SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 2nd July 2026 at 7.00 pm

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

ALSO PRESENT: 3 Members of the Public, 2 Members of the Press, Rev L Bushell Hawke (Mayor's Chaplain), H Frank (Cornwall Council) and K Johnson (Cornwall Council), S Burrows (Town Clerk / RFO) and D Joyce (Office Manager / Assistant to the Town Clerk).

APOLOGIES: S Martin, P Cador (Cornwall Council).

80/26/27 CIVILITY AND RESPECT PLEDGE REMINDER.

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

81/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

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

82/26/27 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.

83/26/27 **PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.**

The Chairman confirmed two public questions had been received.

At the invitation of the Chairman the resident in attendance read their question to Members.

Date Received	Public Questions to the Town Council	Submitted By
26.6.26	a) Could the Burraton Field Working Group provide an update on its work to date and outline its planned next steps? b) Is Saltash Town Council able to lobby Cornwall Council to replace the removed goalpost and ensure the pitch is regularly maintained to a usable standard? c) If SaveSaltashGreenSpaces is successful in securing Asset of Community Value status for Burraton Field, would Saltash Town Council consider taking the lead in establishing a Community Interest Company, with support from local residents, SaveSaltashGreenSpaces and representatives from the South East Green Party, for the purpose of purchasing and managing the land for community use? d) As Saltash Town Council is required to submit a Neighbourhood Priority Statement to guide the new Local Plan, how are you ensuring that Burraton Field	SaveSaltashGreenSpaces (SSGS)

	is formally identified and protected as a key community green space within the final NPS?	

The Chairman confirmed that each question would be addressed individually and invited members of the Sale of Burraton Field Working Group to respond to the first question.

1. The Working Group reported that, following the submission of correspondence to Cornwall Council challenging the sale of Burraton Field, no response had been received despite several attempts by the Town Clerk, on behalf of the Town Council, to engage with Cornwall Council. The Working Group advised that it would explore options for escalating the Council's correspondence should the Town Council wish it to do so.

2. Cornwall Councillor Johnson, the ward member for the area, advised that he had already requested that Cornwall Council maintain the land to a usable standard. Councillor Johnson agreed to meet with representatives of Save Saltash Green Spaces (SSGS) to discuss options for continuing to lobby on these matters. The Town Clerk was requested to assist with arranging a meeting between the parties at the Guildhall.

3. In response to the third question, the Chairman advised that, should Save Saltash Green Spaces successfully secure Asset of Community Value status for Burraton Field, the Town Council would be willing to better understand the requirements for establishing a Community Interest Company (CIC) for the purpose of purchasing and managing the land for community use. The Chairman noted that such a proposal would require careful consideration and debate should the opportunity arise;

4. Councillor B Samuels, Chairman of the Planning and Licensing Committee, advised that although Saltash Town Council was not required to submit a Neighbourhood Priorities Statement (NPS) to Cornwall Council, the Council had committed a substantial budget towards appointing a consultant to assist with its preparation. She further advised that a programme of public engagement and consultation would take place over the coming months to ensure that local priorities, including Burraton Field, were considered and reflected within the NPS.

   Following a unanimous vote, it was proposed by Councillor Johns, seconded by Councillor Miller and **RESOLVED** that the response provided above answered the public question received.

   The Chairman thanked members of the SSGS in attendance for their question submitted.

The Chairman advised Members a second question had been received.

In the absence of the resident who submitted the question, and in accordance with the Receiving Public Questions, Representations and Evidence Policy the Chairman read the question.

Date Received	Public Questions to the Town Council	Submitted By
29 June 2026	Will Council please consider all the evidence available as befits a fair, competent and reasonable organisation, when it deals with Agenda Item No: 26 re Remembrance. Saltash Remembrance and the Council Civic Service/Act of Remembrance location is of particular significance to those of us long-standing Saltash families who lost loved ones in War, and Armed Services 'Veterans' who saw comrades lose their lives. I represent both. I do not think that it is asking too much for Council to manage such events as fairly as possible. I have researched this as a special personal and professional project, 'a labour of love' with the aim of uncovering the truth regarding the Civic Service location, and how it has been managed – or otherwise, over the years. My sources include Council minutes, Heritage, newspapers and individuals, and even individual recollection. I have collected and collated the facts and evidence with the necessary diligence, which should enable Council to consider implementing a fair, legitimate and objective policy – something it has simply never done for over 50 years. I understand that I am the only person to hold such data.	Lt. Cdr. B.A. Brooking M.B.E., J.P., B.A., M.A., R.N. (Rtd)

	I make an offer now to Council to share the results of my hundreds of hours of research on this topic, to help ensure that you have the right information and evidence upon which to take a properly – informed decision in the interests of the Saltash community. Do take it up.	

