

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 7th March 2024 at 7.00 pm

PRESENT: Councillors: R Bickford (Chairman), J Brady, R Bullock, J Dent, J Foster, S Gillies, M Griffiths, S Lennox-Boyd, S Martin, S Miller, L Mortimore, J Peggs (Vice-Chairman), P Samuels and B Stoyel.

ALSO PRESENT: 2 Members of the Public, M Worth (Cornwall Council), S Burrows (Town Clerk / RFO) and D Joyce (Administration Officer)

APOLOGIES: B Samuels and D Yates.

350/23/24 PRAYERS.

The Chairman announced the first item of business would be agenda item 2 – Prayers.

The Deputy Chairman led Members in prayers.

351/23/24 HEALTH AND SAFETY ANNOUNCEMENTS.

The Chairman informed those present of the actions required in the event of a fire or emergency.

352/23/24 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.

None.

b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

353/23/24 CHAIRMAN'S REPORT.

It was **RESOLVED** to note.

354/23/24 MONTHLY CRIME FIGURES.

It was **RESOLVED** to note.

355/23/24 REPORT BY COMMUNITY ENTERPRISES PL12.

It was **RESOLVED** to note.

356/23/24 COMMUNITY AREA PARTNERSHIPS (CAP'S) REPORT FOR NOTING OR MATTERS ARISING.

No report.

357/23/24 COMMUNITY AREA PARTNERSHIPS (CAP'S) ACTION POINTS FOR REPORTS.

No actions.

358/23/24 TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH.

Councillor Lennox-Boyd provided a verbal report on the Safer Saltash meeting held on 8th February 2024.

The verbal update included but was not limited to anti-social behaviour, strengthened relationships between secondary schools, parking issues and the homeless.

Members spoke of the increase of homelessness within Saltash and agreed further promotions for signposting residents to the Saltash Hope helpline to be made via the Town Council social media channels.

It was **RESOLVED** to note.

359/23/24 TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE.

It was **RESOLVED** to note.

360/23/24 TO RECEIVE A REPORT FROM THE CLIMATE CHANGE AND ENVIRONMENTAL WORKING GROUP.

Councillor Gillies Chairman of the Climate Change and Environmental working group briefed Members on the report received and contained within the circulated reports pack.

It was proposed by Councillor Gillies, seconded by Councillor Bickford and **RESOLVED:**

1. To dissolve the Climate Change and Environmental Working Group with immediate effect;
2. To continue to support Saltash Environmental Action with the free use of Isambard House, where their goals and objectives continue to meet the Town Council's in respect of climate and environment matters;
3. The Town Vision Sub Committee to prepare a climate change strategy as part of the Town Council strategic priorities.

361/23/24 TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS.

Cornwall Councillor Worth gave a verbal update and spoke of items such as the Town Bus and its participation in the upcoming Transport Trial Day to be held on 30th March 2024.

Cornwall Councillor Worth spoke of further promotions and improved branding of the Town Bus with the view to include educational information to residents in hailing the bus to stop in a safe place.

Cornwall Councillor Worth went on to speak of the parish express bus 454, which will link Landulph and Hatt to Saltash train station in co-ordination with train times going into Plymouth and Cornwall on Mondays only. The aim is to provide a return 454 service in the afternoon with links through the town centre and on to the Health Centre.

Cornwall Councillor Worth added that a new further 451 bus service on a Wednesday will provide links from/to Landrake and the centre of Saltash via Tamar View Garden Centre.

Cornwall Councillor Worth recently attended a meeting with the Police and Crime Commissioner for the launch of a brand new service for the victims of crime. Cornwall Councillor Worth spoke of the informative presentation provided on the criminal justice services in Devon and Cornwall and videos of those affected by crime and how the services link.

Cornwall Councillor Worth encouraged Members to view the presentation and videos that the Town Clerk is to circulate.

Cornwall Councillor Lennox-Boyd spoke of a resident who approached her in regard to accessibility issues being experienced throughout the town centre.

Cornwall Councillor Lennox-Boyd and the Chairman met with the resident and were surprised at the amount of areas, shops and services that were inaccessible and uncompliant under the Disability Act.

