



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

7 June 2024

Dear Councillor

I write to summon you to the **Meeting of Services Committee** to be held at the Guildhall on **Thursday 13th June 2024 at 6.30 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 or via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Yours sincerely,

S Burrows
Town Clerk/ RFO

To:

Essa	Tamar	Trematon
R Bickford	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	
S Lennox-Boyd	P Samuels	

Agenda

1. To elect a Chairman.
2. To elect a Vice Chairman.
3. Health and Safety Announcements.
4. Apologies.
5. 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.
6. 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.
7. To receive and approve the minutes of the Services Committee held on 11 April 2024 as a true and correct record. (Pages 5 - 14)
8. To receive the Services Committee budget statement and consider any actions and associated expenditure. (Pages 15 - 20)
9. To consider Risk Management reports as may be received.
10. To receive reports from the Service Delivery Department and consider any actions and associated expenditure:
 - a. Departmental Report; (Pages 21 - 34)
 - b. Grounds Maintenance Works; (Pages 35 - 43)
 - c. Work Request Log; (Page 44)
 - d. Vandalism and Anti-Social Behaviour Report; (Page 45)

- e. Statutory and Mandatory Building Asset Checks. (Pages 46 - 51)
- 11. To receive a draft Notice Board Policy and consider any actions and associated expenditure. (Pages 52 - 57)
- 12. To receive a report on the purchase of land at Pillmere and consider any actions and associated expenditure. (Pages 58 - 62)
- 13. To receive an update on Community Infrastructure Levy funding and consider any actions and associated expenditure:
 - a. Third Round of Funding - Pillmere Play Park Provisions; (Pages 63 - 64)
 - b. Fourth Round of Funding - Saltash Waterside Improvement Project. (Pages 65 - 71)
- 14. To receive information on a grant to improve green spaces and consider any actions and associated expenditure. (Pages 72 - 73)
- 15. To receive a report from the Borough War Memorial Working Group and consider any actions and associated expenditure. (Pages 74 - 84)
- 16. To ratify a report on the Saltash Ferry Service from the Jubilee Pontoon. (Pages 85 - 87)
- 17. To receive a report on Mental Health organisation plaques and consider any actions and associated expenditure. (Pages 88 - 89)
- 18. To receive a report from Saltash Environmental Action and consider any actions and associated expenditure.
- 19. 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.
- 20. To consider any items referred from the main part of the agenda.
- 21. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.

22. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Thursday 12 September 2024 at 6.30 pm