The Chairman thanked the resident for their question, their offer to provide research and their time.

The Town Council recently reviewed and updated its Civic Handbook. The information presented to Members within the report received under Agenda Item 26 is consistent with the provisions of the handbook and reflects the wishes of the Town Council.

Therefore, the Chairman advised that the question was received for noting only.

All Members agreed.

It was **RESOLVED** to note.

84/26/27 **TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 4 JUNE 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 (12 in favour, 0 against, 1 abstention), it was proposed by Councillor Ashburn, seconded by Councillor Bullock and **RESOLVED** that the minutes of the Full Town Council Meeting held on 4 June 2026 were confirmed as a true and correct record.

85/26/27 **TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:**

a. Services held on 11 June 2026;

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

b. Planning & Licensing held on 16 June 2026;

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

c. Personnel held on 25 June 2026;

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

RECOMMENDATION:

22/26/27 TO RECEIVE THE DRAFT UPDATED PERSONNEL COMMITTEE TERMS OF REFERENCE AND CONSIDER ANY ACTIONS.

The Chair introduced the revised draft Terms of Reference for the Personnel Committee for Members' consideration.

Some Members expressed concern that they had not had sufficient opportunity to review the draft Terms of Reference prior to the meeting.

In response, the Chair confirmed that the document had been included within the meeting reports pack and had been made available to Members via the Council's website.

As some Members indicated that they had not yet had the opportunity to fully consider the draft document, a suggestion was made to defer consideration of the Terms of Reference until the next meeting of the Personnel Committee, scheduled for October. The Chair advised that the draft had been available for review and emphasised the importance of adopting clear Terms of Reference to support the effective governance of the Council and the work of its officers.

Consequently, the Chair expressed a preference for the matter to be considered at the current meeting.

Councillor Brady then requested that the vote be recorded.

Following a recorded vote (4 in favour, 2 against, 0 abstentions), it was proposed by Councillor Mortimore, seconded by Councillor Peggs and resolved to **RECOMMEND** to approve the Personnel Committees Terms of Reference, to Full Council to be held on 2 July 2026, as attached.

Brady	Against
Bullock	For
Mortimore	For
Peggs	For
P Samuels	Against
Stoyel	For

As the Committee's Terms of Reference had not been included within the circulated reports pack for Full Council, Members requested to defer the recommendation until the September meeting of Full Council.

Following a unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor B Samuels and **RESOLVED** to defer the recommendation to Full Council to be held on 3 September 2026.

d. Joint Burial Board held on 30 June 2026.

There were no minutes to receive as the meeting had been cancelled.

86/26/27 **TO RECEIVE AND APPROVE THE MINUTES OF THE FOLLOWING CLOSED SUB COMMITTEES AS A TRUE AND CORRECT RECORD AND REVIEW ANY OUTSTANDING ACTIONS:**

a. Devolution Sub Committee held on 28 August 2025;

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

Members received the minutes of the Devolution Sub Committee held on 28 August 2025 and noted that there are no outstanding resolutions.

Following a vote, (8 in favour, 0 against and 5 abstentions), it was proposed by Councillor Bullock, seconded by Councillor B Samuels and **RESOLVED** that the minutes of the Devolution Sub Committee held on 28 August 2025 were confirmed as a true and correct record.

b. Town Vision Sub Committee held on 16 March 2026.

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

Members received the minutes of the Town Vision Sub Committee held on 16 March 2026 and noted that there are no outstanding resolutions.

Following a vote, (9 in favour, 0 against and 4 abstentions), it was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED** that the minutes of the Town Vision Sub Committee held on 16 March 2026 were confirmed as a true and correct record.

87/26/27 **TO RECEIVE THE CHAIRMAN'S REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Mayor reported on a busy and enjoyable month of civic engagements, including attendance at the D-Day Memorial in St Budeaux, the Armed Forces Covenant Signing at County Hall, the High Sheriff's Garden Party, and the Truro Rugby Football Union Youth Awards, where Saltash resident Hannah McMills was recognised for her achievements.

