed Members on the meeting attended on Tuesday 5th September 2023 and confirmed that the name for the new CAP has been approved as South East Cornwall CAP.

Members spoke of the South East Cornwall Strategic Priorities - Safer A38, Transport and Connectivity, improved access to Health Care and continued Economic Growth.

Members requested all reports relating to CAP meetings be circulated by the Town Council Office and for Cornwall Council to ensure all documents are available for viewing online.

The Chairman advised the next meeting is to be an online meeting held on Tuesday 5th December 2023.

It was **RESOLVED** to note.

150/23/24 COMMUNITY AREA PARTNERSHIPS (CAP'S) ACTION POINTS FOR REPORTS.

No Actions.

151/23/24 TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH.

Councillor Peggs provided a verbal overview of a recent Safer Saltash meeting attended.

Items spoke on included a recently held Environmental Audit in which the Crime Prevention Officer for East Cornwall attended Babis Farm and identified numerous issues.

One area of concern was the security of the derelict Flying Start Nursery with the building thought to be deemed unsafe.

Councillor Peggs spoke of by-standing training which looks to assist in how to handle aggressive behaviour in a safe way. Further information to be circulated to Members should they wish to attend and for the Personnel Committee to consider relevant staff attendance.

It was **RESOLVED** to note.

152/23/24 TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE.

Cornwall Councillor Frank provided a brief verbal update on behalf of the Chairman of Saltash Chamber.

Discussions included the impact of the closure of Lloyds Bank and requested they be part of any meeting with Lloyds, Christmas Festival celebrations and funding identified, an overview of the Town Vitality project and potential increases on toll charges relating to the Tamar Bridge.

The Chamber expressed frustrations of the recently experienced traffic congestion at the bridge and car parking charges in Saltash.

It was **RESOLVED** to note.

153/23/24 TO RECEIVE A REPORT FROM THE CLIMATE CHANGE AND ENVIRONMENTAL WORKING GROUP.

Nothing to report.

154/23/24 TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS.

Cornwall Councillor Worth provided a verbal report on the traffic congestion being experienced on the Tamar Bridge referring to a report that provides data from using low energy bluetooth sensors to track journeys from various points on both Cornwall and Plymouth roads leading to the Tamar Bridge.

Travelling trends are showing longer travelling times being experienced, with further investigations being held as to the reasons, with the aim to explore preventative measures once the data has been analysed.

In addition, various contributing factors have been identified such as the time taken for card transactions. Cornwall Councillor Worth is working with suppliers to improve the service and minimise transaction times.

Members asked about potential increased toll charges.

Cornwall Councillor Worth spoke of all options to secure the future of the Tamar Bridge and Torpoint Ferries has now been shared in the public domain. No decision has been made on increasing the tolls with a public consultation being drafted prior to any recommendations to parent authorities being made.

Members discussed in length various issues experienced such as poor technology of the concessionary tags, extremely long wait times, congestion on Fore Street and North Road, with suggestions made on possible areas to be explored as filter lanes to assist with the congestion.

It was **RESOLVED** to note.

155/23/24 TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS.

It was proposed by Councillor Stoyel, seconded by Councillor Miller and **RESOLVED** to endorse the Healthcare Action Group Mission Statement and Goals and to promote the Progress Report to the community.

156/23/24 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

157/23/24 **QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.**

None received.

158/23/24 **TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 3RD AUGUST 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 Stoyel and **RESOLVED** that the minutes of the Full Town Council Meeting held on 3rd August 2023 were confirmed as a true and correct record.

159/23/24 **FINANCE:**

a. To advise the receipts for July 2023;

It was **RESOLVED** to note.

b. To advise the payments for July 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 July 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.

160/23/24 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

- a. Planning and Licensing held on 15th August 2023;

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

- b. Extraordinary Services held on 24th August 2023.

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

161/23/24 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING SUB COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

- a. Town Vision held on 8th August 2023;

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

- b. Library held on 22nd August 2023;

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

- c. Town Vision held on 24th August 2023.

RECOMMENDATION:

22/23/24 TO RECEIVE THE DRAFT TERMS OF REFERENCE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman referred Members to the circulated Draft Terms of Reference contained within the reports pack.

Members discussed the draft Terms of Reference at length.

It was proposed by Councillor Griffiths, seconded by Councillor Brady and resolved to **RECOMMEND** to Full Town Council to be held on Thursday 7th September 2023 the Town Vision Draft Terms of Reference subject to the amendments (as attached).

It was proposed by Councillor Gillies, seconded by Councillor Peggs and **RESOLVED** to note the minutes and approve the above recommendation.

162/23/24 **TO RECEIVE A REPORT ON SALTASH TOWN COUNCIL DRAFT STRATEGIC PRIORITIES AND CONSIDER ANY ACTIONS.**

The Town Clerk briefed Members on the report received and contained within the circulated reports pack.

The Town Clerk requested Members keep in mind that the six Strategic Priorities are only a small section of the overall business plan, listed in the Terms of Reference approved earlier this evening.

The Town Clerk is aware that the Town Council, as the corporate body, wishes to move the business plan at pace, which is why the report has been submitted directly to Full Council for consideration.

Councillor Foster left the meeting.

It was proposed by Councillor Gillies, seconded by Councillor Stoyel and **RESOLVED** to approve the six Strategic Priorities for Saltash Town Council to link to the overall Town Council business plan for the year 2024 to 2027, subject to the amendment to point 6 as attached.

