

# Public Document Pack

## **SALTASH TOWN COUNCIL**

### **Minutes of the Meeting of the Services Committee held at the Guildhall on Thursday 24th September 2026 at 6.30 pm**

**PRESENT:** Councillors: R Bickford, R Bullock, S Gillies (Chairman), M Johns, L Mortimore, P Nowlan, B Samuels, P Samuels, S Slavin and B Stoyel.

**ALSO PRESENT:** 3 Members of the Public, 1 Member of the Press, S Burrows (Town Clerk / RFO), D Joyce (Office Manager / Assistant to the Town Clerk) and S Spanton (Administration Assistant)

**APOLOGIES:** A Ashburn, S Martin, S Miller, J Peggs and J Suter.

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#### **42/26/27 TO ELECT A VICE CHAIR.**

The Chairman welcome and introduced the Service Delivery Administration Assistant in attendance at this evening's meeting.

The Chairman invited Members to indicate their interest in standing for the position of Vice Chairman of the Services Committee for the remainder of the municipal year.

Councillor Bickford showed interest.

A written ballot was conducted.

Following the ballot, the Chairman Councillor Gillies confirmed that a majority vote had been achieved.

It was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED** that Councillor Bickford be elected Vice Chairman of the Services Committee for the remainder of the municipal year 2026/27.

#### **43/26/27 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.

**44/26/27      HEALTH AND SAFETY ANNOUNCEMENTS.**

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

**45/26/27      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.

| <b>Councillor</b> | <b>Agenda Item</b> | <b>Pecuniary / Non Pecuniary</b> | <b>Reason</b>                      | <b>Left the meeting</b> |
|-------------------|--------------------|----------------------------------|------------------------------------|-------------------------|
| Gillies           | 27                 | Non Pecuniary                    | Lives adjacent to application site | Yes                     |
| Slavin            | 27                 | Non Pecuniary                    | Land ownership within Pillmere     | No                      |

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

None received.

**46/26/27      PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.**

The Chairman confirmed one public question had been received.

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

| <b>Date Received</b> | <b>Public Questions to the Town Council</b>                                                                                                                                                                                                                 | <b>Submitted By</b> |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| 25/6/26              | I respectfully ask the Council to reconsider the decision to charge for pontoon access, particularly for local residents using the facility solely for the safe launching and retrieval of boats. At the very least, I ask that the Council clearly explain | K Vangorph          |

|  |                                                                                                                                                                                            |  |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  | 1. Who proposed this action?<br><br>2. What is the rationale behind the introduction of these charges?<br><br>3. In what way does this decision serves the interests of Saltash residents? |  |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Following a unanimous vote, it was proposed by Councillor Gillies, seconded by Councillor Bickford and **RESOLVED** to delegate to the Town Clerk to respond to the resident as follows:

1. The proposal to remove access to the shoreline was considered by the Services Committee as part of the review of Fees and Charges for 2026/27 at its meeting held on 10 October 2024 (Minute 74/25/26).
2. Trusted boat scheme charges were not newly introduced. The Trusted Boat Scheme, which provides authorised users with 24-hour access, 365 days a year, including access to the pontoon / shoreline via a key code or fob, has been in operation for many years.

The Town Council restricted public access to the shoreline following an increase in incidents of antisocial behaviour when access was available to all pontoon users for a 2-hour period.

The Trusted Boat Scheme was therefore developed to provide responsible and controlled access to the shoreline. The associated charges help support the administration and management of the scheme, ensure fair and equitable use of the facilities, and protect the integrity of the controlled access arrangements.

3. The decision supports the interests of Saltash residents by helping to fund the ongoing maintenance and management of the pontoon, ensuring the facility remains safe, well-maintained and available for future use.

Furthermore, restricting access through the Trusted Boat Scheme helps address antisocial behaviour issues previously experienced at the site, whilst safeguarding the scheme and its benefits for responsible users.

