

SALTASH TOWN COUNCIL

Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 5th March 2015.

PRESENT: Councillors: J Dent (Chairman), R Austin, R Bickford, J Brady, Mrs G Challen, Mrs. H Frank, D Holley, Mrs S Hooper MBE, A Killeya, W Phillips, D Yates.

ALSO PRESENT: Prebendary Brian Anderson - Mayor's Chaplain, PCSO Tom Cornwell, 20 Members of the public, 2 Members of the press, Mr P Thistlethwaite – CIC Chairman, R Lane, Town Clerk.

APOLOGIES: Councillors: M Coot, J Ellison, M Gee, L Russell, J Shepherd.

HEALTH AND SAFETY ANNOUNCEMENTS

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

407/14/15 **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

PRAYERS

Prebendary Brian Anderson – Mayors Chaplain led the prayers.

408/14/15 **DECLARATIONS OF INTEREST**

- a. Declarations from Members of any registerable (5A of the Interim Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
- c. Dispensations required.

| Councillor | Agenda Item | Pecuniary/Non Pecuniary | Reason |
|-------------------|----------------------|--------------------------------|--|
| Bickford | PA15/01146 20 | Pecuniary | Know objectors. CIC Director |
| Mrs G Challen | PA15/01146 20 | Pecuniary | Know applicant as local resident & friend. Member of Saltash Lions Mayfair. |
| Mrs G Challen | PA14/11961 | | Know as local resident. Friend. |
| Mrs S Hooper MBE | 20 | Pecuniary | President of Youngstagers |
| Austin | 20 | Pecuniary | CIC Director |

CHAIRMAN'S REPORT

Since the last Town Council meeting, the Mayor has attended:

| | |
|------------------------------------|--|
| Friday 6 th February | The Grand Opening of Burraton School's new Breakfast and After-School Club. |
| Friday 6 th February | Burraton Community Players Panto. |
| Saturday 7 th February | Saltash Music and Drama Festival Gala Concert at Saltash Wesley Church. |
| Tuesday 24 th February | National Federation of Women's Institutes Centenary Celebrations Commemorative Baton Handover. |
| Saturday 28 th February | "Saturday Hurlin" at St. Columb Major. |
| Tuesday 3 rd March | Presentation by Mr. & Mrs. Holman of a stained glass window at the Guildhall. |

It was **RESOLVED** to note.

POLICE REPORT

Hello and welcome to your monthly bulletin.

Firstly, PC Iain Madden returned to his response role last month, having completed some targeted work around drugs offences in the town, some of which you may have seen reported in the local media.

PC Madden has been replaced by PC Craig Powell who joins us from his response role, initially for 8 weeks.

The new Sector Inspector is Michael Howe, who was recently promoted into the role.

Safer internet use

Numerous organisations around the UK have been promoting the safer use of the internet during and since Safer Internet Day on 10 February. Online safety is relevant at all times. Here are some tips and links to further help and information.

Five top tips to help keep your child safe online:

1. Ask your children to show you the sites they use.
2. Talk to your child about their online friends. Who are they? What are their intentions?
3. Set appropriate parental controls on computers, mobile phones and games consoles.
4. Make sure young people know who to tell if they are worried about something online.
5. Know where to get help if you are concerned about contact made to a child or young person.

The www.thinkuknow.co.uk website provides extensive information, including advice, films and lesson plans for parents, young people and schools.

The Child Exploitation and Online Protection (CEOP) centre also provides information around this topic. www.CEOP.police.uk

Security of property and premises

Following a recent increase in the number of thefts around the town, a reminder please to consider securing vehicles and premises to deter would-be thieves. If you choose to leave your vehicle or premises insecure, please do not leave ANY valuable property within, or on display as this will also reduce your chances of becoming a victim of opportunistic theft.

Monthly figures

Between 0001hrs 01/02/15 and 2359hrs 28/02/15, the Control Room recorded **252 calls** from the public in Saltash and the surrounding rural parishes. A small number of these were duplicate incidents and 80 related to road-related incidents, primarily on the main roads. Police attended a number of domestic incidents where no specific offences had occurred but help was provided at the scene, and other incidents where vulnerable children and adults were identified as requiring help from other agencies. Calls included **24** incidents of anti-social behaviour reported to us across the area. These included reports about neighbour disputes, rowdy individuals, noise and nuisance vehicles.

These calls also included the **83** crimes recorded as being committed across Saltash and the surrounding rural areas over this period.

