



Saltash Town Council

Konsel An Dre Essa



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

26 June 2024

Dear Councillor

I write to summon you to the meeting of **Station Property Sub Committee** to be held at the Isambard House on **Tuesday 2nd July 2024 at 6.30 pm.**

The meeting is open to 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 via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Yours sincerely,

S Burrows
Town Clerk/ RFO

To Councillors:

R Bickford R Bullock J Foster S Gillies J Peggs B Samuels P Samuels D Yates	All other Councillors for information
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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. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: 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.

7. To receive and approve the Minutes of the Station Property Sub Committee Meeting held on 18 April 2024 as a true and correct record. (Pages 4 - 9)
8. To receive the Station Property budget statement and consider any actions and associated expenditure. (Page 10)
9. To consider Risk Management reports as may be received.
10. To receive an update on Isambard House final account and consider any actions and associated expenditure.
(Pursuant to minute 8/24/25 Station Property 18.04.24)
11. To receive flooring quotes and consider any actions and associated expenditure. (Pages 11 - 13)
(Pursuant to minute 9/24/25 Station Property held 18.04.24)
12. To receive a report on the Trackside Cafe and consider any actions and associated expenditure. (Pages 14 - 15)
13. To receive a report on the purchase of external furniture and consider any actions and associated expenditure. (Pages 16 - 18)
14. To receive a report on the use of Isambard House extension and store room and consider any actions and associated expenditure. (Pages 19 - 23)

15. To receive quotes to resurface the car park and consider any actions and associated expenditure.
16. 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.
17. To consider any items referred from the main part of the agenda.
18. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
19. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of next meeting: To be confirmed.