

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 5th September 2024 at 7.00 pm

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

ALSO PRESENT: Five Members of the Public, One Member of the Press, H Frank (Cornwall Council) and M Worth (Cornwall Council), V Parker (Assistant Team Leader for Cornwall Council's Integrated Waste Management Contract), S Burrows (Town Clerk / RFO) and D Joyce (Administration Officer).

APOLOGIES: J Brady, B Samuels and P Samuels.

170/24/25 HEALTH AND SAFETY ANNOUNCEMENTS.

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

171/24/25 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.

172/24/25 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

173/24/25 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 1 AUGUST 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.

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

174/24/25 TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE HELD ON 20 AUGUST 2024 AND CONSIDER ANY RECOMMENDATIONS.

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

175/24/25 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING SUB COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

a. Town Vision held on 15 August 2024;

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

RECOMMENDATION:

22/24/25 TO REVIEW THE TOWN VISION TERMS OF REFERENCE AND CONSIDER ANY ACTIONS.

Members received and discussed the draft Terms of Reference contained within the reports pack.

It was proposed by Councillor Griffiths, seconded by Councillor Bickford and resolved to **RECOMMEND** to Full Council to be held on 5 September 2024 to approve and adopt the amendments to the Town Vision Terms of Reference with the addition of the Impact Assessment to the Climate Change Strategies, as attached.

It was proposed by Councillor Griffiths, seconded by Councillor Gillies and **RESOLVED** to approve the above recommendation.

b. Library held on 29 August 2024.

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

176/24/25 TO RECEIVE A PRESENTATION ON THE SALTASH RECYCLING CENTRE AND TRAFFIC MANAGEMENT AND CONSIDER ANY ACTIONS.

Members welcomed Victoria Parker, Assistant Team Leader for Cornwall Council's Integrated Waste Management Contract.

Victoria provided a presentation updating Members on the upcoming trial of a booking system at Saltash Recycling Centre set to begin on Monday 9 September 2024.

The introduction of the booking system aims to address the high traffic volumes and congestion at the centre which have resulted from limited onsite queuing capacity, long wait times and safety concerns on nearby highways.

By trialing this system, the waste management services hope to better manage peak periods and demand with evidence suggesting that such booking systems help to reduce traffic congestion, streamline operations and improve overall customer satisfaction.

Members expressed frustration at not being notified prior to the service being actioned.

Members raised concerns about potential delays caused by ship compaction changeovers as well as the possibility of increased fly-tipping.

Victoria acknowledged these concerns assuring Members that they had been carefully considered. Victoria confirmed that these issues would be closely monitored throughout the trial period with appropriate action taken as needed.

Victoria distributed leaflets to the Members, who requested that additional promotional materials be provided to the Town Council to help ensure clear communication with the residents of Saltash on the changes to the service and how to book a dedicated time slot.

It was **RESOLVED** to note the briefing overview presentation and to thank Victoria for her attendance at this evening's meeting.

177/24/25 TO RECEIVE THE CHAIRMAN'S REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

178/24/25 TO RECEIVE THE MONTHLY CRIME FIGURES AND CONSIDER ANY ACTIONS.

The Chairman informed Members of the newly appointed Neighbourhood Police Officer and of a scheduled introduction meeting being attended next week.

Members requested the Chairman extend an invite to the newly appointed Neighbourhood Police Officer to future Meet Your Councillor session.

It was **RESOLVED** to note.

179/24/25 TO RECEIVE A REPORT FROM COMMUNITY ENTERPRISES PL12 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman expressed thanks to Jo Grail Chairman of Community Enterprises PL12 (CEPL12), who was present at this evening's meeting, for her dedicated support and hard work. Members also voiced their strong commitment to supporting CEPL12 in any way they can.

Members were saddened to learn of the redundancy of the post of Kitchen Manager currently undertaken by Chris Cook. They asked for their appreciation to be conveyed to Chris for his contributions and hard work in the role.

Jo provided an update on the recently launched "Save Our Space" campaign which is soon to be renamed "Save Our Services". Jo emphasised the ongoing need to identify and secure funding to ensure the continued operation of both the Community Kitchen and shop.

