

## **SALTASH TOWN COUNCIL**

### **Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 1st September 2022 at 7.00 pm**

**PRESENT:** Councillors: R Bickford (Chairman), R Bullock, J Dent, J Foster, S Gillies, S Miller, J Peggs (Vice-Chairman), B Samuels, P Samuels, B Stoyel and D Yates.

**ALSO PRESENT:** H Frank (Cornwall Council) and M Worth (Cornwall Council), S Burrows (Town Clerk) and M Thomas (Senior Policy and Data Compliance Officer)

**APOLOGIES:** Councillors: G Challen, L Challen, M Griffiths, S Lennox-Boyd and S Martin.

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The Chairman announced the first item of business would be agenda item 2 – Prayers.

**167/22/23 PRAYERS.**

Councillor Yates led prayers.

**168/22/23 HEALTH AND SAFETY ANNOUNCEMENTS.**

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

**169/22/23 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.

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

None.

**170/22/23 CHAIRMAN'S REPORT.**

It was **RESOLVED** to note.

**171/22/23 MONTHLY CRIME FIGURES.**

It was **RESOLVED** to note.

**172/22/23 REPORT BY COMMUNITY ENTERPRISES PL12.**

Councillor Bickford provided a verbal report on behalf of Community Enterprises PL12. There will be a Directors Meeting next week followed by the AGM later in the month.

It was proposed by Councillor Bickford, seconded by Councillor Peggs and **RESOLVED** to note and send a letter of thanks to Jo Baskott for her service to Community Enterprises PL12 as a volunteer, director and Chairman.

**173/22/23 CORNWALL GATEWAY COMMUNITY REPORT FOR NOTING OR MATTERS ARISING - NO REPORT, NEXT MEETING SCHEDULED FOR 14TH SEPTEMBER 2022.**

No report.

The next meeting of the Cornwall Gateway Community Network Panel will be held on 14<sup>th</sup> September 2022 at Mount Edgecumbe.

**174/22/23 CORNWALL GATEWAY COMMUNITY ACTION POINTS FOR REPORTS - NO ACTIONS.**

No Actions.

**175/22/23 TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH.**

No report.

**176/22/23 TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE - NO REPORT, NEXT MEETING TO BE HELD ON MONDAY 5TH SEPTEMBER 2022.**

No report.

The next Saltash Chamber of Commerce meeting will be held on Tuesday 6<sup>th</sup> September 2022 .

**177/22/23 TO RECEIVE A REPORT FROM THE CLIMATE CHANGE AND ENVIRONMENTAL WORKING GROUP.**

Councillor Gillies gave a verbal report requesting that the Climate Change and Environmental Working Group are granted free use of the facilities at Isambard House for meetings and activities.

It was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED** to:

1. Approve the Climate Change and Environmental Working Group free use of Isambard House to stage public events to raise awareness around the issues of climate change;
2. All bookings to be managed by the Guildhall Receptionist.

**178/22/23 TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS.**

Councillors Frank and Worth updated Members on the following areas:

**Shared Prosperity Fund Update:**

As part of the UK Government's Levelling Up agenda, Cornwall and Isles of Scilly have been allocated £132 million to spend on local investment through the Shared Prosperity Fund. Details of the governance are still being finalised, and I've attached a draft of the Terms of Reference for the Economic Prosperity Board, which we will be debating at a meeting of the Constitution and Governance Committee next week.

Details of how to apply for SPF funding can be found on the Good Growth website: [ciosgoodgrowth.com](https://ciosgoodgrowth.com)

Councillor Worth informed Members that Cornwall Councillors will be available to support bids to ensure the best chance of success. He stressed the importance of writing good and adequately priced bids to include sufficient allowance for inflation.

## **Community Capacity and Facilitation Programme Areas Update:**

Details were provided on the programme it is envisaged will be in place to facilitate and support communities to create a pipeline of projects to feed into SPF funds.

A few key points for Saltash are:

- One of the key aims is that the delivery plan must expand on the existing programme of Town Vitality Funding;
- Priority will be given to development work contributing to regenerating neighbourhood shopping areas, and creating a cleaner, safer, greener Cornwall;
- Particularly strong encouragement will be given to places in North and South-East Cornwall where Town Vitality funding has been comparatively lower;
- A Local Good Growth Delivery Framework will need to be created for each area to underpin year 2 and 3 delivery. This Framework will be worked up over the next month between Cornwall Good Growth officers in consultation with the Chairs and Vice Chairs of the Community Network Areas .

