



Saltash Town Council

Konsel An Dre Essa



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

6 September 2024

Dear Councillor

I write to summon you to the **Meeting of Services Committee** to be held at the Guildhall on **Thursday 12th September 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 (Chairman)	J Dent	S Miller
J Brady (Vice-Chairman)	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. 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 Services Committee held on 13 June 2024 as a true and correct record. (Pages 5 - 13)
6. To receive the Services Committee budget statement and consider any actions and associated expenditure. (Pages 14 - 23)
7. To consider Risk Management reports as may be received.
8. To receive recommendations from the Town Vision Sub Committee and consider any actions and associated expenditure. (Pages 24 - 37)
9. To receive reports from the Service Delivery Department and consider any actions and associated expenditure.
 - a. Departmental Report; (Pages 38 - 51)
 - b. Grounds Maintenance Works; (Pages 52 - 59)
 - c. Work Request Log; (Page 60)
 - d. Vandalism and Anti-Social Behaviour Report; (Page 61)

- e. Statutory and Mandatory Building Asset Checks. (Page 62)

- 10. To receive an amendment to the Town Council Jubilee Pontoon Mooring Agreement and consider any actions and associated expenditure. (Pages 63 - 67)
- 11. To receive amendments to the Allotment Policy and consider any actions. (Pages 68 - 86)
- 12. To receive a report on the Jubilee Pontoon Fundus and consider any actions and associated expenditure. (Pages 87 - 90)
- 13. To receive a report on the Saltash ferry service and consider any actions and associated expenditure. (Pages 91 - 96)
- 14. To receive an update on the Community Infrastructure Levy Projects and consider any actions and associated expenditure:
 - a. Third Round of Funding - Pillmere Play Park Provisions; (Pages 97 - 98)

 - b. Fourth Round of Funding - Saltash Waterside Improvement Project. (Pages 99 - 100)

- 15. To receive a report on the 2024 Christmas Lights Display and consider any actions and associated expenditure. (Pages 101 - 113)
- 16. To receive a report on Town Council Christmas Trees and Flags 2024 and consider any actions and associated expenditure. (Pages 114 - 118)
- 17. To receive a report on the 2024 Christmas Light Switch on event and consider any actions and associated expenditure. (Pages 119 - 121)
- 18. To receive a report from Saltash Environmental Action and consider any actions and associated expenditure. (Pages 122 - 125)

- 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 10 October 2024 at 6.30 pm