

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 5th February 2026 at 7.00 pm

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

ALSO PRESENT: 3 Members of the Public, 2 Members of the Press, H Frank (Cornwall Council) and P Cador (Cornwall Council), S Burrows (Town Clerk / RFO) and D Joyce (Office Manager / Assistant to the Town Clerk).

APOLOGIES: None.

324/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.

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

325/25/26 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.

The Chairman informed Members the next items of business to be discussed are Agenda Item 9 – To receive the Monthly Crime Figures and consider any actions and associated expenditure followed by Agenda Item 6 – To welcome, Neighbourhood Watch in Your Community to give a presentation and consider any actions.

326/25/26 TO RECEIVE THE MONTHLY CRIME FIGURES AND CONSIDER ANY ACTIONS.

The Chairman welcomed PC P Davey – Neighbourhood Beat Manager to speak.

PC P Davey provided Members with a brief verbal overview of the crime figures included in the circulated reports pack.

PC P Davey reported that the police continue to prioritise tackling drug related offences within the community and are actively building intelligence. A further update on this work will be presented to the Town Council in due course.

Members were also advised that two newly appointed PCSOs are due to begin their roles in the coming weeks which will increase the department's capacity to undertake additional work.

Members thanked PC P Davey for attending this evening's meeting and for the clear presentation of the 12-month rolling crime figures and accompanying clarification of crime categories.

It was **RESOLVED** to note.

327/25/26 TO WELCOME, NEIGHBOURHOOD WATCH IN YOUR COMMUNITY TO GIVE A PRESENTATION AND CONSIDER ANY ACTIONS.

The Chairman welcomed Stephanie Good Project Manager for Neighbourhood Watch to the meeting and invited her to speak.

Stephanie delivered a brief presentation addressing common myths and societal misconceptions surrounding the Neighbourhood Watch scheme. Stephanie outlined the community-focused work undertaken by the organisation, the strong connections it builds and the three accessible ways in which people of all ages can get involved.

Stephanie explained that the scheme aims to bring communities together, highlight funding opportunities and promote available grants. With 2.3 million members nationwide Neighbourhood Watch works closely with key stakeholders, including the police, to help communities flourish and to ensure residents feel safe within their neighbourhoods and local environment.

It was also highlighted the valuable work undertaken with youth organisations and youth councils. These initiatives, supported by lottery funding, help equip future generations with leadership and employability skills.

Stephanie expressed eagerness to work with the Town Council to help promote the Neighbourhood Watch scheme and invited Members to get in touch regarding any potential collaborative projects within the Saltash community that she may be able to support.

Stephanie advised that further information about Neighbourhood Watch schemes in the local area, as well as guidance on setting up a new scheme, is available at ourwatch.org.uk. It was noted that no two schemes are the same, as each is tailored to reflect the specific needs and priorities of its individual community.

Members thanked Stephanie for her attendance.

It was **RESOLVED** to note.

328/25/26 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

The Chairman confirmed a public question had been received.

In the absence of the resident who submitted the question, the Town Clerk read the question aloud in accordance with the Town Council's Public Question Policy.

Date Received	Public Questions to the Town Council	Submitted By
4 February 2026	<p>On 15 January 2026 I asked how Saltash Town Council would challenge Cornwall Council over inaccuracies contained in a report recommending the Release of Burraton Field for development.</p> <p>Following a unanimous vote, it was resolved to:</p> <p>“To delegate authority to the Town Clerk, in consultation with the Chairman and Vice Chairman, to challenge the inaccuracies within the Cornwall Council report relating to Saltash Town Council, requesting that the report be withdrawn or amended to reflect the accurate position, and to seek an apology accordingly.”</p>	Marie Whittam

	<p>In view of Cornwall Council's lack of response, what actions does Saltash Town Council intend to take to secure a satisfactory reply from Cornwall Council and to further challenge the decision that was made on the basis of an erroneous report.</p>	
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The Town Clerk requested to offer a response to the public question received on the approval of the Chairman.

The Town Clerk advised Members that, at the time the public question had been raised, full information from Cornwall Council had not been available. Since then, the Clerk had liaised with Marie Whittam regarding her concerns and shared the draft report included within the circulated reports pack, for which Marie Whittam had expressed her appreciation.

The Town Clerk stated that the response received from Cornwall Council, together with the draft report, demonstrated that the Town Council had acted diligently in seeking to understand Cornwall Council's processes and, where appropriate, had challenged matters on behalf of the community.

Cornwall Council acknowledged that the wording within the Director's Report could have been clearer, particularly in relation to engagement with representatives of the Town Council. They recognised that this had caused difficulties and confirmed that this would be taken into account in future report writing where reference is made to consultation or engagement with third parties.

In the interests of openness and transparency, the Town Clerk requested that Cornwall Council's written response to last month's resolution be attached to the minutes, along with the Clerk's draft report.

The Town Clerk advised that, should Members be satisfied with the information provided, they may wish to delegate the task of communicating the Town Council's position to Marie Whittam.