The Deputy Mayor reported on attendance at a recent Community Area Partnership meeting, where updates were received from National Highways regarding proposed safety improvements on the A38 between Liskeard and Trerulefoot, and from planning officers on forthcoming changes to planning legislation. The minutes from this meeting are yet to be circulated; however, Members were encouraged to review them once available, as they are expected to contain a number of useful contacts and links to local organisations that may be of benefit to the Town Council.

It was **RESOLVED** to note.

88/26/27 **TO RECEIVE THE MONTHLY CRIME FIGURES AND CONSIDER ANY ACTIONS.**

Members noted the positive police presence within the community and the ongoing good relationships being fostered with young people in Saltash.

It was **RESOLVED** to note.

89/26/27 **TO RECEIVE A REPORT FROM COMMUNITY ENTERPRISES PL12 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Cllr Bickford gave a verbal update on the report provided within the circulated reports pack, and highlighted the continued work being undertaken to explore options for keeping the community kitchen operational.

It was **RESOLVED** to note.

90/26/27 **TO RECEIVE A REPORT FROM COMMUNITY AREA PARTNERSHIPS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

91/26/27 **<u>TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.</u>**

Members' attention was drawn to the Youth Engagement priorities contained within the draft Safer Saltash Delivery Plan, including proposals to support youth provision, strengthen engagement with young people and explore the development of a Youth Council.

Members were also encouraged to review the multiple sets of minutes and delivery plan for 2026-27 received from Safer Saltash as they contain useful information and updates relevant to the Town Council.

Following a unanimous vote, it was proposed by Councillor Peggs, seconded by Councillor Ashburn and **RESOLVED** to defer consideration of the establishment of a Youth Council in Saltash to the next Town Council Forum meeting, to enable further exploration of the proposal and its potential benefits for the community.

92/26/27 **<u>TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.</u>**

No report was received, as the Chamber of Commerce has not yet met. The next meeting is scheduled for Monday 6 July 2026.

93/26/27 **<u>TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.</u>**

The Chair invited Cornwall Councillors to speak to their submitted reports.

Cornwall Councillor Johnson provided a verbal update, advising that Cornwall Council's Highways Manager had been in contact and that a meeting had been arranged to discuss a number of local highways concerns. Cornwall Councillor Johnson agreed to provide a further update on progress at the next meeting of Full Council.

As a veteran, Councillor Johns expressed his support for Cornwall Councillor Frank as she takes on additional responsibility for veterans and veterans' families, complementing her existing portfolio.

Councillor Ashburn thanked Cornwall Councillor Frank for the information provided regarding the Youth Strategy, which she found particularly informative. Councillor Ashburn requested that the SEND Reform Plan be brought back before Members for further consideration once a response has been received from Government.

In response, Cornwall Councillor Frank advised that Government has not indicated when responses to local reform plans will be issued.

Cornwall Councillor Frank explained that all local authorities had been required to submit a Local SEND Reform Plan and that Cornwall Council had completed this requirement.

Cornwall Councillor Frank further advised that funding decisions are anticipated by 21 December 2026 and suggested that, once a Government response has been received, a further meeting be arranged between Town and Cornwall Councillors to discuss the outcome and next steps.

It was **RESOLVED** to note.

94/26/27 **TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Peggs provided a brief overview of the report contained within the circulated agenda pack.

Councillor Peggs advised that work is ongoing to finalise IT systems and arrangements with NHS Property Services, which manages the building. Due to lone working requirements, an alarm system is required; however, a quotation is still awaited despite repeated requests over recent months.

Councillor Peggs further reported that recruitment had attracted a positive response and that interviews would be taking place shortly. Subject to the completion of the necessary preparations, it is anticipated that appointments will commence in November.

Councillor Peggs advised that opportunities for the second room within the property are currently being explored, including the potential to provide health and wellbeing services for the local community.

Councillor Bullock informed Members that Spa Dental had recently advertised the availability of NHS dental appointments for children, which was welcomed as a positive development for local families.

It was **RESOLVED** to note.

95/26/27 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

96/26/27 **FINANCE:**

a. To advise the receipts for May 2026;

   It was **RESOLVED** to note.

b. To advise the payments for May 2026;

   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 March 2026 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.