Jo highlighted that CEPL12's services rely entirely on donations and external grant funding. Any support the community can provide is crucial for the sustainability of these services and is deeply appreciated.

It was **RESOLVED** to note.

180/24/25 TO RECEIVE A REPORT FROM COMMUNITY AREA PARTNERSHIPS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

181/24/25 TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

182/24/25 TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members discussed the report received and contained within the circulated reports pack.

Members requested that the Saltash Chamber join with the Town Council in advocating for additional and enhanced mainline rail services for Saltash, particularly in light of the upcoming tunnel works scheduled to begin in the coming months.

It was **RESOLVED** to note.

183/24/25 TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Cornwall Councillor Frank provided a brief verbal summary of the report contained in the circulated reports pack.

Councillor Frank elaborated on the proposed transfer of assets. In particular, Cornwall Council owned car parks and the potential leasing to Automatic Number Plate Recognition (ANPR) enforcement companies.

Councillor Frank clarified that the transfer was not part of a devolution package.

However, noted that a trial in Newquay had demonstrated success in increasing revenue. Councillor Frank further explained that before any decision to proceed with a lease, a parking order consultation would need to be carried out with Town and Parish Councils, as well as Cornwall Councillors, in areas where a car park is under consideration for transfer.

Cornwall Councillor Lennox-Boyd informed Members about the planning application for the recent Boardmasters festival, noting numerous objections to the capacity increase which resulted in a limit being enforced.

Councillor Lennox-Boyd gave a brief update on meetings regarding changes to the Gambling Act and the importance of fluoridation in dental healthcare.

Cornwall Councillor Worth discussed proposed traffic improvements at Carkeel with the Highways Department collaborating closely with the team responsible for the upcoming tunnel works.

Councillor Worth spoke of the importance of conducting a thorough traffic survey both before and during the tunnel works to better understand the traffic issues and their impact on Carkeel and the surrounding areas.

Councillor Worth also mentioned the latest draft of the White Paper which has progressed to discussions with local authorities, six MPs, and all group leaders of Cornwall Council. A cabinet scrutiny meeting is scheduled for Tuesday 10 September.

Councillor Worth confirmed that both the Safer A38 and Tamar Crossings initiatives have been included in Version 9 of the White Paper.

It was **RESOLVED** to note.

184/24/25 TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman confirmed that the next Health Care Action Group meeting is to take place at Isambard House on 27 September 2024.

The Chairman further informed Members that she is attending an all-day NHS integrated care board meeting to be held in Wadebridge.

It was **RESOLVED** to note.

185/24/25 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

186/24/25 FINANCE:

a. To advise the receipts for July 2024;

It was **RESOLVED** to note.

b. To advise the payments for July 2024;

It was **RESOLVED** to note.

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

Nothing to report.

d. To note that bank reconciliations up to 31 July 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 Councils Financial Regulations. It was noted that there are no discrepancies to report.

It was **RESOLVED** to note.

187/24/25 TO AWARD CERTIFICATES OF APPRECIATION TO:

- a. Jo Grail for her services to the Saltash community;

The Chairman presented a certificate of appreciation, on behalf of the Town Council, to Jo Grail for her services to the Saltash residents and community as Chairman of CEPL12.

- b. Rose Edwards for her services to dementia residents in Saltash;

The Chairman presented a certificate of appreciation, on behalf of the Town Council, to Rose Edwards for her services to dementia residents in Saltash as Memory Box Manager of CEPL12.

- c. Lola Tambling for her outstanding achievement in representing Great Britain in the 2024 Paris Olympics.

The Chairman informed Members of Lola Tambling's absence due to training for another world skating event. The Chairman read Members correspondence received from Lola thanking the Town Council for their certificate and continued support.

188/24/25 TO RECEIVE A REPORT ON PREVIOUS TOWN CRIER UNIFORMS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Councillor Martin left the meeting.

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

It was proposed by Councillor Peggs, seconded by Councillor Griffiths and **RESOLVED** to note the report and approve to gift the Town Crier uniforms to Saltash Heritage for future displays as listed below:

1. Child's Town Crier livery overcoat with removable cape;
2. Town Crier Consort livery with overcoat and skirt;
3. Town Crier Consort livery overcoat with removable cape and skirt;
4. Child's Town Crier livery overcoat;
5. Wooden Stave.