The Town Clerk invited questions and expressed hope that the report would provide clarity and reassurance to those who had raised concerns.

Councillor Brady expressed appreciation for the Town Clerk's work and referred to Section 123 of the Local Government Act 1972 (LGA), noting the requirement for local authorities to advertise the disposal of public open space for two consecutive weeks, which he believed had not been met. Councillor Brady also raised concerns regarding Cornwall Council's lack of engagement with the Rugby Club in relation to the disposal of land.

Members discussed the legal processes involved and expressed concerns regarding the transparency of the procedure undertaken by Cornwall Council.

The Town Clerk referred to her report within the circulated pack, confirming that Cornwall Council had met the requirements of Section 123 by advertising the land for sale in the Cornish Times on 9 and 16 July 2025. She further noted that discussions had taken place between Cornwall Council and the Rugby Club, and that the working relationship was well established.

Some Members expressed the view that the Rugby Club had not been sufficiently involved in discussions relating to the sale of Burraton Field and raised concerns regarding fairness and the potential prioritisation of commercial interests.

Members considered whether to seek legal advice from a Barrister to review the lawfulness of the process undertaken by Cornwall Council.

Councillor McCaw queried what outcome the Town Council would be seeking should external legal advice be commissioned, and whether doing so might affect the Town Council's position in the event that a future planning application were submitted.

Members discussed the planning process, noting their role as statutory consultees and their ability to make representations at the appropriate stage, with reference to the Saltash Neighbourhood Plan and the statutory rights applicable during the consideration of planning applications.

Some Members expressed concern that seeking legal advice could impact the working relationship with Cornwall Council; however, some also felt that trust had been affected by inaccuracies and misrepresentations within the Director's Report.

The Town Clerk reported that evidence indicated Cornwall Council had acted within its legal powers and emphasised the importance of clearly identifying the specific matters Members wished to challenge.

The Town Clerk further noted that Cornwall Council officers had indicated that any future development would be required to deliver enhanced sporting facilities within Saltash and confirmed that no planning or pre-application submissions had been made to date.

It was proposed by Councillor Brady, seconded by Councillor Martin and **RESOLVED** that a Barrister be appointed to provide advice on the legality of the process followed by Cornwall Council to date, with costs allocated to budget code 6273 EMF Legal Fees.

Following a vote of two in favour, the motion was not carried.

Members further discussed the planning process and agreed that, once a planning application is submitted, the Town Council would have the formal opportunity to comment as part of the statutory consultation process.

Following a vote (9 in favour, 3 against and 4 abstentions) it was proposed by Councillor Johns, seconded by Councillor Brady and **RESOLVED** to create a working group consisting of Councillors Brady, Martin, Johns, Miller and McCaw to review Cornwall Council's process regarding the sale of Burraton Field.

329/25/26 **TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 15 JANUARY 2026 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.

Following a vote (14 in favour, 0 Against, 2 Abstained), it was proposed by Councillor Bullock, seconded by Councillor Stoyel and **RESOLVED** that the minutes of the Full Town Council Meeting held on 15 January 2026 were confirmed as a true and correct record.

330/25/26 **TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING AND LICENSING COMMITTEE HELD ON 20 JANUARY 2026 AND CONSIDER ANY RECOMMENDATIONS.**

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

331/25/26 TO RECEIVE THE CHAIRMAN'S REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman informed Members that the Holocaust Memorial Day event scheduled to take place in Plymouth on 27 January had been postponed due to adverse weather conditions. The event is expected to be rescheduled later in the year.

The Deputy Chairman reported on his recent attendance at the Twinning Association's Annual General Meeting and drew Members attention to the extensive programme of events planned for the forthcoming year.

The Chairman also highlighted the success of the recent charity quiz held in support of the Mayor's charities. The Chairman noted that a further quiz has been arranged for 21 February which is already close to selling out.

It was **RESOLVED** to note.

332/25/26 TO RECEIVE A REPORT FROM COMMUNITY ENTERPRISES PL12 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

333/25/26 TO RECEIVE A REPORT FROM COMMUNITY AREA PARTNERSHIPS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

334/25/26 TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman informed Members that a meeting date has not yet been confirmed; therefore, there was nothing further to report.

335/25/26 TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

No meeting has been held to date. Therefore, there was nothing to report.

336/25/26 TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members asked Cornwall Councillor Johnson whether he had been made aware of the sale of Burraton Field upon taking office following the elections.

Cornwall Councillor Johnson confirmed he hadn't, but that he had mentioned the land in his earlier Cornwall Councillor report.

It was **RESOLVED** to note.

337/25/26 TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman and Councillor Peggs gave a brief verbal update on a recent meeting attended earlier today.

The verbal update included details of representations for dentistry in the locality, progress made regarding the alterations to facilities at St Barnabas, which will enable phlebotomy appointments to be carried out at the clinic. Final arrangements are currently being made for the logistics of transferring blood samples to Derriford Hospital, as well as for the appointment system.

It was **RESOLVED** to note.

338/25/26 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

339/25/26 FINANCE:

a. To advise the receipts for December 2025;

It was **RESOLVED** to note.

b. To advise the payments for December 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 December 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.