Members discussed the need for an accessibility pledge as a Town Council to promote and ensure Saltash is an inclusive and accessible place to live, work and visit.

It was proposed by Councillor Bickford, seconded by Councillor Peggs and **RESOLVED** to refer to Town Team to consider all disability access in the Town Centre reporting back at a future Full Council meeting.

362/23/24 TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS.

It was proposed by Councillor Peggs, seconded by Councilor Bickford and **RESOLVED** to note the report and support a public evening meeting offering the Guildhall as a free of charge venue to hold the meeting.

363/23/24 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

364/23/24 QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.

None received.

365/23/24 **TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 8TH FEBRUARY 2024 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

The Chairman informed Members the date of the meeting showing on the agenda is incorrect and confirmed the recorded minutes had the correct date of Thursday 1st February 2024.

It was proposed by Councillor Bickford, seconded by Councillor Miller and **RESOLVED** that the minutes of the Full Town Council Meeting held on 1st February 2024 were confirmed as a true and correct record.

366/23/24 **FINANCE:**

a. To advise the receipts for January 2024;

It was **RESOLVED** to note.

b. To advise the payments for January 2024;

It was **RESOLVED** to note.

c. Urgent and essential works actioned by the Town Clerk under Financial Regulations.

None.

d. To note that bank reconciliations up to 31st January 2024 were reviewed as correct by the Chairman of Policy & Finance Committee and the Town Clerk.

It was **RESOLVED** to note.

e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Finance in line with the Council's Financial Regulations. It was noted that there are no discrepancies to report.

It was **RESOLVED** to note.

367/23/24 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

a. Services held on 8th February 2024;

It was **RESOLVED** to note the minutes. There were no recommendations.

b. Planning and Licensing held on 16th February 2024;

The Chairman informed Members the date of the meeting showing on the agenda is incorrect and confirmed the recorded minutes had the correct date of Tuesday 20th February 2024.

It was **RESOLVED** to note the minutes. There were no recommendations.

c. Extraordinary Policy and Finance held on 27th February 2024;

It was **RESOLVED** to note the minutes and consider the following recommendations.

RECOMMENDATION 1:

156/23/24 TO REVIEW THE TOWN COUNCIL'S POLICIES AND PROCEDURES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE:

The Town Council policies can be found on the below link.

[Please click here to view and download the Town Council Policies.](#)

Members considered and reviewed each individual policy, section by section.

a. Employees

1. NJC Green Book
2. Data Protection – Criminal Records Information Policy
3. Data Protection Policy (Employees)
4. Disability Employment Policy
5. Employee Handbook 2023
6. Protocol for Member Officer Relations
7. Provision of IT and Acceptable Use Policy
8. Recruitment and Selection Policy

It was proposed by Councillor Miller, seconded by Councillor P Samuels and resolved to **RECOMMEND** the Employees policies and amendments (as attached) to Full Council to be held on 7th March 2024.

It was proposed by Councillor Miller seconded by Councillor Dent and **RESOLVED** to approve the above recommendation and to readopt the Employees policies at the Annual Meeting of the Town Council held in May (as attached).

RECOMMENDATION 2:

b. Finance:

1. Accounts and Audit Regulations 2015
2. Annual Business Continuity Plan
3. Annual Internal Audit and Business Risk Assessment
4. Annual Reserves Policy 2024-25
5. Annual Statement on Internal Control 2024-25
6. Annual Treasury Management Strategy
7. Anti-Bribery Policy Statement and Anti-Fraud and Corruption Strategy 2024-25
8. Local Government Pension Scheme
9. Receipting of Income and Banking Procedures
10. Risk Management Plan Statement 2024-25
11. Risk Management Strategy 2024-25
12. Scheme of Delegation
13. Financial Regulations 2024-25

It was proposed by Councillor Foster, seconded by Councillor Stoyel and resolved to **RECOMMEND** the Finance policies and amendments (as attached) to Full Council to be held on 7th March 2024.

It was proposed by Councillor Miller seconded by Councillor Stoyel and **RESOLVED** to approve the above recommendation and to readopt the Finance policies at the Annual Meeting of the Town Council held in May (as attached).

