

SALTASH TOWN COUNCIL

Minutes of the Meeting of The Planning and Licensing Committee held at the Guildhall on Tuesday 20th July 2021 at 6.30 pm

PRESENT: Councillors: R Bickford, R Bullock, J Dent (Vice-Chairman), J Peggs, B Samuels (Chairman), P Samuels and D Yates.

ALSO PRESENT: 4 Members of the Public, S Burrows (Acting Town Clerk) and F Morris (Planning and General Administrator)

APOLOGIES: G Challen, L Challen, S Gillies, M Griffiths, S Martin, S Miller, A Pinckney and G Taylor.

43/21/22 HEALTH AND SAFETY ANNOUNCEMENTS

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

44/21/22 TO APPOINT A VICE CHAIRMAN.

It was proposed by Councillor B Samuels, seconded by Councillor P Samuels and **RESOLVED** that Councillor Dent be appointed Vice Chairman.

45/21/22 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.

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason	Left Meeting
Bickford	PA21/05721	Non-pecuniary	Friend	No
Bickford	PA21/05723	Non-pecuniary	Friend	No

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

None.

46/21/22 **QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.**

The Chairman informed Members of a statement received in relation to Agenda Item No. 8a – Applications for consideration: PA21/04120 - Land Adj. Trematon Hall, Trematon, Saltash, Cornwall. The Chairman announced that this statement would be taken at the time of the Planning Application.

47/21/22 **TO RECEIVE AND APPROVE THE MINUTES FROM THE PLANNING AND LICENSING COMMITTEE HELD ON TUESDAY 15TH JUNE 2021 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website.

It was proposed by Councillor B Samuels, seconded by Councillor Peggs and **RESOLVED** that the minutes of the Planning and Licensing Committee held on Tuesday 15th June 2021 were confirmed as a true and correct record.

The minutes will be signed upon the return to the Guildhall and made available upon request.

48/21/22 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

None.

49/21/22 **PLANNING:**

a. Applications for consideration:

PA21/03391

Timothy Atkinson – **Eales Barn A388 Between A38 Roundabout And Dirty Lane Carkeel PL12 6NR**

Proposal to extend the garden area of existing curtilage to the boundary line of that for neighbouring property (Eales Lodge).

Ward: Trematon

Date received: 18/06/21

Response date: 23/07/21

It was proposed by Councillor Dent, seconded by Councillor Peggs and resolved to **RECOMMEND APPROVAL** subject to the condition that no boundary walls are removed and that this area cannot be used for future development. No development whatsoever is to be built on this land.

PA21/04120

Mr & Mrs Pennycook – **Land Adj. Trematon Hall Trematon Saltash Cornwall**

Use of land for siting of 3 bell tents for holiday purposes for 6 months each year (1st April – 30th September) and use of existing toilet facilities.

Ward: Trematon

Date received: 16/06/21

Response date: 23/07/21

A member of the public read a statement in support of Planning Application PA21/04120 – Land Adj. Trematon Hall Trematon Saltash Cornwall.

It was proposed by Councillor Peggs, seconded by Councillor Bullock and resolved to **RECOMMEND APPROVAL**.

PA21/04776

Mr D Clegg – **Barn Croft Broad Lane Trematon Saltash PL12 4RU**
Extension of building to form annexe.

Ward: Trematon

Date received: 28/06/21

Response date: 23/07/21

It was proposed by Councillor Dent, seconded by Councillor Yates and resolved to **RECOMMEND APPROVAL** subject to the condition that the annexe remains within the family and is not therefore occupied by a separate household.

PA21/05003

Mr & Mrs D Welch – **4A Longmeadow Road Saltash PL12 6DW**
Householder application for front and rear extensions to provide garage, enlarged bedroom and dining area.

Ward: Tamar

Date received 28/07/21

Response date: 02/08/21

It was proposed by Councillor Yates, seconded by Councillor Peggs and resolved to **RECOMMEND APPROVAL**.