97/26/27 **TO RECEIVE AND NOTE A REPORT ON THE NOTICE OF VACANCY, ESSA WARD, SALTASH.**

It was **RESOLVED** to note.

98/26/27 **<u>TO APPOINT A MEMBER TO THE PERSONNEL COMMITTEE.</u>**

Councillors Bickford, Ashburn, Nowlan, Johns and Suter expressed an interest in filling the vacant seat on the Personnel Committee.

In accordance with the Membership to Committees Terms of Reference, the names of those expressing an interest were placed into a hat and one name was selected at random by the Chairman.

Following a unanimous vote, it was proposed by Councillor Nowlan, seconded by Councillor Mortimore and **RESOLVED** to appoint Councillor Johns to the Personnel Committee.

99/26/27 **<u>TO APPOINT A MEMBER TO THE FOLLOWING WORKING GROUPS:</u>**

a. Sale of Burraton Field;

Councillor Nowlan expressed an interest in joining the Sale of Burraton Field Working Group.

b. Neighbourhood Plan Steering Group;

Councillor Ashburn expressed an interest in joining the Neighbourhood Plan Steering Group.

c. Waterfront Management;

Councillor Mortimore express and interest in the Waterfront Management Working Group.

d. Waterside Sheds.

Councillor Peggs expressed an interest in joining the Waterside Sheds Working Group.

Members agreed to take the appointments to each working group, as above, en bloc.

Following a unanimous vote, it was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** to appoint Councillors to each working group vacancy as above.

100/26/27 **TO APPOINT A REPRESENTATIVE TO THE OUTSIDE PARTNERSHIP OPCC COUNCILLOR ADVOCATE SCHEME.**

Councillor Ashburn expressed an interest in joining the outside partnership with the OPCC Councillor Advocate Scheme.

Following a unanimous vote, it was proposed by Councillor Peggs, seconded by Councillor Nowlan and **RESOLVED** to appoint Councillor Ashburn to the OPCC Councillor Advocate Scheme.

101/26/27 **TO RECEIVE THE NOTES OF THE SALTASH TOWN TEAM MEETING HELD ON 8 JUNE 2026 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

102/26/27 **TO RECEIVE CORNWALL COUNCILS DOG RELATED PUBLIC SPACES PROTECTION ORDER RENEWALS AND CONSIDER ANY ACTIONS.**

Members received Cornwall Council's consultation on the renewal of the Dog Related Public Spaces Protection Order, as detailed within the circulated reports pack.

Following a vote, (11 in favour, 0 against, 2 abstentions), it was proposed by Councillor Peggs, seconded by Councillor Miller and **RESOLVED** that the Dog Fouling Order, Dog Exclusion Order, Dogs on Leads Order and Dogs on Leads by Direction Order be renewed in their current format, with Members confirming that the designated areas remain appropriate and submitting no further comments in response to the consultation.

103/26/27 **TO RECEIVE A REPORT ON DOWR GLAN CLEAN WATER CAMPAIGN AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

In the absence of a report for consideration and following a unanimous vote, it was proposed by Councillor Nowlan, seconded by Councillor Ashburn and **RESOLVED** to defer to a future meeting of Full Council.

104/26/27 **<u>TO RECEIVE A REPORT AND PROTOCOL FOR TOWN COUNCIL REMEMBRANCE CIVIC SERVICE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.</u>**

Members received the report in the circulated reports pack, containing the proposed arrangements for the Town Council's Remembrance Sunday and Armistice Day commemorations for 2026–27.

Members considered the arrangements for civic photography. During the discussion, the Chairman advised that, following the purchase of suitable photographic equipment and the successful in-house photography undertaken at the recent Mayor Making ceremony, he did not consider it necessary to appoint a professional photographer at this time.

Members referred to the Civic Handbook and agreed that a minor amendment be made to reflect that photographs may be taken in-house, subject to officer capacity and availability.