Crime types by parish area:

Saltash - 72 - 18 thefts (all categories), 25 criminal damages, 13 assaults (all categories incl domestic and sexual), 7 burglaries (3 dwellings and 4 non-dwelling premises), 3 public order offences, 3 drugs offences, 1 communications offences, 1 animal-related offences and 1 forged prescription offence.

There were a significant number of criminal damages committed on Friday 27 February around Callington Road, Church Road and Oaklands Drive - if you have any information about who was responsible, please get in touch.

Notter - 0

Tideford - 1 (drugs offence)

St Dominick - 0

Hatt - 1 (theft)

Trematon - 0

Landrake - 2 (1 theft, 1 public order offence)

St Mellion - 2 (1 criminal damage, 1 public order offence)

Pillaton - 0

St Germans - 2 (1 criminal damage, 1 assault)

Botus Fleming - 0

Trerulefoot - 3 (1 theft, 2 driving offences)

Safer Roads

The last weekend of February saw local officers, specialist Roads Policing Officers and Special Constables working together to disrupt an unauthorised car rally in Saltash. Although about 20 vehicles did still come to the town, they were prevented from congregating in any one area and the situation was closely monitored. A dispersal authority under s35 of the Anti-Social Behaviour, Crime and Policing Act 2014 was in place. One vehicle received a prohibition notice, two drivers were issued with conditional tickets for failing to wear seatbelts and another driver for a defective tyre. Another driver was also dealt with for failing to have insurance.

You can report anti-social behaviour online at www.safercornwall.co.uk

You can contact Crimestoppers anonymously on 0800 555 111 or via www.crimestoppers-uk.org

It was **RESOLVED** to note and that Inspector Howe be requested to appoint the Beat Manager on a more permanent basis to promote community engagement and local knowledge.

REPORT BY SALTASH GATEWAY COMMUNITY INTEREST COMPANY (CIC)

- a. To receive the report and consider any actions arising

Report to Saltash Town Council, March 5 2015

1. Maurice Huggins Room

I can report that Directors have voted unanimously to enter into an Agreement with the Town Council to manage the property and all bookings in the year ahead. This follows an amicable and productive meeting between ourselves, the Mayor, Deputy Mayor and Town Clerk, and the main user of the building in the pilot period, Saltash Creative Space.

The company will now submit a draft proposal to the Town Council for this new enterprise. We hope that negotiations will be concluded during the course of this month so that the new arrangements can be in place for April.

In our turn, we hope to enter into a one-year contract with Saltash Creative Space for its use of the building, mainly weekday mornings to 2pm. We will establish a scale of charges, and terms & conditions of hire, to cover bookings outside these times, and we will promote the facility in the town. We will coordinate all bookings via the Community Market.

2. Saltash Hopper

We undertook a full-scale review of community transport at our last meeting. We were agreed that the strengths of the current approach are to be found in (1) the bus itself, its team of volunteer drivers (with four new ones trained last week), and the coordination of bookings via the Community Market; and (2) in our strategic oversight, and the network of support we have developed outside the town. The weakness has been lack of a person with enough time to drive the establishment of new routes, and to establish imaginative other uses of the bus, particularly for lonely or housebound people.

We decided that we will establish a development project right away to take forward the new ideas which emerged in our review, and will look to recruit a leader who can spearhead expansion, reporting to our lead Director, Tony Parry. We will seek a volunteer to do this, but we also have sufficient funds earmarked for community transport to be able to pay someone if needs be.

3. Potential acquisition of 18 Belle Vue Road, Saltash, PL12 6ES

We are yet to receive a formal response from Cornwall Council to our business plan, but informal feedback so far has been positive.

We believe we now have a sufficient number of potential new tenants almost to fill the available space alongside CAB. We are keen to move to the next stage without further delay.

4. Health and Social Care Network

Local people are cordially invited to a special session on local Dementia Services on Friday afternoon this week, 6 March 2-4pm which will take place at St Barnabas Hospital Day Room. This is being organised by patients for patients, their carers and interested others. The Patient Participation Group at Port View Surgery has led the way on this, but the event is open to Health Centre patients too.

Please also watch out for details of an event at the Guildhall on Tuesday March 24 in the afternoon, which has been organised by the company to assist in the roll-out of the Cornwall Age UK *Living Well* project in the town. This is being promoted now.