## **Double Yellow Lines on Station Road:**

The double yellow lines on Station Road were not reinstated after the road was resurfaced. The Surfacing Team have been for an update on when the lining works will be completed and the Town Council will be informed when a date has been set.

## **Relocation of bin to Callington Road:**

The bin located near the entrance to The Core, by the gate to the cinder path has seen very little use since the gate was closed by Fountain Head House School. We have therefore agreed to relocate it to the bus stop on Callington Road, by the Burraton traffic lights, a spot which has witnessed an increase in litter since the opening of McDonalds.

Please note that each bin has a number, and there is a handy online form on the Cornwall Council website where anyone can report issues with emptying or repairing litter bins. Issues reported via the website are dealt with extremely quickly.

Councillor Frank advised Members that STC are able to apply for extra bins in the area but these will need to be funded with the cost depending on the location.

It was **RESOLVED** to note.

**179/22/23 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

None.

**180/22/23 QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.**

The Chairman informed Members a question had been received and actioned prior to this evening's meeting.

**181/22/23 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON THURSDAY 4TH AUGUST 2022 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.

It was proposed by Councillor Bickford, seconded by Councillor Dent and **RESOLVED** that the minutes of the Full Town Council Meeting held on Thursday 4<sup>th</sup> August 2022 were confirmed as a true and correct record.

**182/22/23**    **FINANCE:**

a. To advise the following receipts:

i. July 2022

It was **RESOLVED** to note.

b. To advise the following payments:

ii. July 2022

It was **RESOLVED** to note.

c. Urgent and essential works actioned by the Town Clerk under Financial Regulations.

None.

d. To note that bank reconciliations up to 31<sup>st</sup> July 2022 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.

**183/22/23 TO RECEIVE AN UPDATE ON THE SHARED PROSPERITY FUNDING AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Foster left the meeting.

Councillor Foster rejoined the meeting.

It was proposed by Councillor Bickford, seconded by Councillor Peggs and **RESOLVED** to:

1. Establish a working group comprising of Councillors Bickford, Bullock, Gillies, Peggs and B Samuels, supported by Cornwall Councillors Frank and Worth, to formulate bids for submission for year one (01.10.22 – 31.03.23);
2. Followed by bids for years two and three.
3. Task the working group with the organisation of an event for local organisations and the public to publicise the availability of funding;
4. Report to future Full Council meetings.

**184/22/23 TO RECEIVE A SALTASH LEISURE CENTRE REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** to:

1. Note the report;
2. Send a letter of thanks to Mark Sesnan at GLL for the continued partnership working and support;
3. Thank the rest of the working group members for their input and support;
4. Continue to promote the Leisure Centre.

**185/22/23 TO RECEIVE A MAYOR OF CORNWALL VERBAL UPDATE.**

Councillor Bickford reported that there was no update at this time but that the item would remain on the agenda.

It was **RESOLVED** to note.

**186/22/23 TO RECEIVE A VERBAL TOWN TEAM UPDATE ON THE TOWN VITALITY FUNDING PROJECT.**

Councillor Gillies reported that bids are currently being sought from consultants to write the procurement documents to move the project forward.

It was **RESOLVED** to note.

**187/22/23 TO RECEIVE A CHRISTMAS FAIR REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was proposed by Councillor Bickford, seconded by Councillor Stoyel and **RESOLVED** to:

1. Note the report;
2. Hold indoor craft/Christmas fair on Saturday 3<sup>rd</sup> December 2022 at the Guildhall;
3. Delegate authority to the Mayor's Secretary working with Tresorys Kernow working group Members (Cllrs Bickford, Bullock, Gilles, Peggs), to plan the event working in partnership with other stakeholders;
4. Allocate advertising cost to the remaining balance of the Tresorys Kernow budget;
5. Grant permission for the Town Seals to be used on promotional material;
6. Report back at future Town Council meetings.

**188/22/23 TO RECEIVE A REPORT FROM THE BEATING OF THE BOUNDS WORKING GROUP AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Bickford thanked Councillor Bullock and the working group Members for their work and commitment in driving the event forward.

It was proposed by Councillor Stoyel, seconded by Councillor Peggs and **RESOLVED** to:

1. Grant permission for the use of the Town Seals on promotional material;
2. Note the ticket price (£5 per person) to be sold from the Guildhall and the Library from 2<sup>nd</sup> September;
3. Note that Councillors Bullock and B Samuels (who both hold Food Hygiene Certificates) to organise the provision of scones, including gluten free options if required;
4. Invite Claire Balding (who presents 'Ramblings' on BBC Radio 4) and Justin Leigh (presenter on BBC Radio Cornwall) to attend and report on the event;
5. Note charges are to be waived for the clergy attending to bless the stones and any other invited guests;
6. Note that if the event runs at a loss, STC will absorb the outstanding cost allocated to the remaining Tresorys Kernow budget.