**47/26/27      TO RECEIVE AND APPROVE THE MINUTES OF THE SERVICES COMMITTEE HELD ON 11 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 (9 in favour, 0 against, 1 abstention), it was proposed by Councillor Gillies, seconded by Councillor Nowlan and **RESOLVED** that the minutes of the Services Committee held on 11 June 2026 were confirmed as a true and correct record.

**48/26/27      TO RECEIVE A RECOMMENDATION FROM THE POLICY AND FINANCE COMMITTEE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received and considered the recommendation of the Policy and Finance Committee as detailed in the circulated reports pack.

Following a unanimous vote, it was proposed by Councillor Gillies, seconded by Councillor Mortimore and **RESOLVED** to approve the budget virement for the cost of the external PA system of £2,158.21 to budget code 6287 EMF Website as recommended by the P&F Committee.

**49/26/27      TO REVIEW THE SERVICES BUSINESS PLAN DELIVERABLES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

**50/26/27      TO RECEIVE THE SERVICES COMMITTEE BUDGET STATEMENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

**51/26/27      TO RECEIVE THE FIVE YEAR PLAN AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chair asked the Town Clerk to provide Members with an overview of the Five-Year Plan, as circulated in the reports pack.

The Town Clerk advised that the Plan supports the effective management and maintenance of Town Council assets, assists long-term financial planning and helps to minimise significant fluctuations in the precept through planned investment and maintenance programmes.

Members were advised that the Plan is informed by annual condition surveys and links directly to budget-setting processes. Updates were provided on a number of asset-related projects, including works and professional fees associated with the Library, Maurice Huggins Room, Longstone Park Depot, heritage building, land and boundary fencing, Christmas lights infrastructure and pontoon maintenance.

It was noted that the Waterside Project remains on hold and that the vending machine proposal for the Library will be reconsidered by the Library Sub Committee, with the Plan updated accordingly.

The Town Clerk also reminded Members that delegated authority enables essential asset maintenance works to be undertaken within approved budget provisions, with progress reported back to Members as required.

It was **RESOLVED** to note.

**52/26/27      TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

**TO RECEIVE REPORTS FROM THE SERVICE DELIVERY DEPARTMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE:**

a. Departmental Report;

The Town Clerk provided a verbal update on the work of the Services Department and highlighted the significant volume of maintenance, improvement and administrative work undertaken by the team. Members were advised that a high standard of service continues to be delivered across Town Council assets and facilities.

The Town Clerk reported ongoing challenges relating to vandalism, which requires resources to be diverted to repair works. Members were advised that, whilst some areas of concern are not the responsibility of the Town Council such as weeding, have been undertaken in key locations to ensure the town remains presentable for residents and visitors.

Councillor Johns asked if the Town Council crosses over to Cornwall Council responsibilities. The Town Clerk confirmed that the public are directed to the appropriate authority where issues fall outside the Town Council's remit.

Members were informed that an external health and safety consultant has commenced inspections of Town Council facilities and assets. A comprehensive report outlining findings, recommended actions, and areas for improvement will be received upon completion of the audit.

The Town Council remains committed to continuously improving health and safety standards, ensuring compliance with relevant legislation, and promoting safe environments across all sites and facilities.

The Town Clerk further advised that, due to current staffing capacity, the Services Team is unable to provide cover for one weekend in every five. As a result, the public conveniences at Longstone Park are temporarily closed during those periods. Members noted that this arrangement has been in place for some time and continues as part of the current operational rota arrangements.

It was **RESOLVED** to note.

b. Grounds Maintenance Works;

It was **RESOLVED** to note.

c. Work Request Log;

It was **RESOLVED** to note.

d. Vandalism and Anti-Social Behaviour Report;

It was **RESOLVED** to note.

e. Statutory and Mandatory Building Asset Checks.

It was **RESOLVED** to note.

**54/26/27      TO RECEIVE A REPORT ON THE APPOINTMENT OF CITY SECURITY AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman provided an overview of the security patrol initiative undertaken during the summer period.

