



# ***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)

1 November 2024

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 7th November 2024 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 via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

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

Yours sincerely,

S Burrows  
Town Clerk/RFO

To:

<b>Essa</b>	<b>Tamar</b>	<b>Trematon</b>
R Bickford	J Dent	S Miller
J Brady	S Gillies	B Samuels
R Bullock (Deputy Chairman)	S Martin	B Stoyel
J Foster	L Mortimore	D Yates
M Griffiths	J Peggs (Chairman)	
S Lennox-Boyd	P Samuels	

## 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. Public Questions - A 15-minute period when members of the public may ask questions of the Town Council.

Please note: Any member of the public requiring to put a question to the Town Council must do so by email or via The Guildhall **no later than 12 noon the day before the meeting.**

Members of the public are advised to review the Receiving Public Questions, Representations and Evidence at Meetings document prior to attending the meeting.

5. To welcome, Livewire to give a presentation on funding received and services provided in Saltash and consider any actions. (Pages 6 - 16)
6. To receive and approve the Minutes of the Full Town Council Meeting held on 3 October 2024 as a true and correct record. (Pages 17 - 30)
7. To receive and note the minutes of the following Committees and consider any recommendations:
  - a. Services held on 10 October 2024; (Pages 31 - 50)
  - b. Planning and Licensing held on 15 October 2024; (Pages 51 - 56)
  - c. Joint Burial Board held on 29 October 2024; (Pages 57 - 64)
  - d. Burial Authority held on 29 October 2024; (Pages 65 - 77)
  - e. Personnel held on 31 October 2024. (Pages 78 - 121)

8. To receive and note the minutes of the following Sub Committees and consider any recommendations:
  - a. Town Vision held on 24 October 2024; (Pages 122 - 207)
  - b. Property Maintenance held on 28 October 2024; (Pages 208 - 217)
9. To receive the Chairman's report and consider any actions and associated expenditure. (Pages 218 - 219)
10. To receive the Monthly Crime Figures and consider any actions. (Pages 220 - 221)
11. To receive a report from Community Enterprises PL12 and consider any actions and associated expenditure.
12. To receive a report from Community Area Partnerships and consider any actions and associated expenditure.
13. To receive a report on behalf of Safer Saltash and consider any actions and associated expenditure. (Pages 222 - 232)
14. To receive a report from Saltash Chamber of Commerce and consider any actions and associated expenditure.
15. To receive a report from Cornwall Councillors and consider any actions and associated expenditure.
16. To receive an update on the future of the health care in Saltash and consider any actions and associated expenditure. (Page 233)
17. To consider Risk Management reports as may be received.
18. Finance:
  - a. To advise the receipts for September 2024; (Page 234)
  - b. To advise the payments for September 2024; (Pages 235 - 237)
  - c. To report urgent and essential works actioned by the Town Clerk under Financial Regulations;
  - d. To note that bank reconciliations up to 30 September 2024 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 a draft statement on Devolution from Central Government and consider any actions and associated expenditure. (Page 238)
20. To receive a draft Risk Assessment for Meet your Councillor Events and consider any actions and associated expenditure. (Pages 239 - 243)
21. To receive a report on becoming a Councillor and consider any actions and associated expenditure. (Pages 244 - 248)
22. To receive a housing report from Lanteglos by Fowey Parish Council and consider any actions and associated expenditure. (Pages 249 - 252)
23. 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. Planning Application:

**PA24/07661**

Mr Lucas Writer – **118 North Road Saltash PL12 6BQ**

Non material amendment in relation to Decision Notice PA21/05314 dated 24/02/22 – Minor relocation of the retaining wall on the East boundary due to the party wall agreement and the subsequent relocation of the plot 2 dwelling towards West, maintaining the building line.

**Ward: Tamar**

Date received: 25/10/24

Response date: 8/11/24

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SKTXM7FGJCB00>

d. Tree application:

**PA24/07788**

Mr Ken Miller – **Forder Villa Forder Saltash Cornwall PL12 4QR**

Works to trees in a conservation area (CA, works include The tree is in the stream at the bottom of the garden of Forder Villa. I wish to remove the tree.

**Ward: Trematon**

Date received: 15/10/24

Response date: 14/11/24

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SL4NHFFGI1700>

24. Meet your Councillors: The next scheduled meeting date Saturday 9 November 2024 outside Superdrug, Fore Street.
25. 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.
26. To consider any items referred from the main part of the agenda.
27. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
28. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.
29. Date of next meeting: 5 December 2024 at 7:00 p.m.
30. Common Seal:  
I Move 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.