5. Local Food Market

This popular and busy event will be taking place on Friday this week at 4 Fore Street. Please come along and bring your family and friends.

Peter Thistlethwaite
Chair
March 2 2015

It was **RESOLVED** to note.

409/14/15 CORNWALL COUNCIL REPORT

- a. To receive report for noting or matters arising

Councillor Holley updated members on Cornwall Council issues and reported that St Barnabas Hospital Minor Injuries Unit was unlikely to re-open in the foreseeable future.

It was **RESOLVED** that the Health Authority be requested to provide a further update on the re-opening date of the minor injuries unit and to clarify if the on-going delay is related to the unit requiring updated equipment to a level that is available at the Liskeard minor injuries clinic in order for it to re-open.

410/14/15 QUESTIONS FROM THE PUBLIC

None

411/14/15 MINUTES

The minutes of the meetings of the Town Council on the 5th February 2015 and 17th February 2015 were confirmed and signed as a correct record.

412/14/15 MATTERS ARISING FROM THE MINUTES

None

413/14/15 **FINANCE**

a. To advise the following receipts in:

i. January 2015

| | Details | Net | VAT | Gross | S106 |
|--|-------------------------------------|------------|------------|--------------|----------------------|
| | Allotment Fees | £679.00 | £0.00 | £679.00 | |
| | Barclays - Loyalty Reward | £9.55 | £0.00 | £9.55 | |
| | Guildhall Hire | £914.09 | £0.00 | £914.09 | |
| | Photocopying Fees | £0.42 | £0.08 | £0.50 | |
| | S106 Cinema Income | £100.00 | £20.00 | £120.00 | S106 Waitrose |
| | S106 Funding - Signage | £1,282.28 | £0.00 | £1,282.28 | S106 Waitrose |
| | St. Stephens - Burial Fees Dec 2014 | £2,820.00 | £0.00 | £2,820.00 | |
| | Xmas Event Donation | £200.00 | £0.00 | £200.00 | |

ii. February 2015

| | Details | Net | VAT | Gross | S106 |
|--|--------------------------|------------|------------|--------------|----------------------|
| | Allotment Fees | £184.25 | £0.00 | £184.25 | |
| | Burial Fees January 2015 | £600.00 | £0.00 | £600.00 | |
| | Guildhall Hire | £828.50 | £0.00 | £828.50 | |
| | Photocopying | £1.58 | £0.32 | £1.90 | |
| | S106 Cinema Income | £69.17 | £13.83 | £83.00 | S106 Waitrose |

b. To advise the following payments in:

i. January 2015

| Supplier | Details | Net | VAT | Gross | S106 |
|-----------------|---|------------|------------|--------------|----------------------|
| Barclaycard | Credit Card Payment - AAT Fees (Finance) & S106 Xmas Expenses | £235.34 | £19.27 | £254.61 | S106 Waitrose |
| Barclays | Bank Charges | £38.20 | £0.00 | £38.20 | |

| | | | | | |
|----------------------------|---------------------------------------|-----------|---------|-----------|----------------------|
| British Gas | Gas - Guildhall - 2nd Oct - 16th Dec | £624.96 | £123.57 | £748.53 | |
| Christmas Decorators | Christmas Trees on Fore Street - S106 | £4,000.00 | £800.00 | £4,800.00 | S106 Waitrose |
| Chubb | Rental Fees - Fire Extinguishers | £34.37 | £6.87 | £41.24 | |
| Consortium | Stationary | £42.67 | £8.55 | £51.22 | |
| Cormac | Repairs on Ride on Mower | £414.50 | £82.90 | £497.40 | |
| Cormac | Waterside - Cleaning | £332.12 | £66.42 | £398.54 | |
| Cornwall Council | Rates - Guildhall | £671.00 | £0.00 | £671.00 | |
| Cornwall Council | Planning Conference | £8.33 | £1.67 | £10.00 | |
| Cornwall Council | Road Closure - Xmas Event | £70.00 | £0.00 | £70.00 | |
| Cornwall Pension Fund | Pensions - December 2014 | £1,039.09 | £0.00 | £1,039.09 | |
| Councillor Travel Expenses | | £40.00 | £0.00 | £40.00 | |
| Crown Copiers | Photocopier Maintenance | £240.86 | £48.17 | £289.03 | |
| EDF | Electricity - Unmetered Supply | £84.67 | £4.23 | £88.90 | |
| EDF | Electricity - Maurice Huggins | £77.98 | £3.90 | £81.88 | |
| EON | Electricity - Guildhall | £200.20 | £40.04 | £240.24 | |
| EON | Electricity - Cemetery | £19.57 | £0.98 | £20.55 | |
| Filmbank | S106 Cinema - Elf | £83.00 | £16.60 | £99.60 | S106 Waitrose |
| Glendale | Grounds Maintenance | £653.91 | £130.78 | £784.69 | |
| HMRC | PAYE - December 2014 | £2,033.53 | £0.00 | £2,033.53 | |
| ICOM | Telephone - Guildhall | £55.75 | £11.15 | £66.90 | |
| IRQ Systems Ltd | IT Support/Maintenance | £183.00 | £36.60 | £219.60 | |
| J C Whitlock | S106 Street Entertainment | £40.00 | £0.00 | £40.00 | S106 Waitrose |
| Parc Signs | New Notice Board | £936.17 | £187.23 | £1,123.40 | |
| PDS Print | Leaflets for Xmas Event | £205.00 | £0.00 | £205.00 | |
| Powerline | Rewiring at Maurice Huggins | £250.00 | £50.00 | £300.00 | |