Members discussed feedback received from the Police and noted that improved liaison and communication between all parties would be beneficial for any future schemes.

Members considered the effectiveness of the initiative, noting that responsibilities had at times overlapped between Police and non-Police activities. It was recognised that stronger communication between key stakeholders would enhance future operations.

Discussion took place regarding incidents of vandalism within the town and whether the initiative had contributed to reducing anti-social behaviour in target areas. Members acknowledged that particular periods of the year, such as school holidays, can present increased challenges and that future security measures should be focused on identified hotspot locations across the town rather than a single area.

Members noted that the initiative had been implemented at pace in response to concerns raised and demonstrated the Town Council's commitment to addressing anti-social behaviour issues. Whilst acknowledging there had been some teething problems, Members considered the initiative to have been successful overall and recognised the learning opportunities gained from the experience.

It was noted that the current contract would not be extended beyond the agreed period. However, Members agreed that alternative security options could be explored in future for specific locations and periods where additional support may be required.

Following a unanimous vote, it was proposed by Councillor Gillies, seconded by Councillor Mortimore and **RESOLVED**:

1. To ratify the expenditure incurred of £6,232 plus VAT for the provision of security patrol services from Friday 31 July 2026 to Sunday 6 September 2026, allocated to budget code 6598 EMF Crime Reduction (CCTV);
2. To instruct the Town Clerk to not continue the appointment of City Security beyond the agreed trial period;
3. To review the provision of security patrol services should a future need arise, working closely with Devon and Cornwall Police and relevant partners to ensure a coordinated, effective and proportionate response to community concerns.

**55/26/27      TO RECEIVE A REPORT ON THE PROCUREMENT OF SOFTWARE FOR THE SERVICES DEPARTMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Town Clerk advised that a report had not been included within the circulated reports pack for this meeting, as further research is required before a report can be presented to Members for consideration.

Following a unanimous vote, it was proposed by Councillor Gillies, seconded by Councillor Bickford and **RESOLVED** to defer to a future Services Committee meeting.

**56/26/27      TO RECEIVE A REPORT ON THE SERVICES COMMITTEE WORKING GROUPS AND CONSIDER ANY ACTIONS.**

The Chairman provided an overview of the report and outlined the proposed approach to the use of Working Groups within the Council's governance structure. Members were advised that Working Groups offer a flexible mechanism for considering matters within the Services Committee remit, enabling research, project development and the exploration of opportunities with officer support where required.

It was noted that, unlike Sub Committees, Working Groups operate with fewer procedural restrictions and can respond more quickly to emerging issues, allowing recommendations and reports to be developed efficiently for consideration by the relevant Committee. Members were reminded that the Council's governance review had identified a greater reliance on Working Groups as a means of increasing Member involvement and supporting the delivery of Council priorities.

Members discussed the benefits of a broader Working Group structure, particularly in relation to events and project-based activities, enabling Councillors to participate in areas of specific interest and expertise.

Members were advised that opportunities to participate in Working Groups would be circulated to all Councillors and that, where no Member involvement was forthcoming, projects would continue to be progressed by officers as appropriate.

Members highlighted the significant volume of work currently being considered by the Services Committee and acknowledged the important role of the Chair and Vice Chair in supporting the progression of matters.

It was further noted that Working Groups have no delegated powers or budgetary authority and exist solely to undertake research, explore options, and develop proposals for consideration. Any recommendations arising from a Working Group are submitted to the relevant Committee, which retains full responsibility for decision-making and budget allocation.

Following a vote (7 in favour, 1 against, 2 abstentions), it was proposed by Councillor Gillies, seconded by Councillor Stoyel and **RESOLVED:**

1. To establish four Working Groups within the Services Committee remit as follows:

Buildings & Assets

To consider matters relating to building maintenance and other Council-owned assets, including the pontoon.

