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SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 6th March 2025 at 7.00 pm

PRESENT: Councillors: R Bickford, R Bullock (Deputy Chairman), J Dent, S Gillies, M Griffiths, S Lennox-Boyd, S Miller, L Mortimore, J Peggs (Chairman), B Samuels, P Samuels and B Stoyel.

ALSO PRESENT: 1 Member of the Public, 2 Members of the Press, H Frank (Cornwall Council), S Burrows (Town Clerk), D Joyce (Office Manager / Assistant to the Town Clerk), B Gordon (Communications and Engagement Officer) and F Pretty (Development and Engagement Manager).

APOLOGIES: S Martin and D Yates.

361/24/25 HEALTH AND SAFETY ANNOUNCEMENTS.

The Chairman welcomed Ben Gordon Communications and Engagement Officer in attendance at this evening's meeting.

The Chairman informed those present of the actions required in the event of a fire or emergency.

362/24/25 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.

None.

b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

363/24/25 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

364/24/25 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 6 FEBRUARY 2025 AS A TRUE AND CORRECT RECORD.

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

It was proposed by Councillor B Samuels, seconded by Councillor Dent and **RESOLVED** that the minutes of the Full Town Council Meeting held on 6 February 2025 were confirmed as a true and correct record.

365/24/25 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

a. Services held on 13 February 2025;

It was **RESOLVED** to note the minutes and consider the following recommendations.

RECOMMENDATION 1:

106/24/25 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Jubilee Pontoon

4. To **RECOMMEND** to Full Council to approve a virement of £26,450 from General Reserves to budget code 6584 EMF Pontoon Maintenance Costs;

It was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** to approve the above recommendation.

RECOMMENDATION 2:

112/24/25 TO RECEIVE A DRAFT CORRECTIONS AND ADDITIONS TO SALTASH WAR MEMORIALS POLICY AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

1. To **RECOMMEND** to Full Council to be held on 6 March 2025 to approve the Corrections and Additions to the Saltash War Memorial policy, subject to amendments as attached;

It was proposed by Councillor Bickford, seconded by Councillor Dent and **RESOLVED** to approve the above recommendation.

b. Planning and Licensing held on 18 February 2025;

It was **RESOLVED** to note the minutes. There were no recommendations.

c. Joint Burial Board held on 25 February 2025;

It was **RESOLVED** to note the minutes. There were no recommendations.

d. Personnel held on 27 February 2025.

It was **RESOLVED** to note the minutes and consider the following recommendations.

RECOMMENDATION 1:

84/24/25 TO RECEIVE A REPORT FROM THE COMMUNITY HUB TEAM
LEADER AND CONSIDER ANY ACTIONS AND ASSOCIATED
EXPENDITURE.

5. To **RECOMMEND** to Full Council reducing the number of Library and Information Assistant posts from 6 to 5 in the Town Council staffing structure to commence from 1 April 2025 (as attached);

6. To **RECOMMEND** to Full Council approving an additional 1 hour to the Library Staffing budget code increasing from a weekly total of 124 to 125 hours to provide consistency, a less complex rota, and improved coverage to commence from 1 April 2025;

7. To **RECOMMEND** to Full Council approving a change of job title from Library and Information Assistants to Community Hub Assistants with immediate effect (as attached).

It was proposed by Councillor Peggs, seconded by Councillor Stoyel and **RESOLVED** to approve the above recommendations.

RECOMMENDATION 2:

86/24/25 TO RECEIVE A REPORT ON ANNUAL STAFF PERFORMANCE REVIEWS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was proposed by Councillor Miller, seconded by Councillor Stoyel and resolved to **RECOMMEND** to Full Council to be held on 6 March 2025 to approve staff salary increments for those who meet the criteria working within budget for the year 2025/26.

It was proposed by Councillor Griffiths, seconded by Councillor Miller and **RESOLVED** to approve the above recommendation.

366/24/25 TO RECEIVE AND NOTE THE MINUTES OF THE PROPERTY MAINTENANCE SUB COMMITTEE HELD ON 20 FEBRUARY 2025 AND CONSIDER ANY RECOMMENDATIONS.

It was **RESOLVED** to note the minutes. There were no recommendations.

367/24/25 TO RECEIVE THE CHAIRMAN'S REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

368/24/25 TO RECEIVE THE MONTHLY CRIME FIGURES AND CONSIDER ANY ACTIONS.

Members highlighted concern of a trend in increased crime figures being reported.

The Chairman reported that following discussions with key stakeholders, the figures were more favourable compared to other parishes and towns. Members enquired about ways to effectively highlight this information.

The Chairman also informed Members that a Community Beat Officer would be attending the Meet Your Councillor session on Saturday 8 March. Additionally, the Chairman informed Members of the appointment of a new PCSO, who is set to take up the post in four weeks. It was further noted that the police have established a Crime Investigation Team.

It was **RESOLVED** to note.

369/24/25 TO RECEIVE A REPORT FROM COMMUNITY ENTERPRISES PL12 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

370/24/25 TO RECEIVE A REPORT FROM COMMUNITY AREA PARTNERSHIPS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

As the meeting took place on Tuesday 4 March, no report was available for submission at this evening's meeting.