RECOMMENDATION 3:

c. General:

1. Acquisition or Sale of Land and Property
2. Allotments
3. Complaint Handling and Customer Behaviour Policies
4. Communications Policy and Strategy
5. Data Retention and Disposal Policy
6. Equality and Diversity Policy
7. Events and Hire of Town Council Premises
8. FOI Model Publication Scheme 2024-25
9. Freedom of Information Policy
10. Grants Policy
11. Match Funding Policy
12. Planning – a Guide for Councillors
13. Public Loudspeaker Policy
14. Receiving Public Questions, Representations and Evidence at Meetings
15. Safeguarding Policy
16. Social Media Policy
17. Standing Orders
18. STC Seals and Logo
19. Terms of Reference – Committees and Sub-Committees
20. Training and Development Policy

It was proposed by Councillor Foster, seconded by Councillor Dent and resolved to **RECOMMEND** to remove the restrictions on Chairmanship from all Terms of Reference to Full Council on 7th March 2024.

Members debated the removal of restrictions on Chairmanship from all Terms of Reference.

Councillor Miller requested a recorded vote be taken.

Bickford	For
Brady	Against
Bullock	For
Dent	For
Foster	For
Gillies	For
Griffiths	For
Lennox-Boyd	For
Martin	For
Miller	For
Mortimore	For
Peggs	For
B Samuels	Absent
P Samuels	Against
Stoyel	Against
Yates	Absent

It was proposed by Councillor Dent seconded by Councillor Martin and following a recorded vote of 11 for, it was **RESOLVED** to approve the above recommendation and to readopt the Terms of Reference policy at the Annual Meeting of the Town Council held in May (as attached).

RECOMMENDATION 4:

It was proposed by Councillor Miller, seconded by Councillor Foster and **RESOLVED** to:

4. **RECOMMEND** to Full Council to be held on 7th March 2024 the remaining General policies and amendments (as attached).

It was proposed by Councillor Miller seconded by Councillor Foster and **RESOLVED** to approve the above recommendation and to readopt the General policies at the Annual Meeting of the Town Council held in May (as attached).

RECOMMENDATION 5:

d. Health and Safety

1. Health and Safety Manual

e. Library

1. Home Library Service
2. Library Stock Management Policy

It was proposed by Councillor Foster, seconded by Councillor Bullock and resolved to **RECOMMEND** the Health and Safety and Library policies (as attached) to Full Council to be held on 7th March 2024.

It was proposed by Councillor Miller seconded by Councillor Foster and **RESOLVED** to approve the above recommendation and to readopt the Health and Safety and Library policies at the Annual Meeting of the Town Council held in May (as attached).

RECOMMENDATION 6:

e. Members

1. Advisory Dress Code (Councillors)
2. Co-option Policy
3. Code of Conduct

It was proposed by Councillor Lennox-Boyd, seconded by Councillor Stoyel and resolved to **RECOMMEND** the Members policies (as attached) to Full Council to be held on 7th March 2024.

Councillor Martin requested further consideration be given to the removal of the Advisory Dress Code (Councillors).

Members debated the advisory policy.

It was proposed by Councillor Griffiths seconded by Councillor Dent and **RESOLVED** to remove the Advisory Dress Code (Councillors) from the Town Council library of policies and include guidance under a Q and A section of the Councillor Induction Pack.

Further consideration was given to the remaining Co-Option Policy and Code of Conduct.

It was proposed by Councillor Miller, seconded by Councillor Stoyel and **RESOLVED** to approve the recommendation and to readopt the remaining Members policies at the Annual Meeting of the Town Council held in May (as attached).

RECOMMENDATION 7:

f. Civic

1. Awarding the Honorary Freedom of Saltash
2. Civic Awards
3. Civic Handbook
4. Election of Mayor and Deputy Mayor

It was proposed by Councillor Stoyel, seconded by Councillor B Samuels and resolved to **RECOMMEND** the Civic policies and amendments (as attached) to Full Council to be held on 7th March 2024.

It was proposed by Councillor Miller, seconded by Councillor Stoyel and **RESOLVED** to approve the above recommendation and to readopt the Civic policies at the Annual Meeting of the Town Council held in May (as attached).

2. Joint Burial Board held on 27th February 2024;

It was **RESOLVED** to note the minutes. There were no recommendations.

