

Freedom of Information Disclosure Log – June 2023 – December 2023

Saltash Town Council is committed to being open and transparent. As part of our obligations under the Freedom of Information, responses to requests will be published here. This is also known as the disclosure log.

Environmental Information Regulations (EIR) applications will also be included here.

FOI– Systems and procedures in place to administer STC allotment scheme.

Request reference number: 2023 06 01

Date of response: June 2023

Summary of request:

Multiple questions relating to the three allotment sites overseen by Saltash Town Council.

Response:

The request was refused due to the estimated time required to locate and supply the information requested. Assistance was provided to refine the request.

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FOI– Setting allotment fees and charges; procedure at Town Council meetings

Request reference number: 2023 07 01

Date of response: July 2023

Summary of request:

1. Who has the responsibility for setting allotments fees and what criteria is used?
2. Is it normal for a Councillor to propose the fees and charges at a Committee meeting?

Response:

1. All fees and charges are reviewed annually as part of the budget setting process. The role of the Town Clerk is to advise Members of the Council and give them the information required to enable them to make informed decisions. The Town Clerk is also the Responsible Finance Officer who prepares the draft budgets for the Council to consider as part of the decision making process when reviewing and updating allotment fees and charges across the different sites owned by the Town Council. The budget setting process involves reviewing the current year budget and spending, determining the cost of spending plans, assessing levels of anticipated income, providing for contingencies and the need for reserves. This may include responding to inflationary forces.
2. The procedure at meetings is laid down in the Council Standing Orders a copy of which is available on the Town Council website. Motions, or proposals, for consideration by the relevant committee are listed on the agenda for the meeting which is issued by the Town Clerk. At the meeting a Member of the Council will propose a motion and another Member will second the proposal. All Members will then have the opportunity to vote on the proposal.

The Town Clerk as Proper Officer to the Council is responsible for implementing the decisions made by the Council.

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FOI– Supply of water at two allotment sites; tree work risk assessment

Request reference number: 2023 07 02

Date of response: N/A

Summary of request:

1. Does Saltash Town Council provide a 'dedicated' water supply to its allotment sites at Fairmead and Grenfell and if so how do the allotmenters who have plots there pay for it and by how much per year?
2. Did the Services Team or AN Other acting on behalf of this team carry out a risk assessment before removing the large trees at the 'bottom' of the 'new' Churchtown Farm Allotment site before carrying out the work there on or about the 1st April 2022.

Response:

REQUEST WITHDRAWN

FOI– Information relating to planning applications

Request reference number: 2023 10 02

Date of response: October 2023

Summary of request:

- The dates of any planning applications made by Nalu Homes (formerly trading as Talo Homes) between January 2020 – present.
- The location of any planning applications made by Nalu Homes (formerly trading as Talo Homes) between January 2020 – present.
- The outcome of any planning applications made by Nalu Homes (formerly trading as Talo Homes) between January 2020 – present.

Response:

The requester was directed to Cornwall Council, the responsible planning authority.

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FOI– Information regarding the business rates liability for a property.

Request reference number: 2023 10 02

Date of response: November 2023

Summary of request:

Information regarding the business rates liability for a property in Saltash.

Response:

Information not held. Requester directed to Cornwall Council (Unitary Authority with responsibility for business rates).