



Saltash Town Council

Konsel An Dre Essa



*The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk
7 February 2025*

Dear Councillor

I write to summon you to the **Meeting of Services Committee** to be held at the Guildhall on **Thursday 13th February 2025 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 Brady (Vice-Chairman) R Bullock J Foster M Griffiths S Lennox-Boyd	J Dent S Gillies S Martin L Mortimore J Peggs 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 Services Committee held on 12 December 2024 as a true and correct record. (Pages 5 - 16)
6. To receive the Services Committee budget statements and consider any actions and associated expenditure. (Pages 17 - 23)
7. To consider Risk Management reports as may be received. (Pages 24 - 34)
8. To receive reports from the Service Delivery Department and consider any actions and associated expenditure.
 - a. Departmental Report; (Pages 35 - 42)
 - b. Grounds Maintenance Works; (Pages 43 - 56)
 - c. Work Request Log; (Pages 57 - 61)
 - d. Vandalism and Anti-Social Behaviour Report;
 - e. Statutory and Mandatory Building Asset Checks. (Pages 62 - 70)

9. To receive a report on the condition of the pontoon and consider any actions and associated expenditure. (Pages 71 - 128)
10. To receive a finance report on the pontoon mooring fees and consider any actions and associated expenditure. (Pages 129 - 143)
11. To receive an updated report on Pillmere Drive Play Park and consider any actions and associated expenditure. (Pages 144 - 152)
(Pursuant to the Services Committee meeting held 12.12.24, minute number 90/24/25)
12. To receive an update on the Community Infrastructure Levy fourth round and consider any actions and associated expenditure. (Pages 153 - 154)
13. To receive a draft Corrections and Additions to Saltash War Memorials Policy and consider any actions and associated expenditure. (Pages 155 - 165)
14. To receive a report on CCTV and consider any actions and associated expenditure. (Pages 166 - 216)
15. To receive a report on Fore Street festoon lighting and consider any actions and associated expenditure. (Page 217)
16. To receive an updated report on the Christmas lights switch on event 2025 and consider any actions and associated expenditure. (Page 218)
(Pursuant to Services held on 12.12.24 minute nr. 93/24/25)
17. To receive a report from Saltash Environmental Action and consider any actions and associated expenditure. (Pages 219 - 220)
18. 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.
19. To consider any items referred from the main part of the agenda.
20. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
21. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Thursday 10 April 2025 at 6.30 p.m.