| | | | | | |
|---------------------------|------------------------------------|------------|--------|------------|----------------------|
| PWLB | Loan Payment - Churchtown Cemetery | £10,692.33 | £0.00 | £10,692.33 | |
| Saltash CIC | Signage - 4 Fore Street | £1,282.28 | £0.00 | £1,282.28 | S106 Waitrose |
| Siemens | Photocopier Rental Fees | £429.75 | £85.95 | £515.70 | |
| South West Water | Water - Guildhall | £133.63 | £0.00 | £133.63 | |
| South West Water | Water - Fairmead | £54.34 | £0.00 | £54.34 | |
| Staff Salaries | | £9,058.82 | £0.00 | £9,058.82 | |
| Staff Travelling Expenses | | £42.00 | £0.00 | £42.00 | |
| Stylus Engravers | Xmas Event Trophy | £30.82 | £6.17 | £36.99 | |
| TAVATA | Annual Membership | £250.00 | £0.00 | £250.00 | |
| UK Fuels | Petrol for Ride on Mower | £35.69 | £7.02 | £42.71 | |

ii. February 2015

| Supplier | Details | Net | VAT | Gross | S106 |
|-------------|---------------------|---------|-------|---------|------|
| | Petty Cash | £146.06 | £0.00 | £146.06 | |
| Brian Whipp | Town Crier Expenses | £200.00 | £0.00 | £200.00 | |

- b. Urgent and essential works actioned by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders

None.

- d. To note that bank reconciliations up to 30th January 2015 were reviewed as correct by the Chairman of Policy & Resources Committee and the Town Clerk

It was **RESOLVED** to note.

414/14/15 PLANNING

- a. To note that Cornwall Councillors will vote upon the information before them at this meeting but in the light of subsequent information received at Cornwall Council, Councillors may vote differently at that meeting.
- b. To note that in the event that the Cornwall Council officer wishes to recommend opposite to the Town Council's view they will contact the Town Council by email. In light of time constraints the Town Council will then hold an online poll of Councillors to determine whether to accept the officers' view or to ask for the application to be called into committee. The results of these polls will be read into the record at the next Town Council meeting. Members of the public may request, via the clerk, to be copied into any correspondence.
- c. Applications for consideration:

PA14/10131

Westward Housing Group – **Land south of Fairway, St Stephens**
Residential development for 36 dwellings. REVISED PLANS.

Ward: West

Date received: 06.02.2015

It was RESOLVED to defer to the next meeting to await further information.

Prior to the next application Councillors Bickford and Mrs G Challen declared an interest and left the meeting.

PA15/01146

Mr Darren Bennetts – **land adj. 17 Essa Road, Saltash**
Detached 3 bedroom dwelling

Ward: East

Date received: 20.02.2015

It was resolved to RECOMMEND REFUSAL ON THE GROUNDS OF:

1. **By virtue of its cramped nature and design it causes unacceptable harm to the character and appearance of the area as particularly referenced in the Cornwall and Scilly Urban Survey.**
2. **Overlooking of adjacent properties due to the balcony at the rear.**

Councillors Bickford and Mrs G Challen were invited and returned to the meeting.

