



# Saltash Town Council

*Konsel An Dre Essa*



The Guildhall  
 12 Lower Fore Street  
 Saltash  
 PL12 6JX  
 Telephone: 01752 844846  
[www.saltash.gov.uk](http://www.saltash.gov.uk)  
 29 May 2026

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 4th June 2026 at 7.00 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 **no later than three working days before the meeting** either by email to [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk) or via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Please note if Councillors have any questions on the business to be transacted at this meeting the Clerk must be notified **no later than 12 noon the before the meeting.**

Planning applications can be viewed by Members of the Council prior to the meeting on the Cornwall Council's website [www.cornwall.gov.uk](http://www.cornwall.gov.uk). Members of the public may view planning applications online during normal working hours of 9:30 a.m. to 4:30 p.m. online at the Saltash Library Hub.

Yours sincerely,

S Burrows  
 Town Clerk / RFO

To:

Essa	Tamar	Trematon
A Ashburn	S Gillies	S Miller
R Bickford	M Johns	B Samuels (Vice-Chairman)
J Brady	S Martin	B Stoyel (Chairman)
R Bullock	P Nowlan	
L Mortimore	J Peggs	
P Samuels	J Suter	



## Agenda

1. Civility and Respect Pledge Reminder.  
The Town Council has adopted the Civility and Respect Pledge. Members are reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.
2. Health and Safety Announcements.
3. Apologies.
4. 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.
5. 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 three working days 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.
6. To receive and approve the Minutes of the Annual Meeting of Saltash Town Council held on 7 May 2026 as a true and correct record. (Pages 7 - 39)
7. To receive and approve the minutes of the Extraordinary Full Town Council Meeting held on 21 May 2026 as a true and correct record.
8. To receive and note the minutes of the following Committees and consider any recommendations:
  - a. Services held on 30 April 2026; (Pages 40 - 51)
  - b. Policy and Finance held on 12 May 2026; (Pages 52 - 62)
  - c. Planning and Licensing held on 19 May 2026. (Pages 63 - 70)
  - d. Extraordinary Personnel Committee held 14 May.

9. To receive the Chairman's report and consider any actions and associated expenditure. (Pages 71 - 72)
10. To receive the Monthly Crime Figures and consider any actions. (Page 73)
11. To receive a report from Community Enterprises PL12 and consider any actions and associated expenditure. (Page 74)
12. To receive a report from Community Area Partnerships and consider any actions and associated expenditure.
13. To receive a report on behalf of Safer Saltash and consider any actions and associated expenditure.
14. To receive a report from Saltash Chamber of Commerce and consider any actions and associated expenditure.
15. To receive a report from Cornwall Councillors and consider any actions and associated expenditure. (Pages 75 - 89)
16. To receive an update on the future of the health care in Saltash and consider any actions and associated expenditure.
17. To consider Risk Management reports as may be received.
18. Finance:
  - a. To advise the receipts for April 2026; (Page 90)
  - b. To advise the payments for April 2026; (Pages 91 - 94)
  - c. To report urgent and essential works actioned by the Town Clerk under Financial Regulations;
  - d. To note that bank reconciliations up to 30 April 2026 were reviewed as correct by the Chairman of Policy & Finance Committee and the Town Clerk;
  - e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Finance in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.
19. To receive Hudson Accounting Internal Auditors Year End Report dated 31 March 2026 and consider any actions. (Pages 95 - 99)

20. Annual Governance and Accountability Return 2025-2026 (AGAR);
  - a. To review and confirm whether there is no conflict of interest or if a conflict arises with the appointment of BDO LLP (External Auditor). (Page 100)
  - b. To review the appointment of Hudson Accounting as the Internal Auditor to Saltash Town Council and consider any actions and associated expenditure. (Pages 101 - 105)
  - c. To receive the Annual Governance Statement (Section 1) and consider any actions. (Page 106)
  - d. To receive the Accounting Statement (Section 2) and consider any actions. (Page 107)
  - e. To set the commencement date for the exercise of public rights. (Pages 108 - 110)
21. To receive and note a report on the Notice of Vacancy, Trematon Ward, Saltash. (Pages 111 - 113)
22. To appoint a Member to the Burial Authority Committee. (Page 114)
23. To appoint a Member to the following Working Groups: (Page 115)
  - a. Waterfront Management and Water Transport;
  - b. CIL Application - Fourth Round;
  - c. Longstone Depot Lease;
  - d. Sale of Burraton Field.
24. To appoint a Member to the CAP Climate Change outside partnership. (Page 116)
25. To receive notification from Cornwall Council regarding land and garages at Warraton Green, Saltash, and consider any actions and associated expenditure. (Pages 117 - 121)
26. To receive a report on the Armed Forces Covenant and consider any actions and associated expenditure. (Pages 122 - 132)
27. To receive a report from Saltash Red Bus and consider any actions and associated expenditure. (Pages 133 - 136)
28. To receive a report on the monthly information sessions held at Oaklands Community Centre and consider any actions. (Pages 137 - 138)  
**(Pursuant to FTC held on 15.01.2026 Minute nr. 315/25/26)**

29. Meet your Councillors: The next scheduled meeting date Saturday 20 June 2026 outside Saltash Heritage Museum, Fore Street.
30. 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.
31. To consider any items referred from the main part of the agenda.
32. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
33. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.
34. Date of next meeting: Thursday 2 July 2026 at 7:00 p.m.
35. Common Seal:  
I 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.