189/24/25 **TO RECEIVE AN UPDATE FROM THE SALTASH TUNNEL WORKING GROUP ON SCHEDULED COMMUNICATIONS AND CONSIDER ANY ACTIONS.**

Councillor Martin returned to the meeting.

Councillor Bickford provided a verbal update on a recent meeting with key stakeholders to discuss the delivery and proposed communication schedule for the tunnel construction works.

National Highways has appointed a Communications Manager and recognises the importance of clear communication in the six weeks leading up to the commencement of works and throughout the construction period.

Councillor Bickford highlighted the Town Council's ongoing efforts to improve and increase the frequency of rail services stopping in Saltash to help reduce road traffic on the bridge and tunnel during the works.

A draft letter, included in this evening's reports pack, is ready to be circulated to relevant stakeholders.

The Town Council continues to actively engage with key stakeholders and collaborate with National Highways. Despite limited powers, Members remain proactive in lobbying to minimise the impact of the construction at every opportunity.

It was **RESOLVED** to note.

190/24/25 **TO RECEIVE THE SALTASH LEISURE CENTRE WORKING GROUP NOTES AND CONSIDER ANY ACTIONS.**

Councillor Bullock provided a brief verbal overview of the report received and contained within the circulated reports pack.

It was **RESOLVED** to note.

191/24/25 TO RECEIVE CORNWALL COUNCIL'S STREET LIGHTING INITIATIVE AND CONSIDER ANY ACTIONS.

Members received the report and request to support the street lighting initiative and to be the conduit for either requests to switch back on or for further lights to be turned off, further details are contained within the circulated reports pack.

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

1. To note the report and support Cornwall Council's Street lighting initiative, for Trematon only;
2. To approve for Saltash Town Council to be a conduit for either requests to switch back on (in exceptional circumstances and in liaison with the police) or for further lights to be turned off reporting directly to Cornwall Council.

192/24/25 TO RECEIVE A REQUEST TO SUPPORT LATCHBROOK SCOUT HQ EXTENSION PROJECT AND CONSIDER ANY ACTIONS.

Members received a request from Latchbrook Scout HQ to support the extension project, detailed in the circulated reports pack.

It was proposed by Councillor Griffiths, seconded by Councillor Mortimore and **RESOLVED** to support Latchbrook Scout HQ extension application for Community Infrastructure Levy funding, delegating to the Town Clerk to write a letter of support on behalf of Saltash Town Council.

193/24/25 TO RECEIVE A REQUEST TO SUPPORT A TRIBUTE TO MAJOR-GENERAL SIR WILLIAM PENN SYMONS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Councillor Peggs provided a brief summary of the request received and contained within the circulated reports pack.

It was proposed by Councillor Lennox-Boyd, seconded by Councillor Dent and **RESOLVED** to support the event by providing flags for the Memorial and the Maurice Huggins Room, subject to Cornwall Council approval as the landowners to hold the event at Victoria Gardens and Maurice Huggins room by way of insurance, RAMS and any other documents they require.

194/24/25 **MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 14 SEPTEMBER 2024 OUTSIDE SUPERDRUG, FORE STREET.**

- a. The next scheduled meeting date Saturday 14 September 2025 outside Superdrug, Fore Street.

It was proposed by Councillor Peggs, seconded by Councillor Lennox-Boyd and **RESOLVED** for Councillors Bullock, Gillies and Peggs to attend between the hours of 10am and 11.30am due to Saltash Pride held on the same day.

195/24/25 **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.

196/24/25 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

197/24/25 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

198/24/25 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

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

1. Save our Services CEPL12 Campaign;
2. Saltash Recycling Centre Booking System;
3. Certificate of Appreciation Awards.

199/24/25 **DATE OF NEXT MEETING: 3 OCTOBER 2024 AT 7:00 P.M.**

Thursday 3 October 2024 at 7.00pm

200/24/25 **COMMON SEAL:**

It was **RESOLVED** to 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.

Rising at: 8:58p.m.

Signed: _____
Chairman

Dated: _____