



Saltash Town Council

Konsel An Dre Essa



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

4 April 2025

Dear Councillor

I write to summon you to the **Meeting of Services Committee** to be held at the Guildhall on **Thursday 10th April 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

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 13 February 2025 as a true and correct record. (Pages 5 - 23)
6. To receive a recommendation from the Town Vision Sub Committee and consider any actions and associated expenditure. (Page 24)
7. To receive and review the Services Committee's Business Plan Deliverables for quarter four and consider any actions and expenditure. (Pages 25 - 37)
8. To receive the Services Committee budget statement and consider any actions and associated expenditure. (Pages 38 - 45)
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 46 - 55)
 - b. Grounds Maintenance Works; (Pages 56 - 84)
 - c. Work Request Log; (Page 85)
 - d. Vandalism and Anti-Social Behaviour Report; (Page 86)

- e. Statutory and Mandatory Building Asset Checks. (Pages 87 - 95)
11. To receive a report on the Pillmere play park survey and consider any actions and associated expenditure. (Pages 96 - 101)
 12. To receive an update on the Community Infrastructure Levy Fourth Round of Funding – Saltash Waterside Improvement Project and consider any actions and associated expenditure. (Pages 102 - 105)
 13. To receive an updated report on the Jubilee Pontoon and consider any actions and associated expenditure. (Pages 106 - 136)
 14. To receive an updated report on the CCTV and consider any actions and associated expenditure. (Pages 137 - 149)
(Pursuant to P&F held on 11.03.25 minute 146/24/25)
 15. To receive a Draft Internal CCTV Policy and consider any actions and associated expenditure. (Pages 150 - 155)
 16. To receive a report on the Christmas light switch on event 2025 and consider any actions and associated expenditure. (Page 156)
(Pursuant to Services Committee held 13.02.25 minute 115/24/25)
 17. To receive a report from Saltash Environmental Action and consider any actions and associated expenditure. (Page 157)
 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 July 2025 at 6.30 pm