



# ***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)

31 January 2025

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 6th February 2025 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.

Yours sincerely,

S Burrows  
Town Clerk/RFO

To:

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

## 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 receive and approve the Minutes of the Full Town Council Meeting held on 9 January 2025 as a true and correct record. (Pages 5 - 17)
6. To receive and note the minutes of the following Committees and consider any recommendations:
  - a. Extraordinary Personnel held on 19 December 2024; (Pages 18 - 32)
  - b. Policy and Finance held on 14 January 2025; (Pages 33 - 99)
  - c. Planning and Licensing held on 21 January 2025; (Pages 100 - 104)
7. To receive and note the minutes of the following Sub Committees and consider any recommendations:
  - a. Library held on 16 January 2025; (Pages 105 - 111)
  - b. Town Vision held on 23 January 2025;
  - c. Devolution held on 30 January 2025;
8. To review Saltash Town Council's commitment to the Civility and Respect Pledge and consider any actions. (Page 112)

9. To receive the Chairman's report and consider any actions and associated expenditure. (Page 113)
10. To receive the Monthly Crime Figures and consider any actions. (Pages 114 - 117)
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.
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.
17. To consider Risk Management reports as may be received.
18. Finance:
  - a. To advise the receipts for December 2024; (Page 118)
  - b. To advise the payments for December 2024; (Pages 119 - 122)
  - c. To report urgent and essential works actioned by the Town Clerk under Financial Regulations;
  - d. To note that bank reconciliations up to 31 December 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 Town Team notes held on 13 January 2025 and consider any actions and associated expenditure. (Pages 123 - 130)
20. To appoint a Member to Saltash Town Team. (Pages 131 - 134)  
**(Refer to the attached Town Team Terms of Reference for Membership details)**

21. To receive a updated report on GWR Customer and Community Improvement Fund and consider any actions and associated expenditure.
22. To receive Cornwall Council's proposed Gilston Road works consultation and consider any actions. (Pages 135 - 142)
23. To receive Cornwall Council's Planning Policy consultation and consider any actions. (Pages 143 - 144)
24. To receive a report on VE Day 80 and consider any actions and associated expenditure. (Pages 145 - 150)
25. Meet your Councillors: The next scheduled meeting date Saturday 8 February 2025 outside Superdrug, Fore Street.
26. 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.
27. To consider any items referred from the main part of the agenda.
28. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
29. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.
30. Date of next meeting: 6 March 2025 at 7:00 p.m.
31. 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.