

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 4th September 2025 at 7.00 pm

PRESENT: Councillors: A Ashburn, R Bickford, R Bullock (Chairman), S Gillies, M Johns, G McCaw, S Miller, L Mortimore, P Nowlan, J Peggs, B Samuels, P Samuels, B Stoyel (Vice-Chairman) and J Suter.

ALSO PRESENT: 2 Members of the Public, 2 Members of the Press, H Frank (Cornwall Council), S Burrows (Town Clerk / RFO) and D Joyce (Office Manager / Assistant to the Town Clerk)

APOLOGIES: J Brady and S Martin.

172/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.

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

173/25/26 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 received.

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

None received.

174/25/26 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

175/25/26 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 7 AUGUST 2025 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 Bullock, seconded by Councillor Stoyel and **RESOLVED** that the minutes of the Full Town Council Meeting held on 7 August 2025 were confirmed as a true and correct record.

176/25/26 TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE HELD ON 19 AUGUST AND CONSIDER ANY RECOMMENDATIONS.

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

177/25/26 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING SUB COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

a. Property Maintenance held on 14 August 2025;

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

RECOMMENDATION:

22/25/26 TO REVIEW THE PROPERTY MAINTENANCE TERMS OF REFERENCE AND CONSIDER ANY ACTIONS.

Members reviewed the Sub Committee's Terms of Reference, which were included and circulated within the reports pack.

It was proposed by Councillor Stoyel, seconded by Councillor P Samuels and resolved to **RECOMMEND** the Property Maintenance Sub Committee Terms of Reference, as attached, to Full Council to be held on 4 September.

It was proposed by Councillor B Samuels, seconded by Councillor Nowlan and **RESOLVED** to approve the above recommendation.

b. Devolution held on 28 August 2025;

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

c. Station Property held on 28 August 2025;

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

d. Library held on 2 September 2025.

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

178/25/26 TO RECEIVE THE CHAIRMAN'S REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

179/25/26 TO RECEIVE THE MONTHLY CRIME FIGURES AND CONSIDER ANY ACTIONS.

PC Cummings in attendance at this evening's meeting was welcomed and invited to speak by the Chairman.

PC Cummings referred to the crime statistics outlined in the circulated reports pack, highlighting concerns regarding rising incidents of theft, and reported that there were no concerns regarding an increase in crime rates. It is believed that improved communication channels have led to more individuals reporting incidents through the appropriate avenues.

PC Cummings also briefly addressed reports of anti-social driving and encouraged residents to report any such incidents they witness. It was noted that average speed cameras are in place along New Road but acknowledged that these behaviours often occur in areas not currently monitored. It is believed that the ongoing tunnel works have contributed to increased traffic along New Road.

Cornwall Councillor Frank spoke about the Speed Watch initiative and expressed an intention to visit the affected area with the Speed Watch team.

It was **RESOLVED** to note.

180/25/26 TO RECEIVE A REPORT FROM COMMUNITY ENTERPRISES PL12 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

No report received.

181/25/26 TO RECEIVE A REPORT FROM COMMUNITY AREA PARTNERSHIPS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Due to no meeting having been held there was no report to be received at this evening's meeting.

Next meeting is to be held on 7 October 2025.

**182/25/26 TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH AND
CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman and Councillor Peggs gave a brief overview of the Safer Saltash meeting held on 19 August.

Topics discussed included traveller sites and preventative measures, Argyle funding for youth initiatives, which also benefits the Saltash area and the positive reception of the soon to be delivered CCTV system. The meeting also highlighted the success of the community resettlement service.

Concerns were raised regarding the use of synthetic drugs in the Saltash area. However, the police and relevant organisations such as We Are With You, are aware of the issues and are committed to providing support wherever possible.

It was **RESOLVED** to note.

**183/25/26 TO RECEIVE A REPORT FROM SALTASH CHAMBER OF
COMMERCE AND CONSIDER ANY ACTIONS AND ASSOCIATED
EXPENDITURE.**

It was **RESOLVED** to note.

**184/25/26 TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS AND
CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Cornwall Councillor Frank informed Members that the Cornwall Portfolio Holder for Transport is inviting suggestions to improve the use of local car parks. Contributions are welcomed on a range of topics, including but not limited to: tariffs, enforcement, line markings, solar PV, and other creative proposals that could enhance the efficiency and accessibility of these spaces.

Members discussed a variety of potential improvements and were encouraged to submit any ideas via email to the Chairman and Deputy Chairman. The Chairman will compile all feedback and submit a formal response to Cornwall Councillor Frank by the deadline of 30 September.

It was **RESOLVED** to note.

185/25/26 TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman provided an update following a brief virtual meeting, noting that no further developments had been made at this stage.

The next meeting is scheduled to be held on 18 October.

It was **RESOLVED** to note.

186/25/26 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

187/25/26 FINANCE:

a. To advise the receipts for July 2025;

It was **RESOLVED** to note.

b. To advise the payments for July 2025;

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 2025 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.

188/25/26 TO RECEIVE THE NOTES FROM SALTASH TOWN TEAM HELD ON 11 AUGUST 2025 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

189/25/26 TO RECEIVE AN UPDATED REPORT ON CHURCHTOWN FARM NATURE RESERVE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received the report circulated within the reports pack, which included reference to legal advice sought regarding the draft agreement for Churchtown Farm Nature Reserve.

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

1. To delegate authority to the Town Clerk to appoint Coodes Solicitors to prepare a revised draft of the Working Agreement, in line with their legal advice, and to work with Antony Estate to bring the agreement to completion.
2. To approve the Town Council's contribution towards the legal fees associated with this work, to be allocated to budget code 6224 PF – Professional Fees.
3. To delegate to the Development and Engagement Manager to work collaboratively with Friends of Churchtown and the Town Council Working Group on updating the information boards, subject to the partnership being successful.