163/23/24 **TO RECEIVE AN UPDATE ON THE TOWN VITALITY PROJECT AND CONSIDER ANY ACTIONS OR ASSOCIATED EXPENDITURE.**

Councillor Foster returned to the meeting.

The Chairman spoke of an internal meeting held this afternoon with the Town Team and Town Councillors to receive Studio Hives final presentation.

Town Team are to further progress the project with a report to be considered at October's Full Town Council meeting. Members of the public are encouraged to attend.

It was **RESOLVED** to note.

164/23/24 TO RECEIVE AN UPDATE ON THE COMMUNITY LEVELLING UP PROJECT AND CONSIDER ANY ACTIONS OR ASSOCIATED EXPENDITURE.

The Chairman gave a brief overview of the walkabout meeting held today with the appointed Consultants Studio Hive together with the Town Council Shared Prosperity Funding Working Group Members and Cornwall Councillors.

Councillor Yates left the meeting.

The Chairman advised the project is progressing well. Regular updates to be provided as the project progresses.

It was **RESOLVED** to note.

165/23/24 TO RECEIVE A REPORT ON THE SALTASH LEISURE CENTRE AND CONSIDER ANY ACTIONS OR ASSOCIATED EXPENDITURE.

Members discussed the report received and contained within the circulated reports pack.

Councillor Lennox-Boyd spoke of the 16 schools that utilise the leisure facilities in Saltash with various funding streams available for such a strategic leisure centre.

Councillor Yates returned to the meeting.

It was **RESOLVED** to note.

166/23/24 TO RECEIVE AN UPDATE ON THE CLOSURE OF LLOYDS BANK AND CONSIDER ANY ACTIONS.

The Chairman confirmed a meeting had been held with South East Cornwall MP Sheryll Murray to discuss various business, at that meeting concerns were raised regarding the closure of Lloyds Bank and lack of consultation.

The proposed banking hub invitation to meet with those from Link is currently being explored.

The Town Council will certainly look to invite key stakeholders to a meeting to further explore the possibility of a banking hub in Saltash and the Services the hub will provide the community.

It was **RESOLVED** to note.

167/23/24 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:

PA23/06426

Mrs Susan George – **The Vineyard Burr Hill Carkeel Saltash PL12 6NR**

Proposed 2 storey extension comprising entrance hall and boot room on ground floor with bedroom at first floor level.

Ward: Trematon

Date received: 11/08/23

It was proposed by Councillor Miller, seconded by Councillor Martin and resolved to **RECOMMEND APPROVAL.**

168/23/24 CONSIDERATION OF LICENSE APPLICATIONS:

Premises Name and Address	Domino's Pizza, Unit 3, Burley Court, Pillmere Drive, Saltash, PL12 5FH.
Applicant	Domino's Pizza Westcountry Limited.
Application Accepted	16.08.2023
Application Type	Grant
Licensable Activities	Late Night Refreshment
Reference	LI23_004025
Representations Deadline	13.09.2023
Licensing Officer	Linda Edmunds

It was proposed by Councillor Bullock, seconded by Councillor Foster and resolved to **RECOMMEND APPROVAL.**

169/23/24 MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 9TH SEPTEMBER 2023 OUTSIDE BLOOM HEARING, FORE STREET.

- a. The next scheduled meeting date Saturday 9th September 2023 outside Bloom Hearing, Fore Street.

It was proposed by Councillor Bickford, seconded by Councillor Lennox-Boyd and **RESOLVED** to email all Members prior to confirmation of attendance on Saturday 9th September 2023.

170/23/24 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.

171/23/24 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

172/23/24 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

173/23/24 TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.

None.

174/23/24 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 Lennox-Boyd and **RESOLVED** to issue the following Press and Social Media releases:

1. Saltash Healthcare Action Group Progress Report;
2. Lloyds Bank Progress.

175/23/24 **DATE OF NEXT MEETING: THURSDAY 5TH OCTOBER 2023 AT 7:00 P.M.**

Thursday 5th October 2023 at 7.00pm

176/23/24 **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.

DATE OF NEXT MEETING

Thursday 5 October 2023 at 7.00 pm

Rising at: 8.47 pm

Signed: _____
Chairman

Dated: _____

To receive a report on Saltash Town Council Draft Strategic Priorities and consider any actions

The Town Vision Sub Committee agreed that Saltash Town Council is in need of a Business Plan to cover the next three years (2024-2027). Part of the workings of the Business Plan is to understand the needs of Saltash and capture the key priorities at this time.

It is believed that the following six Draft Town Council Strategic Priorities are important to Saltash and link to the Saltash Neighbourhood Plan:

1. Boosting Jobs and Economic Prosperity:

To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.

2. Health and Wellbeing:

To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.

3. Housing:

To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council.

4. Travel and Transport;

To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.

5. Climate Emergency;

To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.

6. Recreation and Leisure;

To continue to provide, support and improve in Saltash, play parks, open green spaces, library service, leisure and sport facilities, and cultural activity, and to acknowledge our unique position on the Tamar and Lynher Rivers.

Members input into how the Committee/Sub Committee can help build on the six strategic priorities and the requirement to do so, is important. This falls in nicely when setting the budgets for the year 2024-25.

Members are asked to consider approving and adopting the six Draft Town Council Strategic Priorities in order for the work of the Business Plan to continue.

Subject to amendment(s)/approval, there will then be a standing item on the following agendas for input:

Committees:

Services, Policy and Finance, Personnel and Planning and Licensing.

Sub Committees:

Library, Station Property and Devolution.

**End of Report
Town Clerk**