Play Parks, Open Spaces & Street Furniture

To consider matters relating to Council-owned play parks, open spaces, town planting, noticeboards, benches and associated assets.

Devolution & Acquisition

To consider matters relating to potential asset transfers, acquisitions and devolution opportunities, including land at Pillmere and assets offered by Cornwall Council.

Events

To develop and support annual and one-off events hosted by the Town Council.

2. That membership of the Working Groups be determined in accordance with expressions of interest received from Councillors.

**57/26/27      TO RECEIVE A REPORT ON TOWN PLANTING AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman advised that, in light of the extreme weather conditions experienced this year and the likelihood of similar conditions in future, the Town Council's planting regime should be reviewed to ensure it remains sustainable, cost-effective and capable of maintaining the quality and longevity of planting displays.

Members agreed that, following the establishment of the Play Parks, Open Spaces and Street Furniture Working Group, the matter should be referred to the Group for further investigation and research.

Following a unanimous vote, it was proposed by Councillor Gillies, seconded by Councillor Mortimore and **RESOLVED** to delegate to the Acting Services Manager and the Play Parks, Open Spaces and Street Furniture Working Group to review the Town Council's planting regime and report their findings and recommendations to a future Services Committee meeting.

**58/26/27      TO RECEIVE A REPORT ON VICTORIA GARDENS AND THE MAURICE HUGGINS ROOMS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman provided an overview of the report and highlighted the valuable work being undertaken by Saltash Together within Victoria Gardens. Members noted that the Town Council does not hold a licence for the management of the Gardens but remains committed to supporting community-led initiatives and partnership working with relevant stakeholders.

Following a unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor Bullock and **RESOLVED**:

1. To note Cornwall Council's arrangements for the Maurice Huggins Room and to continue supporting the current hirers until Cornwall Council's tender process has concluded, or until the organisations no longer require use of the facility.
2. To encourage partnership working with relevant stakeholders to support the restoration and enhancement of Victoria Gardens, with the matter to be progressed through the Play Parks, Open Spaces and Street Furniture Working Group, supported by the Acting Services Manager.

**59/26/27      TO RECEIVE A REPORT FROM SALTASH ENVIRONMENTAL ACTION AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members noted a proposal regarding potential planting at Pillmere Meadow, with an emphasis on low maintenance species. It was reported that initial discussions with local residents had indicated limited support for the proposal and that no planting would be undertaken without residents' agreement. Members requested further information and clarification on the proposal.

It was **RESOLVED** to note and to be obtain further clarification from SEA.

**60/26/27      TO RECEIVE A REPORT ON STREET FURNITURE AT TRELEDAN, SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Slavin provided an overview of the report concerning the request for additional litter bins within the Treledan Estate. Members acknowledged the concerns raised by residents and expressed their support for maintaining a clean and welcoming environment across the estate.

Members noted that residents contribute towards estate maintenance through charges paid to the land management company and questioned whether responsibility for the provision and maintenance of litter bins should rest with the developer or management company. While supportive of the principle of additional bin provision, Members considered it important to establish the respective responsibilities of all parties, together with any ongoing maintenance and financial implications for the Town Council, before committing public funds.

Members therefore agreed that further enquiries should be made with the developer and land management company regarding waste bin provision before any decision is taken.

Members also discussed the provision of a Town Council noticeboard within the estate and considered this to be an appropriate means of improving communication with residents, subject to the necessary permissions being obtained from the landowner.

Following a vote (10 in favour, 0 against, 0 abstentions), it was proposed by Councillor Mortimore, seconded by Councillor Slavin and **RESOLVED:**

1. To delegate to the Town Clerk to write to the developer and land management company to establish whether provision of combined bins is planned within the Treledan Estate and the timeframe for install;
2. To approve the purchase and installation of a Town Council noticeboard on Treledan Way at a cost of £1,634.35 to be allocated to Budget Code 6571 SE EMF Saltash Recreation Areas, subject to the necessary landowner consent being obtained;

61/26/27

**TO RECEIVE A REPORT ON PRODUCING A CONDITION REPORT AND FORECAST BUDGET COSTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Slavin raised concerns regarding the exclusions contained within Appendix A of the building surveyor's quotation for the preparation of the annual condition report on Town Council assets.