3. Personnel held on 29th February 2024.

It was **RESOLVED** to note the minutes and consider the following recommendations.

Councillor Martin requested a recorded vote be taken for all recommendations.

RECOMMENDATION 1:

84/23/24 TO REVIEW THE CHRISTMAS AND NEW YEAR SHUT DOWN FOR THE YEAR 2024 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was proposed by Councillor Stoyel, seconded by Councillor Miller and unanimously resolved to **RECOMMEND** to Full Council held on 7th March:

1. The Town Council Christmas shutdown period to commence on Tuesday 24th December 2024 at 12.30 and re-opens on Thursday 2nd January 2025;
2. Staff to take annual leave on 27th, 30th and 31st December 2024 to cover the Christmas shutdown period;
3. This will not apply to operational staff who are required to remain on duty during this period by an agreed on call rota system to carry out essential services in the town.

Bickford	For
Brady	For
Bullock	For
Dent	For
Foster	For
Gillies	For
Griffiths	For
Lennox-Boyd	For
Martin	For
Miller	For
Mortimore	For
Peggs	For
B Samuels	Absent
P Samuels	For
Stoyel	For
Yates	Absent

It was proposed by Councillor Martin, seconded by Councillor Stoyel and following a recorded vote of 14 for, it was **RESOLVED** to approve the above recommendation.

RECOMMENDATON 2:

85/23/24 TO REVIEW THE 'SALTASH DAY' FOR THE YEAR 2024 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was proposed by Councillor Martin, seconded by Councillor Stoyel and unanimously resolved to **RECOMMEND** to Full Council held on 7th March:

1. Half a day be awarded to all staff on Tuesday 24th December 2024, finishing at 12.30;
2. To allocate staff that work part time, the half a day in the morning rather than the afternoon.

Bickford	For
Brady	For
Bullock	For
Dent	For
Foster	For
Gillies	For
Griffiths	For
Lennox-Boyd	For
Martin	For
Miller	For
Mortimore	For
Peggs	For
B Samuels	Absent
P Samuels	For
Stoyel	For
Yates	Absent

It was proposed by Councillor Martin, seconded by Councillor Stoyel and following a recorded vote of 14 for, it was **RESOLVED** to approve the above recommendation.

RECOMMENDATION 3 AND 4:

92/23/24 TO RECEIVE THE FOLLOWING DRAFT JOB DESCRIPTIONS AND PERSON SPECIFICATIONS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE:

a. Development Manager;

It was proposed by Councillor Foster, seconded by Councillor Miller and unanimously resolved to **RECOMMEND** to Full Council held 7th March to:

1. Approve the new role, Development and Engagement Manager into the existing Town Council organisation structure;
2. Approve the job description and person specification (as attached) subject to the HR Advisers review and sign off;
3. To advertise from 1st April 2024;
4. To note the new role will assist with the implementation of the Business Plan and other Town Council business.

b. Communications and Engagement Officer.

It was proposed by Councillor Martin, seconded by Councillor Miller and unanimously resolved to **RECOMMEND** to Full Council held 7th March to:

1. Approve the new role, Communications and Engagement Officer into the existing Town Council organisation structure;
2. Approve the job description and person specification (as attached) subject to the HR Advisers review and sign off;
3. To advertise from 1st April 2024.

Members discussed the roles and responsibilities contained within the job descriptions.

Bickford	For
Brady	Against
Bullock	For
Dent	For
Foster	For
Gillies	For
Griffiths	For
Lennox-Boyd	For
Martin	For
Miller	For
Mortimore	For
Peggs	For
B Samuels	Absent
P Samuels	Against
Stoyel	For
Yates	Absent

It was proposed by Councillor Martin, seconded by Councillor Griffiths and following a recorded vote of 12 for, it was **RESOLVED** to approve the above recommendation.

RECOMMENDATION 5:

94/23/24 TO RECEIVE A REPORT ON THE ANNUAL STAFF PERFORMANCE REVIEWS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Town Clerk informed Members that the annual staff performance reviews have taken place.

It was proposed by Councillor Martin, seconded by Councillor Stoyel and unanimously resolved to **RECOMMEND** to Full Council held on 7th March to approve all incremental point progressions for eligible staff for the year 2024-25, from 1st April 2024.

