SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 1st October 2026 at 7.00 pm

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

ALSO PRESENT: 2 Members of the Press, 6 Candidates for Co-option, H Frank (Cornwall Council), S Burrows (Town Clerk / RFO), D Joyce (Office Manager / Assistant to the Town Clerk) and J Hughes (Administration Officer).

APOLOGIES: S Gillies, J Suter, K Johnson (Cornwall Council).

148/26/27 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.

149/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

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

150/26/27 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.

151/26/27 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

152/26/27 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 3 SEPTEMBER 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 (10 in favour, 0 against, 3 abstentions), it was proposed by Councillor B Samuels, seconded by Councillor Nowlan and **RESOLVED** that the minutes of the Full Town Council Meeting held on 3 September 2026 were confirmed as a true and correct record.

153/26/27 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

a. Planning and Licensing held on 15 September;

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

b. Policy and Finance held on 22 September;

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

c. Services held on 24 September.

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

   RECOMMENDATION:

   63/26/27 TO RECEIVE A REPORT ON THE GUILDHALL REFURBISHMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

   Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Bullock and resolved to **RECOMMEND** to Full Council to ratify the virement of £20k from General Reserves to budget code 7122 EMF Legal and Professional Fees for professional fees associated to Bailey Partnership's appointment.

Following a unanimous vote, it was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** to approve the above recommendation.

154/26/27 **TO RECEIVE THE CHAIRMAN'S REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman reported that it had been a relatively quiet month, with several notable engagements attended on behalf of the Town Council. Members noted the Chairman's attendance at the recent HMS Raleigh passing out parade, which he described as a fitting ceremony and an enjoyable opportunity to witness.

The Chairman also attended a light luncheon with submariners and shared insights into life aboard a submarine, including extended periods spent at sea.

Members were informed of the funeral of former Mayor Paul Adams. The Chairman reflected on Mr Adams' contribution to the community, particularly his role in establishing the Youth Council during the 1980s and noted the importance of encouraging youth engagement in local democracy. The Chairman also highlighted Councillor Peggs' forthcoming health meeting, which would be considered later on the agenda and the ongoing challenges facing health services within Saltash.

The Chairman further reported attendance at a Saltash United event with approximately 60 to 70 people in attendance.

The Deputy Mayor noted attendance at the opening of the new audiology hub within Specsavers Saltash. The event was described as a positive and engaging occasion, celebrating the introduction of an additional local healthcare service operating within the town.

It was **RESOLVED** to note.

155/26/27 **TO RECEIVE THE MONTHLY CRIME FIGURES AND CONSIDER ANY ACTIONS.**

Members noted that no crime report had been received for the meeting, as the relevant figures were not available in time for publication.

The Chairman advised that the Town Council continues to work closely with the police and highlighted that police representatives had attended the most recent Meet Your Councillors event.

The Town Clerk invited Members to raise any questions or concerns relating to policing matters, which would be referred to the appropriate officers for clarification and response.

It was **RESOLVED** to note.

156/26/27 **TO RECEIVE A REPORT FROM COMMUNITY ENTERPRISES PL12 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members noted that, as the Community Enterprises Annual General Meeting had taken place the previous evening, no report was available for consideration at this meeting. Members looked forward to receiving an update and summary of the AGM outcomes at the Full Council meeting in November.

157/26/27 **TO RECEIVE A REPORT FROM COMMUNITY AREA PARTNERSHIPS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members noted that the next meeting of the CAP was scheduled to take place on 6 October in St Germans. As the meeting had not yet been held, there was no update to report at this evening's meeting.

158/26/27 **TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members noted that the minutes of the recent Safer Saltash meeting, held earlier in the week, would be received at the next meeting.

An update was provided on the work of Crimestoppers, including the promotion of its anonymous reporting service and the Fearless initiative, which is aimed at encouraging young people to report concerns confidentially.

Members discussed ongoing concerns relating to anti-social driving activity and noted that the reporting of vehicle registration numbers can assist the police with investigations and enforcement where appropriate.

Updates were also received regarding parking issues and abandoned vehicles. Members noted that vehicles reported at the Peace Garden and two locations on Burraton Road had subsequently been moved following intervention and reporting through the appropriate channels.

It was **RESOLVED** to note the update and the July and September minutes.