The Town Clerk advised that the Town Council has previously engaged the contractor and that structural elements are comprehensively assessed through the condition surveys, whilst electrical and plumbing matters are routinely inspected and managed through the Council's appointed specialist contractors.

Members were reminded that the condition survey and five-year maintenance forecast are key documents that support the effective management and maintenance of Town Council assets, whilst informing long-term financial planning and future budget setting.

Following a unanimous vote it was proposed by Councillor Gillies, seconded by Councillor P Samuels and **RESOLVED** to appoint Bailey Partnership at a cost of £1,500 plus VAT to undertake a condition survey and prepare a five-year maintenance forecast for the Town Council's property portfolio, with expenditure to be allocated to Budget Code 6595 SE EMF Legal and Professional Fees Grounds and Premises.

**TO RECEIVE A MAINTENANCE REPORT ON ISAMBARD HOUSE  
AND CONSIDER ANY ACTIONS AND ASSOCIATED  
EXPENDITURE.**

The Chairman referred Members to the maintenance report for Isambard House, as included within the circulated reports pack, noting that the proposed works form part of the Town Council's five-year planned maintenance programme.

During discussion, Councillor Bickford suggested that consideration be given to coordinating the proposed works with any future installation of solar photovoltaic (PV) panels. This approach could maximise efficiencies, particularly in relation to scaffolding requirements, associated costs, and any permissions that may be required due to the property's proximity to the railway.

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

1. To delegate to the Town Clerk to obtain three quotations for the external building maintenance works required at Isambard House, in accordance with the Town Council's Five-Year Maintenance Plan;
2. To delegate to the Town Clerk to investigate opportunities to coordinate the external building maintenance works with solar PV installation works, where practicable, to maximise efficiencies and minimise costs associated with scaffolding and other access requirements;
3. To delegate to the Town Clerk to appoint Bailey Partnership to oversee and project manage the appointment of a suitable contractor to undertake the external building works at Isambard House;
4. That subject to the estimated value of the works and the Town Council's procurement requirements, delegate to the Town Clerk to appoint Bailey Partnership to prepare the tender specification, undertake tender evaluation, and provide a recommendation for the appointment of a contractor through to the successful completion of the project;
5. To note that the Town Clerk will keep the Chair and Vice-Chair informed throughout each key stage of the project and will submit a completion report to a future meeting of the Council;
6. To allocate associated costs for the building work to budget code 6873 EMF General Repairs and Maintenance;
7. To allocate associated professional fees to budget code 7122 EMF Legal and Professional Fees.

**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.

**64/26/27      TO RECEIVE A REPORT ON THE PUBLIC CONVENIENCES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Nowlan thanked the Working Group and officers for their work to date and referred Members to the report contained within the circulated reports pack.

Members discussed the future provision of public conveniences within the town and noted that further information on potential improvement works and associated costs is still being gathered.

A range of options for future service delivery were considered, including community toilet schemes and resident access arrangements adopted by other local authorities. Members noted that initial expressions of interest had been received from local businesses in relation to alternative provision and agreed that further investigation would be required to assess the viability, sustainability and long-term implications of any such arrangements.

Members requested that the full consultation results be circulated, including a breakdown of associated operating costs by facility, together with information on the potential financial implications of any future changes to public convenience provision contract. Whilst recognising the significant costs associated with maintaining the facilities, Members acknowledged the importance of continuing to provide an appropriate service for residents and visitors.

Councillor Johns left the meeting and returned during discussions.

Members further noted that work remains ongoing to explore funding opportunities, operational costings, sector guidance and training before any recommendations regarding future provision can be brought forward.

Councillor Bullock gave apologies and left the meeting.

