



# ***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)*

13 May 2026

Dear Councillor

I write to summon you to the **Meeting of the Planning and Licensing Committee** to be held at the Guildhall on **Tuesday 19th May 2026 at 6.30 pm.**

The meeting is open to members of the public and press. Members of the public wishing to speak about a planning application should register either by email to [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk) or via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX, **no later than three working days before the meeting** where the application will be considered.

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 day 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 4:30p.m. at the Saltash Library Hub.

Yours sincerely,

PP S Burrows  
Town Clerk / RFO

To:

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



## 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. To elect a Chairman.  
**(Written Ballot)**
3. To elect a Vice Chairman.  
**(Written Ballot)**
4. Health and Safety Announcements.
5. Apologies.
6. 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.
7. Public Questions - A 15-minute period when members of the public may speak about a planning application.  
  
Please note: Any member of the public requiring to speak about a planning application should register by email **no later than three working days before the meeting** where the application will be considered.  
  
Members of the public are advised to review the Receiving Public Questions, Representations and Evidence at Meetings document prior to attending the meeting.
8. To receive and approve the minutes from the Planning and Licensing Committee held on 21 April 2026 as a true and correct record. (Pages 6 - 17)
9. To review the Planning and Licensing Business Plan Deliverables and consider any actions and associated expenditure; (Pages 18 - 19)
10. To consider Risk Management reports as may be received.
11. To receive a report on Neighbourhood Priority Statements and consider any actions and associated expenditure. (Pages 20 - 35)

12. Planning:  
a. Applications for consideration:

**PA20/02746**

Mr and Mrs Jane – **6 Linnet Court Latchbrook Saltash PL12 4UJ**

Single storey rear extension, with internal alterations. Boundary treatment works.

**Ward: Trematon**

Date received: 05 May 2026

Response date: 26 May 2026

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TDYGS5FGN5400>

**PA26/02036**

Mr Danny Butchers UK Wages – **The Annexe Tavy View Carkeel Saltash PL12 6NR**

Change of use of existing annex from C3 (dwellinghouse), to E(g)(i)(administrative office) to serve as the office for UK Wages, a local payroll business employing six members of staff.

**Ward: Trematon**

Date received: 05 May 2026

Response date: 26 May 2026

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TCG41KFGKVZ00>

**PA26/01750**

Mrs. Pippa Hyam – **Wivelscombe Manor Elmgate Saltash Cornwall PL12 4QY**

Erection of machinery store.

**Ward: Trematon**

Date received: 06 May 2026

Response date: 27 May 2026

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TBVUSPFGG4M00>

**PA26/01886**

Mrs Karen Bowen – **28 Spencer Gardens St Stephens Saltash Cornwall PL12 4PE**

Conversion of existing garage to residential use.

**Ward: Essa**

Date received: 28 April 2026

Response date: 21 May 2026

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TC3TGCFG L6N00>

**PA26/02440**

Mr Michael Bullock – **5 Deer Park Saltash Cornwall PL12 6HE**

Proposal to provide offroad parking at the front of 5 Deer Park, Saltash by removing the existing lawned area and building new retaining walls and a hard standing.

**Ward: Tamar**

Date received: 11 May 2026

Response date: 1 June 2026

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TDBI3EFGI6V00>

**PA26/02792**

Mr and Mrs D O'Brien – **25 St Stephens Road Saltash Cornwall PL12 4BG**

Loft Conversion to create two extra bedrooms with a shared dormer.

**Ward: Essa**

Date received: 11 May 2026

Response date: 1 June 2026

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TE237SFGHS400>

**PA26/03075**

Mr and Mrs G Wellington – **1 Warraton Road Saltash Cornwall PL12 4HZ**

Construction of front entrance porch and garage/store. Formation of off road parking space.

**Ward: Essa**

Date received: 11 May 2026

Response date: 1 June 2026

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TEMC6VFG1W400>

**PA26/02892**

St James Court (Saltash) Limited – **74-94 Fore Street Saltash Cornwall PL12 6JW**

Changes to the facade of the building following planning permission being granted under application PA24/09840

**Ward: Tamar**

Date received: 12 May 2026

Response date: 2 June 2026

<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TE918DFGLM500>

b. Tree applications:

None received.

c. Tree notifications:

None received.

13. Consideration of licence applications:

None received.

14. 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.

15. To consider any items referred from the main part of the agenda.

16. Public Bodies (Admission to Meetings) Act 1960:

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

17. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of Next Meeting: Tuesday 16 June 2026 at 6.30 pm