159/26/27 **TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman raised concerns regarding the trailer given to Saltash Chamber of Commerce which displays the Saltash Town Council banner, noting that its appearance was untidy.

Members were advised that the matter would be discussed further with the Chairman of Saltash Chamber of Commerce, particularly in relation to its potential use for the Light Switch On event scheduled for 13 November.

A further update would be brought back to Members for consideration.

It was **RESOLVED** to note.

160/26/27 **TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received an update from Cornwall Councillor Frank on recent developments relating to the Case for Cornwall and ongoing discussions around further devolution.

It was noted that encouraging conversations continue to take place regarding additional powers for Cornwall, including potential devolved responsibilities without the requirement for a directly elected Mayor. Members were advised that further updates are expected in the coming weeks.

Members discussed the significant investment being proposed within the Devonport Dockyard and the importance of ensuring that South East Cornwall secures maximum benefit from any economic opportunities arising. Members recognised the opportunity to increase the proportion of highly skilled roles filled by residents of South East Cornwall and discussed the need to support workforce upskilling, deliver housing that attracts and retains skilled workers, and improve transport links to Devonport to enable local people to access future employment opportunities.

Cornwall Councillor Frank advised that she would be meeting with representatives from the Royal Navy and Plymouth City Council the following day and would continue to advocate for Saltash and South East Cornwall to be represented in ongoing discussions, ensuring that the interests of the area are considered as proposals develop.

Members acknowledged that investment in the dockyard could have wider economic benefits across the region and noted the importance of understanding how such investment may translate into opportunities for local communities, businesses and the workforce.

Councillor Bickford asked the Town Clerk to ensure that Saltash Town Council seeks all opportunities to establish working relationships with key stakeholders to ensure Saltash has a voice were appropriate in the Devonport investment.

The Town Clerk advised that she would continue to monitor developments through attendance at Cornwall Area Partnership meetings and would seek opportunities to establish relationships with key organisations involved in the Devonport investment programme. Members agreed it was important for Saltash Town Council to remain informed and engaged in discussions to better understand the opportunities and implications for the town.

Members discussed the forthcoming Cornwall Council Mental Health Summit, which will bring together health, care and community organisations to consider mental health and wellbeing across Cornwall. Councillor Ashburn highlighted the opportunity for Town Councillors to submit questions reflecting concerns and requested that a response be submitted on behalf of the Town Council to ensure local issues are represented within the wider discussion.

Following a unanimous vote, it was proposed by Councillor Ashburn, seconded by Councillor Nowlan and **RESOLVED** to approve Councillor Ashburn submit a response to Cornwall Council's Mental Health Summit on behalf of the Town Council.

161/26/27 **TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Peggs provided an update on recent healthcare discussions, noting a positive meeting with our MP Anna Gelderd, who remains supportive of the principle of delivering healthcare services closer to home. Members were advised that efforts continue to progress the provision of phlebotomy services in Saltash, with ongoing engagement with the Integrated Care Board to support this objective.

It was reported that improvements are being considered to enhance the safety and accessibility of the facilities, including the installation of a call bell or alarm system. The use of the day room is also being explored further.

Members welcomed the positive progress being made in strengthening local health and wellbeing provision.

It was **RESOLVED** to note.

162/26/27 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

163/26/27 **FINANCE:**

a. To advise the receipts for August 2026;

   It was **RESOLVED** to note.

b. To advise the payments for August 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 31 August 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.

164/26/27 **TO APPOINT A MEMBER TO THE BURIAL AUTHORITY COMMITTEE.**

Following a unanimous vote it was proposed by Councillor Bullock, seconded by Councillor P Samuels and **RESOLVED** Councillor Johns be appointed to the Burial Authority Committee. There are no further vacancies at this time.

165/26/27 **TO APPOINT A MEMBER TO THE CAP CLIMATE CHANGE OUTSIDE PARTNERSHIP.**

Following a unanimous vote it was proposed by Councillor Peggs, seconded by Councillor B Samuels and **RESOLVED** Councillor Nowlan be appointed as a representative to the CAP Climate Change working group. There are no further vacancies at this time.