371/24/25 TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Councillor Lennox-Boyd provided a brief overview of the report included in the circulated reports pack, highlighting attendance at the recent Safer Saltash meeting with Danny King from Saltash.net. Councillor Lennox-Boyd emphasised the valuable insights gained, and the strong relationships being developed with local schools.

It was noted that 170 children from Plymouth attend Saltash.net for schooling, stressing the importance of collaboration with Plymouth and cross-sector communication with local authorities to address ongoing issues of anti-social behaviour.

It was **RESOLVED** to note.

372/24/25 TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

As the meeting took place on Monday 3 March, no report was available for submission at this evening's meeting.

373/24/25 TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Cornwall Councillor Lennox-Boyd advised there was nothing to add to the report submitted and received within the circulated reports pack.

Cornwall Councillor Frank provided a brief verbal update on discussions with the Monitoring Officer regarding the proposed installation of ANPR technology at Belle Vue West Car Park.

Cornwall Councillor Frank informed Members that the proposal to install the technology had been challenged; however, the Monitoring Officer dismissed the challenge stating that the grounds presented were not sufficient to warrant a call-in.

Cornwall Councillor Frank confirmed she had been offered a meeting with Neil Edmonds who is the CEO of Corserv and is keen for Saltash Town Council and the Chamber of Commerce to be in attendance.

Additionally, Cornwall Councillor Frank highlighted the introduction of free bus fares for young people travelling within Cornwall. While welcoming the initiative, expressing disappointment that it does not extend to students commuting across the bridge to Plymouth for schooling.

Cornwall Councillor Worth highlighted the upcoming Joint Committee – Tamar Bridge and Crossings meeting scheduled for tomorrow 7 March. Cornwall Councillor Worth encouraged Members to connect in online, as discussions would cover the Tamar 2050 program, including proposals to explore more affordable tolls for local residents and the potential for securing Central Government support to eventually remove tolls altogether.

It was **RESOLVED** to note.

374/24/25 TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Nothing to report.

375/24/25 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

376/24/25 FINANCE:

- a. To advise the receipts for January 2025;

It was **RESOLVED** to note.

- b. To advise the payments for January 2025;

It was **RESOLVED** to note.

- c. Urgent and essential works actioned by the Town Clerk under Financial Regulations.

Nothing to report.

- d. To note that bank reconciliations up to 31 January 2025 were reviewed as correct by the Chairman of Policy & Finance Committee and the Town Clerk.

It was **RESOLVED** to note.

- e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Finance in line with the Council's Financial Regulations. It was noted that there are no discrepancies to report.

It was **RESOLVED** to note.

377/24/25 TO RECEIVE A REPORT ON SUPPORTING POTENTIAL CANDIDATES FOR ELECTION AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members discussed the report circulated in the reports pack. Members also considered the impact on staff capacity and workloads, noting that a wealth of information is already available online for those interested in standing as a Town Councillor. As a result, Members explored whether a signposting approach would be a more effective alternative.

It was proposed by Councillor Griffiths, seconded by Councillor Miller and **RESOLVED:**

1. To note the report;
2. To approve an information evening to be held at the Guildhall on Thursday 13 March from 6pm to 8pm to support candidates that are interested in standing as a Town Councillor;
3. That the Town Clerk together with Councillors Peggs, Miller, Lennox-Boyd, Bullock and Dent attend the session;
4. To delegate to the Assistant to the Town Clerk to arrange the setup;
5. To promote the information evening via social media and Saturday 8 March Meet Your Councillor session.

The Town Clerk referred to an email she sent Members about an informal Information Day to be held at the Guildhall on Saturday 10 May to welcome those who have been elected to stand as a Town Councillor for Saltash Town Council, and to run through the Members Induction Pack.

Members welcomed this initiative.

**378/24/25 TO RATIFY SALTASH TOWN COUNCIL RESPONSE TO THE
PENINSULAR TRANSPORT STRATEGIC IMPLEMENTATION PLAN
CONSULTATION.**

Councillor Bickford provided an overview of the Peninsula Transport Strategic Implementation Plan Consultation and the Town Council response to be ratified at this evening's meeting.

Councillor Bickford highlighted that Members were given the opportunity to provide feedback individually, the consultation form was restrictive, allowing only one selection, however, 'support bus improvements' was included at the end of the survey. As a result, rail and bus improvements were identified as the top priorities for Saltash.

It was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** to ratify Saltash Town Council's response submitted to the Peninsular Transport Strategic Implementation Plan Consultation (as attached).

379/24/25 TO RECEIVE AN UPDATE FROM THE SALTASH TUNNEL WORKING GROUP AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members reviewed the report included in the circulated reports pack and discussed the challenges posed by the limited communication from National Highways regarding the proposed tunnel works.

Members emphasised the importance of working collaboratively with National Highways to ensure clear communication about the upcoming works, including details on how, when, and where they will take place.