PA21/05207

Mr Ben Shearn – **Broadmoor Farmhouse Road From Junction West Of South Broadmoor House To Longlands Lane Elmgate Saltash PL12 4QX**

Conversion of detached outbuilding into living annexe for family member.

Ward: Trematon

Date received: 24/06/21

Response date: 23/07/21

It was proposed by Councillor Yates, seconded by Councillor Dent and resolved to **RECOMMEND APPROVAL** subject to the condition that the annexe remains within the family and is not therefore occupied by a separate household.

PA21/05314

Mr Lucas Writer – **118 North Road Saltash PL12 6BQ**

Two New Build Dwellings.

Ward: Tamar

Date received: 22/06/21

Response date:

It was proposed by Councillor P Samuels, seconded by Councillor Dent and resolved to **RECOMMEND REFUSAL** due to:

1. The building line is too far forward. The proposal is therefore not in keeping with the street scene and the whole dwelling should move further back so that it fits in with the line of existing housing.
2. Difficulty with the access point due to Old Ferry Road already being very congested.

PA21/05336

Mr Will Simpson – **Land West Of The Stables Farm Lane St Stephens Saltash PL12 4AR**

Erection of single storey detached dwelling and detached garage.

Ward: Essa

Date received: 22/06/21

Response date: 23/07/21

It was proposed by Councillor Bullock, seconded by Councillor Bickford and resolved to **RECOMMEND APPROVAL**.

PA21/05643

Mr N Wreford – **2 Linnet Court Latchbrook Saltash**

Two storey side extension.

Ward: Trematon

Date received: 29/06/21

Response date: 23/07/21

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

PA21/05845

Mrs Marie Ryder - **11 Broom Hill St Stephens PL12 4DZ**
Extension to rear and removal of existing garage.

Ward: Essa

Date received: 13/07/21

Response date: 03/08/21

It was proposed by Councillor Bullock, seconded by Councillor Bickford and resolved to **RECOMMEND APPROVAL**.

b. Tree applications:

PA21/05669

Mrs Jane Paramore – **11 The Brook Saltash PL12 6UL**

Works to trees subject to a Tree Preservation Order, namely fell Ash tree (G5).

Ward: Tamar

Date received: 23/06/21

Response date: 23/07/21

The Chairman informed Members of Saltash Town Council's and Cornwall Council's Tree Wardens' reports.

It was proposed by Councillor Dent, seconded by Councillor Bullock and resolved to **RECOMMEND APPROVAL**.

It was proposed by Councillor B Samuels, seconded by Councillor P Samuels and **RESOLVED** that Councillor Bickford be awarded a dispensation for PA21/05721 and PA21/05723 to remain in the room, to not participate in any discussion of that business with no voting rights, in order that the meeting remains quorate.

PA21/05721

Mr Charles Wilson – **5 Coombe Road St Stephens PL12 4ER**

Works to trees name:- Cedar – Remove – subject to a Tree Preservation Order (TPO).

Ward: Essa

Date received: 23/06/21

Response date: 23/07/21

The Chairman informed Members of Saltash Town Council's and Cornwall Council's Tree Wardens' reports.

It was proposed by Councillor Peggs, seconded by Councillor Bullock and resolved to **RECOMMEND APPROVAL** in line with the recommendations of the Cornwall Council Tree Officer's report.

PA21/05723

Mr Charles Wilson – 7 Coombe Road St Stephens Saltash Cornwall

Works to trees subject to a Tree Preservation Order, namely remove ash trees (T8 and T9).

Ward: Essa

Date received: 25/06/21

Response date: 23/07/21

The Chairman informed Members of Saltash Town Council's and Cornwall Council's Tree Wardens' reports.

It was proposed by Councillor Bullock, seconded by Councillor Dent and resolved to **RECOMMEND APPROVAL**.

