

## **SALTASH TOWN COUNCIL**

### **Minutes of the Meeting of the Town Vision Sub Committee held at the Guildhall on Thursday 15th August 2024 at 6.30 pm**

**PRESENT:** Councillors: R Bullock, S Gillies, M Griffiths, S Martin, B Stoyel and R Bickford.

**ALSO PRESENT:** S Burrows (Town Clerk / RFO) and M Thomas (Senior Policy and Data Compliance Officer).

**APOLOGIES:** J Peggs.

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#### **16/24/25 HEALTH AND SAFETY ANNOUNCEMENTS.**

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

The Chairman welcomed Councillor Stoyel to his first Town Vision Sub Committee meeting.

#### **17/24/25 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 received.

#### **18/24/25 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.**

None received.

**19/24/25**      **TO RECEIVE AND APPROVE THE MINUTES OF THE TOWN VISION SUB COMMITTEE HELD ON 16 MAY 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 Griffiths, seconded by Councillor Gillies and **RESOLVED** that the minutes of the Town Centre Vision Sub Committee held on 16 May 2024 were confirmed as a true and correct record.

**20/24/25**      **TO RECEIVE THE TOWN VISION BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

**21/24/25**      **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

**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.

**23/24/25**      **TO RECEIVE FUTURE TOWN VISION SUB COMMITTEE MEETING DATES FOR THE YEAR 2024-25 AND CONSIDER ANY ACTIONS.**

The Chairman referred Members to the proposed dates for the next three meetings of the Town Vision Sub Committee.

It was proposed by Councillor Griffiths, seconded by Councillor Gillies and **RESOLVED** to approve the following future Town Vision Sub Committee meeting dates for the year 2024-25:

1. 24 October 2024
2. 23 January 2025
3. 24 April 2025

**24/24/25**      **TO RECEIVE A DRAFT CLIMATE CHANGE STRATEGY AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received and discussed the revised draft Climate Change Strategy and Impact Assessment contained and circulated within the reports pack.

Councillor Bickford suggested some additional items to be included in the Climate Change Strategy categories to further reflect the wider Town Council Business Plan. Councillor Martin also suggested an amendment to the Community Engagement category.

The Chairman then asked Members to consider the draft Impact Assessment which feeds into the Decision Wheel. This provides a visual image to clearly demonstrate the impact of a project from the areas identified in the Climate Change Strategy.

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

1. To approve the Climate Change Strategy and Impact Assessment format and design;
2. To approve the updates to the Climate Change Strategy based on the suggested changes from Councillors Bickford and Martin, as attached;
3. For Officers and Members of the Town Vision Sub Committee to trial the Impact Assessment for Town Council projects, reporting back at the next meeting.

25/24/25

**TO RECEIVE THE TOWN COUNCIL BUSINESS PLAN DELIVERABLES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman led Members through the Town Council Business Plan Deliverables for quarter 1, contained and circulated within the reports pack.

Members of the Sub Committee contributed towards the discussions.

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

1. Approve the format and design of the deliverables (as attached) and upload to the Town Council website for transparency;
2. Recommend to Planning and Licensing to:
  - a) Remove under 'Health and Wellbeing' the 'Aim' – To support and work with the Saltash Health Care Action Group when reviewing planning applications that are applicable – due to duplication of another 'Aim' – To ensure appropriate support or recommendations are given to applications or projects that support health care development or change of use to a health care setting in Saltash;
  - b) Refer under 'Health and Wellbeing' the 'Aim' – To ensure the availability of all housing types are considered inclusive of rental and affordable housing to improve access to housing for all in Saltash – to 'Housing' because the 'Aim' fits better under that Strategic Priority;
  - c) Remove under 'Housing' the 'Aim' – To ensure future housing projects and developments offer a variety of housing options inclusive of accessible properties – due to duplication of another 'Aim' – To support projects that deliver affordable and sustainable housing whilst meeting a variety of user needs in keeping with policy;
  - d) Remove under 'Housing' the 'Aim' – Special consideration be given to the Churchtown Farm development and resolution for occupation by Saltash residents – due to the 'Aim' not being achievable under the Town Council powers.

3. Recommend to Services to:

- a) Remove under 'Boosting Jobs and Economic Prosperity' the 'Aim' – To invest in Town Council employees – due to the 'Aim' not fitting within the Committees Terms of Reference, the 'Aim' is covered by the Personnel Committee;
- b) Remove under 'Health and Wellbeing' the 'Aim' – Maintain, promote and reinvest in Town Council play parks and recreational areas – due to duplication of the same 'Aim' under the 'Recreation and Leisure' Strategic Priority;
- c) Refer under 'Climate and Emergency' the 'Aim' – Continue to partake in No Mow May initiative to strategic areas – due to it fitting better under the 'Actions' of – Support community initiatives for tree planting and wildflower meadows;
- d) Amend under 'Climate and Emergency' the 'Aim' – Continue to implement sustainable, non-toxic grounds maintenance methods – to cover all environmental matters to - Continue to implement sustainable grounds maintenance methods and good environmental practices;
- e) Remove under 'Climate and Emergency' the 'Aim' – Seek further environmentally friendly alternatives for groups maintenance works within the Town Council service Delivery Department – due to duplication of the 'Aim' – Continue to implement sustainable grounds maintenance methods and good environmental practices;
- f) Refer under 'Climate and Emergency' the 'Aim' – Continue to be hedgehog friendly – due to it fitting better under the 'Actions' of - Continue to implement sustainable grounds maintenance methods and good environmental practices;
- g) Refer under 'Recreation and Leisure' the 'Aim' – Promote mental health and wellbeing via the Town Council website to 'Health and Wellbeing' because the 'Aim' fits better under that Strategic Priority.

4. Recommend to Station Property to:

- a) Amend under 'Climate Emergency' the 'Aim' – To continue to support the Climate Change and Environmental Working Group with free use of Isambard House – due to the Working Group no longer existing – To continue to support external groups with free use of Isambard House (in line with the Hire Policy) where their purpose is climate change and environmental matters.

5. Recommend to the Personnel, Planning and Licensing, and Services Committees to review and develop their Strategic Priorities against their 'Actions' at every Committee meeting.
6. Recommend to the Library and Station Property Sub Committees to review and develop their Strategic Priorities against their 'Actions' at every Sub Committee meeting.
7. Refer to the Policy and Finance Committee to review Minute number 135/23/24 and consider the six Town Council Strategic Priorities under the Committees Terms of Reference;
8. Request the Devolution Sub Committee and Property Maintenance Sub Committee to consider the six Town Council Strategic Priorities under the Sub Committees Terms of Reference.

Members passed their thanks to the Administration Officer for her hard work in assisting the Town Clerk with the Business Plan deliverables.

**26/24/25 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.

**27/24/25 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

**28/24/25 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**29/24/25 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

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

1. The future meeting dates of the Town Vision Sub Committee;
2. The Town Council Business Plan Deliverables.

**DATE OF NEXT MEETING**

Thursday 24 October 2024 at 6.30pm

Rising at: 7.42 pm

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_