Bickford	For
Brady	For
Bullock	For
Dent	For
Foster	For
Gillies	For
Griffiths	For
Lennox-Boyd	For
Martin	For
Miller	For
Mortimore	For
Peggs	For
B Samuels	Absent
P Samuels	For
Stoyel	For
Yates	Absent

It was proposed by Councillor Martin, seconded by Councillor Dent and following a recorded vote of 14 for, it was **RESOLVED** to approve the above recommendation.

368/23/24 TO RECEIVE AND NOTE THE MINUTES OF THE TOWN VISION SUB COMMITTEE HELD ON 15TH FEBRUARY 2024 AND CONSIDER ANY RECOMMENDATIONS.

It was **RESOLVED** to note the minutes and consider the following recommendations.

RECOMMENDATION 1:

46/23/24 TO RECEIVE THE DRAFT TOWN COUNCIL BUSINESS PLAN AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman referred Members to the circulated draft Town Council Business Plan contained within the reports pack.

Members considered and discussed the draft Town Council Business Plan.

It was proposed by Councillor Griffiths, seconded by Councillor Gillies and resolved to **RECOMMEND:**

1. To approve and adopt the Town Council Business Plan (as attached) to Full Council to be held on 7th March 2024;
2. To display the Town Council Business Plan on the Library TV, Town Council website and social media channels with hard copies available to view at the Library and Guildhall and reference to the Business Plan in Meet your Councillors leaflets;
3. For the Town Council Business Plan to be received and noted at the Annual Meeting of the Town Council on 2nd May 2024.

Councillor Griffiths briefed Members on the journey of the Business Plan to date and the importance of the Business Plan to further progress Saltash Town Council and to monitor the Plan over the three year period.

Members discussed in length the Business Plan before them.

Councillor Bickford requested a recorded vote be taken.

Bickford	For
Brady	Against
Bullock	For
Dent	For
Foster	For
Gillies	For
Griffiths	For
Lennox-Boyd	For
Martin	For
Miller	For
Mortimore	For
Peggs	For
B Samuels	Absent
P Samuels	Abstain
Stoyel	For
Yates	Absent

It was proposed by Councillor Peggs, seconded by Councillor Griffiths and following a recorded vote of 12, it was **RESOLVED** to approve the above recommendation.

RECOMMENDATION 2:

48/23/24 TO RECEIVE THE DRAFT TOWN COUNCIL BUSINESS PLAN APPENDICES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman referred Members to the Draft Town Council Business Plan Appendices comprising of a monitoring template and activity plan, circulated in the reports pack.

The Town Clerk explained the function of the documents, the role of the Committees and Sub Committees, with the need for the Town Vision to undertake an overarching monitoring role on behalf of the Town Council.

It was proposed by Councillor Griffiths, seconded by Councillor Peggs and resolved to **RECOMMEND:**

1. Approval of the Activity Plan and Monitoring Template to Full Council to be held on 7th March 2024, to support the Business Plan;
2. The Activity Plan to the relevant Committees and Sub Committees for regular review;
3. Delegation to the Town Clerk to continue to work up the Activity Plan and Monitoring Template for April 2024, to include the colour coding from the Business Plan;
4. Delegation to the Town Vision Sub Committee to undertake an overarching monitoring role on behalf of the Town Council, reporting back as required.

Councillor Griffiths requested a recorded vote be taken.

Bickford	For
Brady	For
Bullock	For
Dent	For
Foster	For
Gillies	For
Griffiths	For
Lennox-Boyd	For
Martin	For
Miller	For
Mortimore	For
Peggs	For
B Samuels	Absent
P Samuels	For
Stoyel	For
Yates	Absent

It was proposed by Councillor Griffiths, seconded by Councillor Gillies and following a recorded vote of 14 for, it was **RESOLVED** to approve the above recommendation.

The Chairman called a comfort break at 20:48.

The Chairman reconvened the meeting at 20:55.