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Miller and **RESOLVED**:

1. To approve the Civic Party will assemble at St Stephen-by-Saltash Church, at approximately 9.45am for 10am service, followed by the Act of Remembrance at the War Memorial at 11am, including the laying of the Town Council wreath (by invitation from The Reverend Laura Bushell Hawke);

2. To approve the Mayor and Mayoress on behalf of the Town Council will lay wreaths at the Waterside, Saltash Railway Station, and the Memorial Peace Garden to symbolise remembrance and gratitude, supported by the Civic Party, and Councillors, who are welcome to attend;

3. To approve the Saltash Town Council Remembrance Civic Service be held at Wesley Church, commencing at 2pm;

4. To approve the Reading of the Roll of Honour will take place as part of the service at 2pm to be held within the Wesley Church;

5. To approve the Remembrance Parade supported by the Royal British Legion, to form outside Wesley Church and proceed down Fore Street at approximately 3pm to the War Memorial at St Nicholas and St Faith Church for wreath laying;

6. To approve the Parade Marshall role be undertaken by the Town Crier who will form up and start the parade using the Royal British Legion Recommended Orders of Precedence;

7. To appoint Company A to deliver the road closure at a cost of £1,581.95 and approve the submission of the road closure application by 17 August 2026;

8. To approve the appointment of the Town Band to lead the parade and play during the wreath-laying at the War Memorial, St Nicholas and St Faith Church, at a cost of £400;

9. To appoint an external PA company to assist with outdoor acoustics, should no suitable in-house provision be available, at a cost of £400;

10. To approve the additional hours and payment for Officer and Civic Party members, as appropriate for both Remembrance and Armistice Day;

11. To approve the Town Crier, assisted by Officers, to use the Royal British Legion Recommended Orders of Precedence for the wreath laying at the War Memorial at St Nicholas and St Faith Church. Noting that everyone who has a wreath will be given the opportunity to lay it at the War Memorial;

12. To provide light refreshments following the event at the Guildhall;

13. To approve the Communications and Engagement Officer to take photos at both the Town Council's Remembrance Civic Service and Armistice Day, amending the Civic Handbook to reflect that photographs may be taken in-house, subject to officer capacity and availability;

14. To approve (subject to invitation) for the Mayor and Consort to participate in the GWR poppies to Paddington event by handing over the Town Council wreath to the GWR Train Manager. The wreath will be carried with dignity to Paddington Station, where it will be ceremoniously placed at the War Memorial on Platform 1, alongside others from across the GWR network;

15. To approve the Civic Party attend the two minutes silence outside of the Brunel Inn at 11am at Saltash Royal British Legion's noting that both Members and staff will be invited to attend;

16. To delegate responsibility to the Chairman of the Town Council, working with the Mayor's Secretary, to organise suitable participation in the Lamp Light of Peace, in a manner that aligns with the Town Council's schedule on Armistace Day.

17. To approve all associated costs, for both Remembrance and Armistice Day be allocated to Budget Code 6202 – Civic Occasions.

105/26/27 **TO RECEIVE A REPORT FROM THE BEATING OF THE BOUNDS WORKING GROUP AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received the report proposing the arrangements of the annual Beating of the Bounds event, as contained within the circulated reports pack.

Following a unanimous vote, it was proposed by Councillor Nowlan, seconded by Councillor Johns and **RESOLVED:**

1. To approve the event take place on Saturday, 3 October 2026, with participants meeting at Waitrose car park at 10:30am;

2. To invite the Mayor's Chaplain and family, providing complimentary tickets, together with the Mayor and Mayoress;

3. To provide delegated authority to the Administration Department to obtain the necessary permissions for the Mayor to wear the Chains of Office when visiting other parishes and securing consent from relevant landowners for access across private land;

4. To approve that ticket prices for 2026 remain at £5 per adult and £1 for children under 13, with tickets available for purchase from the Saltash Library Hub from 1 August 2026;

5. To approve an initial allocation of 45 tickets, inclusive of complimentary tickets noting that should demand exceed this number, delegated authority is given to the Mayor to determine whether additional tickets can be made available, subject to compliance with health and safety requirements, the availability of the red bus, and final approval by the Office Manager/ Assistant to the Town Clerk;

6. To approve free use of Isambard House, with Cllr B. Samuels to supply homemade (including gluten-free) scones, subject to confirmed food hygiene certification, with Town Council coverage of ingredient costs (Approx £40);

7. To request Service Delivery ensure boundary stones are maintained and accessible for the event and report any health and safety concerns directly to the Town Clerk;

8. To delegate to the working group working with the Mayor's Secretary to review and approve the events risk assessment, displaying on the Town Council website and Fore Street noticeboard once tickets go on sale;

9. To approve the hire of four Saltash Red Buses at a cost yet to be confirmed (noting the 2025 cost was £75 per bus), allocating associated costs to budget code 6202 Civic Occasions;