340/25/26 TO RECEIVE A REPORT ON VICTORIA GARDENS AND THE MAURICE HUGGINS ROOM AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman informed Members that the item is to be deferred to a future Full Town Council meeting, however invited the Town Clerk to provide an update on the agenda item in the absence of a written report.

The Town Clerk noted that, due to competing priorities, a report had not been prepared for this evening's meeting. The Clerk advised a report is required in order for Members to consider what is being asked and make a formed decision regarding the available options for both Victoria Gardens and the Maurice Huggins Room (MHR).

For the benefit of newer Members, the Town Clerk gave a brief overview of the background to Victoria Gardens and the MHR explaining that the Town Council has considered the site on several occasions over a prolonged period of time, but various factors have prevented progress on potential devolution.

The current approach is to explore opportunities for collaborative working with Cornwall Council, specifically regarding maintenance of the lower levels, like planting and benches.

Further to discussions at a recent Town Council forum and at the request of Members, the Town Clerk initiated early conversations with Cornwall Council about the Town Council undertaking low maintenance confirming that Cornwall Council has confirmed they are open to a licence/planting agreement and/or periodic works with Cormac by arrangement. The Town Clerk also referred to the Cormac volunteers scheme suggesting it would be suitable for the Friends of Victoria Gardens should they wish to restart.

Further to this, the Town Clerk confirmed that if the Town Council no longer wishes to have involvement with the management of the MHR, Cornwall Council will review the commercial options available, but it can't rule out disposal.

Members thanked the Town Clerk for the update and agreed to defer the item pending receipt of a full report.

Following an unanimous vote (16 in favour, 0 against, 0 abstentions), it was proposed by Councillor Bullock, seconded by Councillor Peggs and **RESOLVED** to defer the item to a future Full Council meeting.

341/25/26 TO RECEIVE A REPORT ON THE FIFTH ROUND OF COMMUNITY INFRASTRUCTURE FUNDING AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members considered the report and discussed the proposed projects for submission as expressions of interest for the fifth round of Community Infrastructure Levy funding, as outlined in the circulated reports pack.

Councillor Ashburn provided further clarification on the proposed Transport and Public Realm Improvements, noting that the suggestion related to perceived gaps in public transport links to Derriford Hospital in Plymouth.

Councillor Bickford informed Members that a bus service operates from Fore Street to Derriford on the hour, every hour (CityBus Service 71). Following this information and further discussion on the other potential projects, Members agreed that only one expression of interest was required at this stage.

Following a unanimous vote (16 in favour, 0 against, 0 abstentions), it was proposed by Councillor Bickford, seconded by Councillor Stoyel and **RESOLVED:**

1. To delegate authority to the DEM, working in collaboration with members of the CIL working group, to prepare and submit an Expression of Interest for the Waterside Project only outlined in the report, and to report progress at a future Full Town Council meeting;
2. To approve Councillor Bickford be appointed to the CIL Fifth Round Working Group;
3. To approve the allocation of up to 25% match funding, up to a maximum of £25,000 if the full funding award is secured, allocated to General Reserves.

342/25/26 TO RECEIVE CORNWALL COUNCIL'S STREET LIGHTING INITIATIVE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Following an unanimous vote (16 in favour, 0 against, 0 abstentions), it was proposed by Councillor Bullock, seconded by Councillor Mortimore and **RESOLVED** to support the street lighting switch-off initiative as part of Cornwall Council's county-wide carbon-reduction programme and act as the liaison point for any community requests to switch specific lights back on (only in exceptional, police-supported circumstances) and / or propose additional locations where switch-off may be appropriate.

343/25/26 MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 21 FEBRUARY 2026 OUTSIDE THE FORMER BLOOM HEARING BUILDING, FORE STREET.

The next scheduled meeting date Saturday 21 February 2026 outside the former Bloom Hearing Building, Fore Street.

Members noted that the former Bloom Hearing building on Fore Street is now occupied and that signage for the Saltash Heritage Museum is in place. They requested that future advertisements for the Meet Your Councillors events reflect this updated location information.

Following an unanimous vote (16 in favour, 0 against, 0 abstentions), it was proposed by Councillor Bullock, seconded by Councillor Miller and **RESOLVED** for Councillors Martin, Peggs, Stoyel, Bullock and Johns to attend.

344/25/26 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.

345/25/26 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

346/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

347/25/26 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

Following an unanimous vote (16 in favour, 0 against, 0 abstentions), it was proposed by Councillor Bullock, seconded by Councillor Martin and **RESOLVED** to issue the following Press and Social Media releases:

1. Cornwall Street Lighting Initiative;
2. Neighbourhood Watch Scheme;
3. Meet Your Councillors.

348/25/26 DATE OF NEXT MEETING: 5 MARCH 2026 AT 7:00 P.M.

Thursday 5 March 2026 at 7.00pm

349/25/26 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 5 March 2026 at 7.00 pm

Rising at: 8.39 pm

Signed: _____
Chairman

Dated: _____