Saltash Town Council

Konsel An Dre Essa

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

6 November 2026

Dear Councillor

I write to summon you to an **Extraordinary Services Committee meeting** to be held at the Guildhall on **Thursday 12th November 2026 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 **no later than three working days before the meeting** either by email to enquiries@saltash.gov.uk or via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

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

Yours sincerely,

Councillor S Gillies
Chairman of Services

To:

Essa	**Tamar**	**Trematon**
A Ashburn	S Gillies (Chairman)	S Miller
R Bickford (Vice-Chairman)	M Johns	B Samuels
R Bullock	S Martin	S Slavin
L Mortimore	P Nowlan	B Stoyel
P Samuels	J Peggs	
J Steers	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 Services Committee held on 15 October 2026 as a true and correct record. (Pages 4 - 9)

7. To receive and approve the minutes of the closed Library Sub Committee as a true and correct record and consider any recommendations. (Pages 10 - 19)

8. To receive a report on the pontoon and consider any actions and associated expenditure. (Pages 20 - 24)

9. To receive the following reports and consider any actions and associated expenditure: (Pages 25 - 27)

   a. Five-year repair and maintenance plan; (Pages 28 - 32)

   b. Building condition report. (Pages 33 - 70)

10. To set the Services Committee Fees and Charges for the year 2027/28 recommending to the Policy and Finance Committee on 24 November 2026. (Pages 71 - 73)

11. To set the Services Committee budgets for the year 2027/28 recommending to the Policy and Finance Committee on 24 November 2026. (Pages 74 - 82)

12. 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.

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

14. Public Bodies (Admission to Meetings) Act 1960:
    To resolve that the public and press be re-admitted to the meeting.

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

Date of Next Meeting: Thursday 10 December 2026 at 6.30 pm