369/23/24 **THE MAYOR TO ANNOUNCE THE CALL FOR WRITTEN NOMINATIONS FOR THE OFFICE OF MAYOR AND DEPUTY MAYOR FOR THE YEAR 2024/25.**

It was proposed by Councillor Bickford, seconded by Councillor Brady and **RESOLVED** to note the call and approve the Extraordinary Full Council meeting of the Town Council to elect the Mayor and Deputy Mayor elect on Thursday 21st March 2024 at 6:30p.m.

Councillor Foster returned and joined the meeting.

370/23/24 TO RECEIVE A REPORT FROM THE FREEDOM OF SALTASH PANEL AND CONSIDER ANY ACTIONS.

The Chairman briefed Members on the report received and contained within the circulated reports pack.

It was proposed by Councillor Bickford, seconded by Councillor Brady and **RESOLVED:**

1. To call an Extraordinary Full Council meeting on Thursday 21st March 2024 upon the rising of the 6:30p.m. Full Council meeting, to receive a report on a nomination/nominations for Honorary Freeman/Freewomen and consider awarding the honour;
2. To approve the panel's report to only consist of the nominations that fully meet the criteria of the Awarding the Honorary Freedom of Saltash and to further review the policy.

371/23/24 TO RECEIVE A REPORT FROM THE D-DAY 80 WORKING GROUP AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Councillor Peggs briefed Members on the report received and contained within the circulated reports pack.

The Town Clerk brought Members attention to the recommendation to allocate associated cost to a Policy and Finance budget code and requested Members approve the expenditure at this evening's meeting due to the time constraints and the next Policy and Finance meeting to be held 14th May.

Members confirmed that although dignitaries are to be invited, a Civic Event was not required.

It was proposed by Councillor Peggs, seconded by Councillor P Samuels and **RESOLVED** to:

1. Approve the schedule of events proposed within the report;
2. Approve associated cost up to a maximum of £1,500 allocated to budget code 6202 PF Civic Occasion;
3. Approve the appointment of Councillor Jon Foster to undertake the role of Town Crier for the D-Day 80 commemorations as a non paid volunteer.

372/23/24 TO RECEIVE AN UPDATE ON THE COMMUNITY LEVELLING UP PROJECT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Town Clerk briefed Members on the report received and circulated within the reports pack.

Members discussed the upcoming Transport Trial and the exhibition and activities planned on 30th March 2024.

The Town Clerk requested Members assist where possible on the day.

It was **RESOLVED** to note.

373/23/24 TO RECEIVE A CONSULTATION FROM CORNWALL COUNCIL ON PROPOSED TRAFFIC CHANGES IN SALTASH AND CONSIDER ANY ACTIONS.

It was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED:**

1. To support and respond to the proposal to extend the no waiting at any time restrictions on Albert Road as the Town Council have done previously (minute nr. 337/22/23);
2. To note the Town Council contributed £5,000 for the Albert Road scheme (minute nr. 337/22/23);
3. To note the proposal to install disabled bays at Tavy Road and Beatrice Avenue, St Stephens.

374/23/24 MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 9TH MARCH 2024 OUTSIDE BLOOM HEARING, FORE STREET.

- a. The next scheduled meeting date Saturday 9th March 2024 outside Bloom Hearing, Fore Street.

It was proposed by Councillor Bickford, seconded by Councillor Martin and **RESOLVED** for Councillors Bullock, Lennox-Boyd, Dent, Miller, Martin and Bickford to attend.

375/23/24 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.

376/23/24 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

377/23/24 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

378/23/24 TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.

None.

379/23/24 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

It was proposed by Councillor Bickford, seconded by Councillor Bullock and **RESOLVED** to issue the following Press and Social Media releases:

1. Town Council Business Plan;
2. D-Day 80;
3. Homeless – Saltash Hope;
4. Meet Your Councillors.

380/23/24 DATE OF NEXT MEETING:

Extraordinary Full Council to be held on Thursday 21 March 2024 at 6.30 pm to consider nominations for the Mayor and Deputy Mayor Elect 2024-25.

Extraordinary Full Council to be held on Thursday 21 March 2024 upon the rising of the 6.30pm Full Council meeting.

381/23/24 **COMMON SEAL:**

It was **RESOLVED** that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.

Rising at: 9.22 pm

Signed: _____
Chairman

Dated: _____