



# ***Saltash Town Council***

***Konsel An Dre Essa***



*The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX  
Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)  
29 September 2023*

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 5th October 2023 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](mailto: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:

<b>Essa</b>	<b>Tamar</b>	<b>Trematon</b>
R Bickford (Chairman)	J Dent	S Miller
J Brady	S Gillies	B Samuels
R Bullock	S Martin	B Stoyel
J Foster	L Mortimore	D Yates
M Griffiths	J Peggs (Vice-Chairman)	
S Lennox-Boyd	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. (Page 5)
6. Monthly Crime Figures. (Page 6)
7. Report by Community Enterprises PL12.
8. Community Area Partnerships (CAP's) report for noting or matters arising. (Pages 7 - 13)
9. Community Area Partnerships (CAP's) Action Points for Reports. (Page 14)
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. (Pages 15 - 22)
14. To receive an update on the future of the health care in Saltash and consider any actions.
15. To consider Risk Management reports as may be received.
16. 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.
17. To receive and approve the Minutes of the Full Town Council Meeting held on Thursday 7th September 2023 as a true and correct record. (Pages 23 - 33)

18. Finance:
  - a. To advise the receipts for August 2023; (Page 34)
  - b. To advise the payments for August 2023; (Pages 35 - 36)
  - c. Urgent and essential works actioned by the Town Clerk under Financial Regulations;
  - d. To note that bank reconciliations up to 31st August 2023 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.
19. To receive the concluded Annual Governance and Accountability Return for the year ended 31st March 2023. (Pages 37 - 40)
20. To receive and note the minutes of the following Committees and consider any recommendations:
  - a. Policy and Finance held on 12th September 2023; (Pages 41 - 76)
  - b. Planning and Licensing held on 19th September 2023; (Pages 77 - 118)
  - c. Burial Authority held on 25th September 2023.
21. To receive and note the minutes of the following Sub Committees and consider any recommendations:
  - a. Station Property held on 15th September 2023; (Pages 119 - 128)
  - b. Property Maintenance held on 28th September 2023. (Pages 129 - 136)
  - c. Library held on 2nd October 2023.
22. To receive a report from the Town Team on the Town Vitality Project and consider any actions and associated expenditure. (Pages 137 - 357)
23. To receive Town Team Notes and Terms of Reference and consider any actions and associated expenditure. (Pages 358 - 366)
24. To receive a report on Saltash Town Council obtaining a Data Universal Numbering System and consider any actions. (Pages 367 - 368)
25. To receive a report on D-Day 80 and consider any actions and associated expenditure. (Pages 369 - 373)

26. To receive an update on the closure of Lloyds Bank and consider any actions.
27. Meet your Councillors: The next scheduled meeting date Saturday 14th October 2023 outside Bloom Hearing, Fore Street.
28. 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.
29. To consider any items referred from the main part of the agenda.
30. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
31. To consider urgent non-financial items at the discretion of the Chairman.
32. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.
33. Date of next meeting: Thursday 2nd November 2023 at 7:00 p.m.
34. 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.