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

1. To defer consideration of the matter to a future meeting to enable officers and the Working Group to obtain detailed costings for potential improvements to existing facilities, investigate funding opportunities, explore alternative provision options and undertake further research before any final recommendations or decisions are made;
2. To approve the submission of a response by the Working Group, on behalf of the Town Council, to the Local Government Survey to contribute towards the development of future guidance and best practice for local councils on Public Conveniences provision.

**65/26/27      TO RECEIVE A REPORT ON THE PONTOON AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman advised that a report had not been included within the circulated reports pack for this meeting, as further research is required before a report can be presented to Members for consideration.

Following a unanimous vote, it was proposed by Councillor Gillies, seconded by Councillor Nowlan and **RESOLVED** to defer to a future meeting of the Services Committee.

**66/26/27      TO RECEIVE A REPORT ON THE APPOINTED CONCESSIONAIRE AT TRACKSIDE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman provided an overview of the recruitment process for the Isambard House café and waiting room concession. Members were advised that, following notice from the current concessionaire that trading will cease on 31 October 2026, expressions of interest were invited and five applications were received. Four prospective operators were interviewed, with all applicants demonstrating a good understanding of the opportunity.

Members noted that the process had attracted a strong field of candidates. However, further consideration of the applications and interview outcomes, together with any necessary follow-up discussions, is required before the appointment can be presented and ratified at a future Services Committee meeting.

It was **RESOLVED** to note.

Councillor Gillies declared an interest and left the meeting.

Councillor Slavin had declared an interest in the following agenda item at the commencement of the meeting. Upon consideration of the matter and having reflected on his association with Pillmere, Councillor Slavin determined that he did not have a disclosable interest in the item and therefore remained present for the discussion and vote.

The Vice Chair in the Chair.

**67/26/27      TO RECEIVE A REPORT ON THE PURCHASE OF LAND AT PILLMERE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Vice-Chair provided an overview of the report and the progress made to date in relation to the potential transfer of the land. Members were advised that the option of splitting the title had been discounted, as the associated legal costs would not be met by the developer.

Members noted that the current owners had advised they would not maintain the land should the Town Council decide not to accept its transfer. It was further reported that the Services Department had undertaken some maintenance works at the site during the summer months, which had been well received by local residents.

Members discussed whether the Town Council would be willing to assume responsibility for the entirety of the land, including the associated roads and pathways. Consideration was given to the possibility of entering into a maintenance agreement for the green space only, and Members agreed that further information should be sought from the developer regarding the feasibility of such an arrangement.

Members also considered the long-term maintenance liabilities and associated costs, noting that responsibility for roads and other infrastructure could place significant demands on Town Council resources and budgets and fall outside its area of responsibility.

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

1. That, in principle, the Town Council is willing to enter into a maintenance agreement for the green spaces only, to ensure that the areas are maintained to an appropriate standard and the vegetation is kept in good condition.
2. That, should the developer be unwilling to enter into a maintenance agreement for the green spaces, the Town Council will cease further negotiations in respect of both sites.

Councillor Johns gave apologies and left meeting.

Councillor Gillies was invited and returned to the meeting.

**68/26/27      TO RECEIVE A REPORT ON TRANCHE 1 DEVOLUTION AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Town Clerk provided an update on Tranche 1 Devolution and reminded Members that, at the Services Committee meeting held in April, approval had been given to enter into a new 25-year lease for Longstone Park at an increased annual rent. Members were advised that discussions had subsequently progressed with Cornwall Council regarding a wider devolution package, including Waterside Green and Jubilee Green.

The Town Clerk reported on a positive meeting with Cornwall Council officers.

Members noted that Cornwall Council was supportive of the devolution of Longstone Depot; however, this element of the package was recognised as being more complex and sought clarification on the Town Council's position regarding the potential devolution of Longstone Park. Whilst Members recognised the value of the site, including its open space and recreational facilities, concerns were expressed regarding its current condition and the historic lack of investment in the asset.