10. To confirm the requirement for two qualified first aiders, equipped with a Town Council first aid kit with attending Town Councillors with valid first aid qualifications to be requested to fulfil this role. Should no suitably qualified individuals be available, a member of staff will be requested to attend, with additional hours approved;
11. To delegate to the Communications Department to advertise the event, using the town seals on all promotional material and extend invites to all media to attend;

12. To appoint the Town Crier to attend to deliver the cry at cost of £25 to be allocated to budget code 6202 Civic Occasions;

13. To approve that Saltash Town Council will meet any shortfall should the event operate at a loss, with any such expenditure charged to budget code 6202 Civic Occasions.

106/26/27 **<u>TO RECEIVE PLANNING APPLICATION PA26/03915 AND CONSIDER ANY ACTIONS.</u>**

PA20/03915
Mr Julius Newman – **51 Longview Road, Saltash, Cornwall PL12 6EF**
Proposal Outline Replacement rear and side extension to an existing dwelling, with associated internal reconfiguration and improvements.
Ward: Tamar
Date received: 12 June 2026

Following a unanimous vote, it was proposed by Councillor Peggs, seconded by Councillor P Samuels and resolved to **RECOMMEND APPROVAL.**

107/26/27 **MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 18 JULY 2026 OUTSIDE SALTASH HERITAGE MUSEUM, FORE STREET.**

Due to the Town Council's agreement to host a Town Council stall and attend the Saltash Regatta (FTC meeting held on 09.04.26, Minute No. 25/26/27), the next scheduled meeting will take place on Saturday 25 July 2026.

A schedule for the event had previously been circulated, with Councillors Ashburn, Nowlan and Bullock confirmed to attend.

Following a unanimous vote, it was proposed by Councillor Ashburn, seconded by Councillor Peggs, and **RESOLVED** that any additional Councillors wishing to attend are requested to notify the Administration Department accordingly.

The Chairman moved Agenda Item 34 to be received as the next agenda item.

108/26/27 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

Following a unanimous vote, it was proposed by Councillor Miller, seconded by Councillor Nowlan and **RESOLVED** to issue the following Press and Social Media releases:

1. Safer Saltash – support and share educational information on safety during summer holidays;

2. Meet Your Councillor at Saltash Regatta;

3. Notice of Vacancy, Essa Ward;

4. Cornwall Council’s Consultation to Dog Related Public Orders;

5. Beating of the Bounds 2026;

6. Remembrance and Armistice Day Commemorations 2026.

The Chairman asked those in the public gallery to leave the meeting, as the Council will be moving into confidential session to consider the remaining business.

Due to the confidential matters to be discussed, there will be no update in the public session this evening to avoid anyone waiting unnecessarily in reception. The meeting will be brought to a close immediately after.

Thank you for joining us this evening.

Please also note that the Council does not meet during August. I wish you all an enjoyable summer and look forward to welcoming you back in September.

Thank you and good evening.

109/26/27 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Ashburn and **RESOLVED** 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 and in accordance with Saltash Town Council Standing Orders and Terms of Reference.

The Chairman informed Members that the meeting is now in Part Two.

The Chairman reminded Members that items discussed are of the strictest confidence and must not be discussed or shared with others.

The Chairman asked Members to refrain from taking notes in part two confidential session, reports have been provided.

All Members are subject to GDPR, Data Protection Regulations and the Code of Conduct.

Thank you for your co-operation Members.

I now hand over to the Chair of the Personnel Committee, Councillor Mortimore.

110/26/27 **TO RECEIVE A REPORT FROM THE CHAIRMAN OF THE PERSONNEL COMMITTEE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Due to the private and confidential nature of Agenda item 31, the associated report is contained within the confidential minutes of Full Council held on 2 July 2026.

It was **RESOLVED** to note.

111/26/27 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

112/26/27 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Following a unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor Nowlan and **RESOLVED** that the public and press be re-admitted to the meeting.

113/26/27 **DATE OF NEXT MEETING: 3 SEPTEMBER 2026 AT 7:00 P.M.**

Thursday 3 September 2026 at 7.00pm

114/26/27 **COMMON SEAL:**

It was **RESOLVED** for Councillor Miller 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 3 September 2026 at 7.00 pm

Rising at: 9.20 pm

Signed: ________________________________
Chairman

Dated: ________________________________