Members expressed a strong desire for all Saltash residents, workers and visitors to be fully informed about the upcoming works. Due to the current lack of communication, the Town Council conveyed its frustration while reiterating its readiness to assist in disseminating the necessary information and working in partnership to deliver a strategic communication strategy, with the understanding that the costs would be covered by National Highways.

Councillor Bickford provided a verbal update on upcoming changes to rail timetables, set to take effect in May. These changes are expected to benefit Saltash by adding five services from London Paddington, although some direct services to Cardiff will be discontinued.

Additionally, Councillor Bickford has been campaigning for extra services proposed to be implemented during the tunnel works to be made permanent.

It was proposed by Councillor Peggs, seconded by Councillor Miller and **RESOLVED:**

1. To delegate to the Development and Engagement Manager to liaise with National Highways to work in partnership to deliver a good standard of communication regarding the Saltash tunnel works, referring to the report;
2. All associated cost to be covered by National Highways not Saltash Town Council;
3. Updates to be received at a future Full Town Council meeting.

380/24/25 TO RECEIVE A REPORT FROM FRIENDS OF CHURCHTOWN AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members discussed the report received and contained within the circulated reports pack expressing a desire to assist in future negotiations to ensure the Reserve's ecological richness is maintained for future generations.

It was proposed by Councillor Gillies, seconded by Councillor Mortimore and **RESOLVED**:

1. To create a working group comprising of Councillors Mortimore, Stoyel, Bullock, Bickford, Dent, Gillies, in partnership with Friends of Churchtown Farm Reserve, Anthony Estate and Cornwall Wildlife Trust;
2. To approve free use of Town Council buildings to hold meetings when necessary to conclude the negotiations.

381/24/25 TO RECEIVE A BT CONSULTATION AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members discussed the two BT payphones proposed for removal.

It was proposed by Councillor Peggs and seconded by Councillor Dent to support the removal of both BT payphones located at the bottom of Fore Street and Alamein Road.

The proposal did not carry.

It was proposed by Councillor P Samuels, seconded by Councillor Stoyel and **RESOLVED** that the BT payphone on Alamein Road be removed, while requesting the BT payphone at the bottom of Fore Street remains due to its central location and potential use in exceptional circumstances.

382/24/25 MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 8 MARCH 2025 OUTSIDE SUPERDRUG, FORE STREET.

The next scheduled meeting date Saturday 8 March 2025 outside Bloom Hearing, Fore Street.

It was proposed by Councillor Peggs, seconded by Councillor Lennox-Boyd and **RESOLVED** for Councillors Lennox-Boyd, Bullock, Peggs and Gillies to attend.

383/24/25 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.

384/24/25 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

385/24/25 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve that the public and press be re-admitted to the meeting.

386/24/25 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

It was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED** to issue the following Press and Social Media releases:

1. Meet Your Councillor;
2. Information evening – support candidates for election;
3. Peninsula Transport Strategic Implementation Plan.

387/24/25 DATE OF NEXT MEETING: 3 APRIL 2025 AT 7:00 P.M.

Thursday 3 April 2025 at 7.00pm

388/24/25 COMMON SEAL:

It was **RESOLVED** to 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.

Rising at: 8.23 pm

Signed: _____
Chairman

Dated: _____

To ratify Saltash Town Council response to the Peninsular Transport Strategic Implementation Plan Consultation

Peninsular Transport Strategic Implementation Plan Consultation was reported by Cornwall Councillor Worth at last months Saltash Town Council meeting.

The closing date for the consultation is by 3 March 2025 this is prior to the next Saltash Town Council meeting therefore Councillor Bickford offered to submit a response on behalf of Saltash Town Council. Members where given the opportunity to feed into the response.

Useful Information:

- Link to the [Peninsular Transport](#) landing page.
- Link to the short anonymous [questionnaire](#).
- Refer to the attached Peninsula Transport Strategic Implementation Plan 2025-2050.

Please note: anyone can submit a response, the survey is anonymous. Councillor Bickford will send an email to the address provided on the SIP document to confirm the below response is from Saltash Town Council and ask we be kept up to date with future plans.

Questions and Answers as follows:

1. What do you think of the Peninsula Transport Strategic Implementation Plan?

Answer. Strongly Support.

2. Does the SIP align with the priorities set out within the Peninsula Transport Strategy?

Answer. Yes.

3. When considering the schemes identified within the SIP, which themes are most important to you?

Answer. Rail.

Please note that you can actually only pick one option.

4. Do you agree that the projects in the SIP delivery plan will help by driving economic growth and help the south west peninsula to prosper?

Answer. Strongly Support.

5. Do you have any other general comments on the Peninsula Transport SIP?

Answers:

Support Plymouth Metro and improvements of the platforms at Saltash Station to improve accessibility and operational reliability through height and length improvements.

Support the addition of a rail turnback option west of Saltash to facilitate more frequent rail journeys between Saltash and Plymouth.

Support the Peninsular Railcard.

Support all A38 Safety Improvements, but especially those focused between Saltash and Trerulefoot.

Support bus improvements.

Survey ends.

End of Report
Town Clerk