Members indicated that they would be supportive of considering the future devolution of Longstone Park in principle as part of the Town Council's longer-term aspirations. However, Members considered that significant investment and improvement works would be required by Cornwall Council before the Town Council could give further consideration to assuming responsibility for the site.

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Slavin and **RESOLVED;**

1. To note that Cornwall Council have been informed of the Town Council's approval to accept the new Heads of Terms for Longstone Depot;
2. To confirm that it remains the Town Council's intention to proceed with the devolution of Jubilee Green and Waterside Green, accepting responsibility for the management, maintenance and safety of both sites, as detailed in Appendix A and B, irrespective of whether the transfer of Longstone Depot progresses simultaneously;
3. To note that the proposed devolution of Longstone Depot is more complex due to its location within the wider Longstone Park site and to delegate to the Town Clerk to continue negotiations with Cornwall Council officers regarding the depot transfer, recognising that progress is likely to be achieved over a medium-term timeframe;
4. To delegate to the Town Clerk to continue working with Cornwall Council to secure an agreed solution for the provision of a welfare cabin adjacent to the depot garage within the terms of the lease, to support the day-to-day operation of Town Council ground services;
5. To support, in principle, the future devolution of Longstone Park as a long-term aspiration for the Town Council, recognising its value as a recreational and open space asset, noting that significant investment would be required to improve the condition of the site before any future transfer could be considered and that Longstone Park toilet block forms part of the wider Longstone Park site;
6. To delegate to the Town Clerk working with Members of the Devolution and Acquisition Working Group to continue progressing matters relating to Tranche 1 Devolution.

69/26/27

**TO RECEIVE A REPORT ON CHAPEL FIELD, SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members discussed the proposal and noted that Cornwall Council's legal officers are currently progressing the Heads of Terms and lease arrangements with local sports organisations. It was acknowledged that the precise nature of any future Town Council involvement is yet to be determined; however, Members recognised the opportunity to contribute towards the long-term protection and sustainability of a valuable community asset.

Members highlighted the significance of the site as one of the town's largest and most well-used green spaces and agreed that, where appropriate, the Town Council should seek to support its continued use and development for the benefit of local sports clubs and the wider community.

Following a unanimous vote, it was proposed by Councillor Nowlan, seconded by Councillor P Samuels and **RESOLVED** to support, in principle, the proposed opportunity to work collaboratively with local sports organisations through a Management Committee providing guidance and advice when required to assist the clubs that use the site with Cornwall Council remaining involved in a supportive capacity.

**70/26/27      TO RECEIVE A REPORT ON THE TOWN LOUD SPEAKERS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members discussed the location of the currently disconnected speaker and considered representations received from a resident affected by noise levels at a neighbouring property. Members debated whether reconnection of the speaker was the most appropriate solution, noting the limited use of the system in recent years.

Whilst recognising the concerns raised, Members considered it appropriate, on this occasion, to reinstate the connection to the speaker due to the immediate operational requirements and timescales involved for the light switch on event, agreeing that further investigation should be undertaken to identify a longer-term solution that balances the operational needs of the system with the amenity of a nearby resident.

Following a vote (8 in favour, 0 against, 1 abstention), it was proposed by Councillor Mortimore, seconded by Councillor P Samuels and **RESOLVED** to approve the reconnection of the disconnected town speaker at its current location to meet immediate operational requirements, whilst requesting that the Christmas Light Switch On Working Group investigate alternative long-term options that seek to address the concerns of the affected resident.

Councillor Bickford gave his apologies and left the meeting.

**71/26/27      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.

**72/26/27      TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

**73/26/27      PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**74/26/27      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 Gillies, seconded by Councillor Nowlan and **RESOLVED** to issue a Press and Social Media Releases, at the appropriate time, for litter bin provision and installation of a notice board within Treleden.

**DATE OF NEXT MEETING**

Thursday 15 October 2026 at 6.30 pm

Rising at: 8.27 pm

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

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