**189/22/23** **TO CONSIDER PASSING A RESOLUTION TO SIGN UP TO THE 'CIVILITY AND RESPECT PLEDGE'.**

It was proposed by Councillor Bickford, seconded by Councillor Dent and **RESOLVED** to pass a resolution for Saltash Town Council to sign up to the 'Civility and Respect Pledge':

1. Our Town Council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role;
2. Our Town Council has committed to training councillors and staff;
3. Our Town Council has signed up to Code of Conduct for councillors;
4. Our Town Council has good governance arrangements in place including, staff contracts, and a dignity at work policy;
5. Our Town Council will commit to seeking professional help in the early stages should civility and respect issues arise;
6. Our Town Council will commit to calling out bullying and harassment when it happens;
7. Our Town Council will continue to learn from best practice in the sector and aspire to being a role model/champion Town Council e.g., via the Local Council Award Scheme;
8. Our Town Council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.

Councillor Bickford encouraged Members to note the available training and attend available sessions.

It was further noted that the scheduling of the training sessions made it difficult for Members who work to attend in the day and this will be fed back to the provider.

**190/22/23 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:**

a. Planning and Licensing held on Tuesday 16th August 2022

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

b. Extraordinary Policy and Finance held on Tuesday 16th August 2022.

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

**191/22/23 TO RECEIVE AND NOTE THE MINUTES OF THE STATION PROPERTY SUB COMMITTEE HELD ON WEDNESDAY 24TH AUGUST 2022 AND CONSIDER ANY RECOMMENDATIONS.**

**RECOMMENDATION 1:**

18/22/23 TO REVIEW ISAMBARD HOUSE PROGRAMME OF EVENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members agreed Isambard House bookings have been successful. Moving forward it is unlikely that a reduction in cost for room hire would be approved.

Members discussed the possibility of an Officer together with selected Members be given delegated authority to discount local charitable events.

It was proposed by Councillor Bickford, seconded by Councillor Miller and resolved to **RECOMMEND** to Full Council to give delegated authority to the Mayors Secretary / Receptionist in conjunction with Councillors Bickford, Bullock and Yates, to determine discounted / free of charge bookings for local charitable events.

It was proposed by Councillor Bullock, seconded by Councillor Bickford and **RESOLVED** to note the minutes and approve the above recommendation.

**192/22/23** **PLANNING:**

a. Tree applications/notifications:

**PA22/07588**

John Beale – The Boat House Castle Hill Forder Saltash PL12 4QR  
Works to trees in a conservation area: To remove the remains of the  
Hornbean hedge in conjunction with/following works carried out  
under Exception notice PA22/01410/PREAPP.

**Ward: Trematon**

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

**193/22/23** **MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING  
DATE SATURDAY 10TH SEPTEMBER 2022 OUTSIDE BLOOM  
HEARING, FORE STREET.**

Regatta Event:

Councillor Bickford reminded Members that there will be a stall run  
by the Library both Saturday and Sunday this weekend. All  
Members are welcome to help the Library staff and engage with the  
public.

Scheduled Meet your Councillors:

It was proposed by Councillor Bickford, seconded by Councillor Dent  
and **RESOLVED** for Councillors Miller, B Samuels, P Samuels and  
Yates to attend the next scheduled Meet your Councillors to be held  
on Saturday 10<sup>th</sup> September 2022 outside Bloom Hearing, Fore  
Street.

**194/22/23** **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.

**195/22/23** **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF  
THE AGENDA.**

None.

**196/22/23 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**197/22/23 TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

Merchant Navy Day:

The Town Clerk informed Members that the Naval Flag for Merchant Navy Day will be flown on Saturday 3<sup>rd</sup> September and promoted via social media.

**198/22/23 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

It was proposed by Councillor Bickford, seconded by Councillor Foster and **RESOLVED** to issue the following Press and Social Media releases:

1. Shared Prosperity Fund;
2. Saltash Leisure Centre;
3. Beating the Bounds Event;
4. Craft/Christmas Fair;
5. Civility and Respect Pledge;
6. Meet your Councillors.

**199/22/23 DATE OF NEXT MEETING: THURSDAY 6TH OCTOBER 2022 AT 7:00 P.M.**

Thursday 6<sup>th</sup> October 2022 at 7.00pm

**200/22/23 COMMON SEAL:**

It was **RESOLVED** 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 6 October 2022 at 7.00 pm

Rising at: 8.38 pm

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

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