166/26/27 **TO RECEIVE PREMISES LICENCE APPLICATION LI26 003725 AND CONSIDER ANY ACTIONS.**

Premises Name and Address	Jino's Your Local Convenience, 133 Callington Road, Saltash, PL12 6EB
Applicant	Jino Kalachirayil Augustine
Application Accepted	21 September
Application Type	Premises Licence
Licensable Activities	Sale of Alcohol
Reference	LI26_003725
Representations Deadline	15 October 2026
Licensing Officer	José Davila
Ward	Essa

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

167/26/27 **MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 17 OCTOBER 2026 OUTSIDE SALTASH HERITAGE MUSEUM, FORE STREET.**

The next scheduled meeting date Saturday 17 October 2026 outside Saltash Heritage Museum, Fore Street.

Following a unanimous vote, it was proposed by Councillor Peggs, seconded by Councillor Johns and **RESOLVED** for Councillors Peggs, Bullock, Slavin, Nowlan and Stoyel to attend.

168/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Mortimore 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.

169/26/27 TO RECEIVE AND APPROVE THE PRIVATE AND CONFIDENTIAL MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 3 SEPTEMBER 2026 AS A TRUE AND CORRECT RECORD.

Following a vote (12 in favour, 0 against, 1 abstentions), it was proposed by Councillor Mortimore, seconded by Councillor Peggs and **RESOLVED** that the private and confidential minutes of the Full Town Council meeting held on 3 September 2026 were confirmed as a true and correct record.

170/26/27 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

171/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

172/26/27 **TO RECEIVE APPLICATIONS FOR THE OFFICE OF TOWN COUNCILLOR AND TO CO-OPT A CANDIDATE TO FILL THE VACANCY IN ESSA WARD.**

The Chairman welcomed and thanked all applicants for their interest in serving the community through Saltash Town Council and for putting themselves forward for co-option to represent Essa Ward.

Members noted that six applications had been received for the vacancy in Essa ward. Applicants present were invited, in alphabetical order, to address the Council for up to three minutes, providing an introduction, outlining their background and experience, and explaining their reasons for seeking co-option.

Members further noted that, whilst apologies had been received from one applicant, their application would still be considered in accordance with the Town Council's Co-option Policy.

The Chairman outlined the voting procedure, advising that voting would be undertaken by written ballot in accordance with the Town Council's Co-option Policy and Standing Orders. Ballot papers would be collected, checked and counted by the Officer and verified by the Town Clerk before the result is reported to the Chairman.

Members were reminded that, should no applicant receive an absolute majority of votes, the applicant receiving the fewest votes would be eliminated and a further round of voting undertaken. This process would continue until a candidate received a clear majority of votes. In the event of an equality of votes, the matter would be determined by the Chairman's casting vote.

The Chairman invited any questions of Members regarding the process before proceedings commenced.

No questions were raised.

The co-option process commenced with each candidate being invited to the table in alphabetical order and given up to three minutes to address the Town Council, providing an introduction, outlining their background and experience, and explaining why they wished to become a Member of Saltash Town Council.

Following each presentation, Members were given the opportunity to ask questions of the candidate.

Upon completion of all candidate presentations, the Office Manager / Assistant to the Town Clerk issued ballot papers to Members.

The ballot papers were subsequently collected and checked to ensure no duplicates had been submitted. The votes cast for each candidate were counted and verified by the Town Clerk, who then reported the results to the Chairman.

The Chairman advised that one candidate had received a clear majority of votes and was therefore duly co-opted to fill the vacancy for the Essa Ward.
Following a unanimous vote, it was proposed by Councillor Ashburn, seconded by Councillor Johns and **RESOLVED**:

1. To thank all candidates for their interest in becoming a Saltash Town Councillor;

2. To co-opt John Steer as a Town Councillor for Essa Ward vacant seat on this Town Council.

173/26/27 **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 Ashburn and **RESOLVED** to issue the following Press and Social Media releases:

1. Cornwall Council's Let's Talk Cornwall Survey;

2. Cornwall Council's Mental Health Summit Response;

3. Community Speed Watch Volunteer Recruitment Campaign in partnership with Safer Saltash;

4. Essa Ward Co-option Results.

174/26/27 **DATE OF NEXT MEETING: 5 NOVEMBER 2026 AT 7:00 P.M.**

Thursday 5 November 2026 at 7.00pm

175/26/27 **COMMON SEAL:**

It was **RESOLVED** for Councillor Martin 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 November 2026 at 7.00 pm

Rising at: 8.19 pm

Signed: _____
Chairman

Dated: _____