Members asked that the Saltash Town Council Tree Wardens be thanked for their continued comprehensive reports.

c. Tree notifications:

None.

50/21/22 CONSIDERATION OF LICENCE APPLICATIONS: NONE.

None.

51/21/22 NEIGHBOURHOOD PLAN PROGRESS REPORT - COUNCILLOR DAVID YATES.

Councillor Yates informed Members that the only change since the Meeting of the Policy and Finance Committee held on the 13th July 2021, is that the Neighbourhood Plan Editorial Group are to have an online meeting to be held on Friday 23rd July 2021.

Please contact Cllr Yates for further details.

It was **RESOLVED** to note.

52/21/22 CORRESPONDENCE.

None.

TO CONSIDER COVID-19 UPDATES.

Members received STC Services and Operational Recovery Plan – Phase 6 as at 19th July 2021. Members considered the following options:

- Council to consider Officers returning to their workplace as soon as practicable, stagger start time if necessary, protective desk screens to remain in situ, promote good hygiene – washing hands and sanitise regularly, temperature check on arrival and respect each other's space to reduce the risk of spreading the virus.
- Council to consider encouraging Councillors, all Officers, contractors/visitors and members of the public to continue wearing a face covering (unless medically exempt) inside Council premises to reduce the spread of the virus.
- Council to consider to encourage Service Delivery staff to continue wearing a face covering when working in close proximity whether it be inside or outside to reduce the risk of spreading the virus.
- Council to consider encouraging Councillors, Officers and members of the public to continue to scan the QR Code on arrival at Council premises.
- Council to consider to continue to encourage hands, face, space.
- Council to consider the Service Delivery Department to continue with staff stagger start times and bubbles of two to reduce the risk of spreading the virus.
- Council to consider opening the Guildhall to members of the public as at **Monday 2nd August 2021**. No Guildhall bookings due to shortage of space.
- Council to consider holding physical Council meetings not socially distanced or to remain status quo – 2 meters social distancing, good ventilation, hand sanitising on arrival and temperature checks to reduce the spread of the virus.
- Council to consider encouraging staff to take part in the home testing kit twice a week reporting results to their line manager. The testing system is on a voluntary basis and cannot be enforced.

- Council to consider the Acting Town Clerk to report back to the Chairman and Vice Chairman of the relevant Committee / Sub Committee, Mayor and Deputy Mayor for agreement for any change of service across the council reporting back at a future Town Council meeting.

It was proposed by Councillor B Samuels, seconded by Councillor Bickford and **RESOLVED** to note the report and approve and adopt the above options.

- Any other areas not covered in the report to be considered.

It was proposed by Councillor B Samuels, seconded by Councillor P Samuels and **RESOLVED** that the Guildhall Long Room setup be modified to attempt to assist with the acoustic issues.

It was proposed by Councillor B Samuels, seconded by Councillor Bickford and **RESOLVED** to continue to hold physical socially distanced Council Committee / Sub Committee meetings including good ventilation, hand sanitising on arrival and temperature checks to reduce the spread of the virus.

It was proposed by Councillor B Samuels, seconded by Councillor Bickford and **RESOLVED** that Councillor Yates works with the Service Delivery Manager to source options and costs with regard to a sound system which can be used in both the Council Chamber and Guildhall Long Room now and in the future reporting back to Full Council at the earliest opportunity.

It was proposed by Councillor Peggs, seconded by Councillor Bullock and **RESOLVED** that the Service Delivery Department reduce the Covid-19 street furniture cleaning to once a day and the cleaning of public toilets to remain twice a day.

54/21/22

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

To resolve that Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

55/21/22

TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None.

56/21/22 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

57/21/22 **TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

None.

58/21/22 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

None.

DATE OF NEXT MEETING

Tuesday 21 September 2021 at 6.30 pm

Rising at: 7.50 pm

Signed: _____
Chairman

Dated: _____