190/25/26 TO RECEIVE A REPORT ON THE PLYMOUTH METRO WORKING GROUP AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Councillor Bickford provided a verbal overview of the report included in the circulated pack, highlighting the case for improved rail services and emphasising the importance of the Town Council's representation and input into the Plymouth Metro Project.

It was proposed by Councillor Bullock, seconded by Councillor Stoyel and **RESOLVED:**

1. To delegate to the Town Clerk working with Councillors Bickford, Bullock, Johns and Nowlan to represent the interests of Saltash in writing and in person for the purposes of improving rail provision for the town at Plymouth Metro meetings and similar groups;
2. To delegate to the Town Clerk working with Councillors Bickford, Bullock, Johns and Nowlan to update the report named, Saltash – The case for better rail services, presented in December 2024 (attached) as appropriate;
3. To approve the use of Isambard House for meetings associated with potential improvements of rail provision at Saltash free of charge;
4. To delegate to the Town Clerk working with Councillors Bickford, Bullock, Johns and Nowlan to make representations at local and national level in support of rail service improvements at Saltash.

191/25/26 TO RECEIVE A REPORT ON CORNWALL COUNCILS PROVISION FOR ADULT EDUCATION AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received the report on provisions for Adult Education in Cornwall and were pleased to learn that Saltash has been identified as a priority.

Members discussed the importance of the service, not only for Saltash but for the wider area, and emphasised the need to seize the opportunity to work collaboratively with Cornwall to enhance this vital community resource.

It was proposed by Councillor Peggs, seconded by Councillor Ashburn and **RESOLVED** to support the reintroduction and promotion of Adult Education in Saltash by delegating to the Town Clerk to write to Cornwall Councillor Frank on behalf of the Town Council expressing its interest in this important service and commitment to working collaboratively to help deliver a high-quality Adult Education offer for the Saltash community.

192/25/26 TO RECEIVE A REQUEST FROM OAKLANDS COMMUNITY CENTRE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members considered a request from Oaklands Community Centre regarding attendance at upcoming Information Café sessions. It was noted that the proposed schedule, weekday daytime sessions, presents challenges for many Councillors due to existing work commitments.

While Members welcomed the opportunity to support and engage with the Information Café, they acknowledged that limited daytime availability may affect the ability to commit long-term.

As a result, Members agreed to trial attendance for the four sessions scheduled in 2025, with a view to reviewing future involvement thereafter.

It was proposed by Councillor Bullock, seconded by Councillor Ashburn and **RESOLVED:**

1. To approve Saltash Town Council's attendance at the Information Café sessions held on the second Wednesday of each month at Oaklands Community Centre;
2. Councillors Ashburn and Peggs will attend the September session, with Councillors Bullock and Ashburn attending the remaining three sessions for the rest of 2025 reporting back to Full Council in December;
3. To note that the Development and Engagement Manager is scheduled to attend the November session, and that there is potential for the Community Hub Team Leader to engage with Oaklands Community Centre following their appointment.

193/25/26 TO RECEIVE A REQUEST FROM SALTASH TOGETHER AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members considered a request from Saltash Together regarding support for their volunteer initiative. While Members expressed a strong willingness to engage and support the group, they noted that the proposed meeting times, during weekday daytime hours, may limit participation due Councillors existing work commitments.

Members therefore encouraged meetings to be scheduled in the evenings where possible, to enable broader attendance and ongoing involvement from Councillors.

It was proposed by Councillor Bullock, seconded by Councillor Stoyel and **RESOLVED:**

1. To appoint Councillors Bullock and Johns as Saltash Town Council representatives to Saltash Together, attending quarterly meetings, subject to meetings being scheduled at times that reasonably accommodate Councillors' availability (evenings);
2. To approve free use of a Town Council building for future Saltash Together meetings, if required
3. To encourage Saltash Together to extend invitations to all local volunteering groups, promoting inclusive participation in the initiative.

194/25/26 PLANNING:

a. Applications for consideration:

PA25/05908

Tom Watson, National Grid – Change of use of service pole 452461-2 from single service pole to a pole with LV mains connection (more than one service). Installation of one new service cable UG from pole 452461-2. Eastwood, Carkeel, Saltash

Ward: Trematon

Date received: 19/08/2025

Response date: 09/09/25

It was proposed by Councillor Stoyel, seconded by Councillor P Samuels and resolved to **RECOMMEND APPROVAL.**

195/25/26 MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 20 SEPTEMBER 2025, IN CONJUNCTION WITH SALTASH MARKET DAY.

The next scheduled meeting date Saturday 20 September 2025 in conjunction with Saltash Market Day, Fore Street.

It was proposed by Councillor Gillies, seconded by Councillor Johns and **RESOLVED** for Councillors Bickford, Bullock, Gillies, Johns and Peggs to attend.

196/25/26 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.

197/25/26 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

198/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

199/25/26 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

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

1. Churchtown Farm Nature Reserve in partnership with Friends of Churchtown, Cornwall Wildlife Trust and Antony Estates;
2. Attendance at Oaklands Information Café in partnership with Oaklands Community Centre;
3. Meet Your Councillor Session;
4. Plymouth Metro Project.

200/25/26 DATE OF NEXT MEETING: THURSDAY 2 OCTOBER AT 7:00 P.M.

Thursday 2 October 2025 at 7.00pm

201/25/26 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.

DATE OF NEXT MEETING

Thursday 2 October 2025 at 7.00 pm

Rising at: 7.59 pm

Signed: _____
Chairman

Dated: _____