PA15/01141

Mr K Dean – **15 Home Park Road, Saltash**

Proposed demolition and reconstruction of extension to form WC and utility

Ward: East

Date received: 12.02.2015

It was resolved to RECOMMEND APPROVAL

PA15/00988

Toolstation - **Unit 7 Tamar View Ind. Est, Prideaux Close, Saltash**

Change of use from Class Sui Generis to Class B8

Ward: North

Date received: 13.02.2015

It was resolved to RECOMMEND APPROVAL

PA15/01311

Mr William Holman – **Pill Farm, Pill lane North**

Listed building consent to repair/replace rotted timber windows

Ward: East

Date received: 16.02.2015

It was resolved to RECOMMEND APPROVAL

PA15/01374

CTIL and Vodafone Ltd – **Comms Mast 02 Cell 8213 Burraton Road, Carkeel**

Prior notification of proposed development by telecommunications code system operators, namely the installation of a replacement 15m high 'dual user' street works monopole with replacement ground based ancillary equipment.

Ward: North

Date received: 23.02.2015

It was resolved to RECOMMEND APPROVAL

PA15/01477

HSBC Group Plc – **93 Fore Street, Saltash**

Replacement of two external self service machines

Ward: East

Date received: 25.02.2015

It was resolved to RECOMMEND APPROVAL

d. Tree applications/notifications:

i. Applications

PA15/01488 – Castle Gardens, Castle Hill, Forder

Felling of one Ash Tree and works to 3 other Ash trees

It was RESOLVED to RECOMMEND APPROVAL SUBJECT TO THE TREE OFFICER and STC TREE WARDEN APPROVING THE WORKS REPORT.

ii. Notifications

- e. Decisions taken by Cornwall Council where the decisions reached were contrary to the recommendations made at the Town Council meeting or a poll taken:

PA14/11961 28 Long Park Road, St Stephens, Saltash.

PA14/11961

D Bennetts – **28 Long Park Road, St Stephens**

Application to vary condition 2 (approved plans) to replace PL004A, PL005A, PL006A, PI007A with revision B of all drawings to create new room in roof. Application no PA14/08489 dated 11/11/14 relates. (Material amendment.)

Ward: South

Date received: 19.01.2015

At the Town Council Meeting on 5th February 2015 it was resolved to RECOMMEND REFUSAL DUE TO LOSS OF LIGHT TO NEIGHBOURING PROPERTIES AND OVER DEVELOPMENT OF THE SITE

Having held a Poll on this planning application the result is:

| | |
|---|----------------|
| Stick with our original position and request call-in | 2 votes |
| Accept the Officer's position | 8 votes |
| Abstain | 3 votes |

THEREFORE THE COUNCIL HAS VOTED TO ACCEPT THE OFFICER'S POSITION AND APPROVE THE PLANNING APPLICATION.

IT WAS RESOLVED TO NOTE

415/14/15 CONSIDERATION OF LICENSE APPLICATIONS

None

416/14/15 SALTASH NEIGHBOURHOOD PLAN

a. Update

Councillor Yates updated members on progress to date and reported that the next meeting is to be held on Monday 9th March 2015.

It was **RESOLVED** to note.

417/14/15 **CORRESPONDENCE**

None

418/14/15 **S106 – TO CONSIDER SUMMER BASKET SCHEME**

It was **RESOLVED** to approve the application.

419/14/15 **TO CONSIDER ADOPTION OF A PROPOSED CIVIC FUNERAL
PROTOCOL**

It was **RESOLVED** adopt the protocol.

420/14/15 **APPROVAL OF THE MINUTES OF THE FOLLOWING COMMITTEES**

Minute 99/14/15

Councillor Mrs S Hooper MBE declared a pecuniary interest in Community Chest item 188 and Councillor Mrs G Challen declared a pecuniary interest in Festival Fund item 60 and left the meeting following which they were invited and re-joined the meeting upon the conclusion of their respective items.

Minute 104/14/15

Councillors Austin and Bickford declared a pecuniary interest and left the meeting. They were invited and re-joined the meeting upon the conclusion of the item.

The minutes of the meeting of the Policy and Resources Committee held on 17th February 2015 were confirmed and signed as a correct record subject to:

Minute 104/14/15

Recommendation to read:

1. CIC be invited to continue the management of the room on an on-going basis at no cost to the council except for the building insurance and maintenance costs for one year as of 1st April 2015.

2. The letting of the room not to be monopolised by any one group to allow access of use by other interested community groups.

421/14/15 MEET YOUR COUNCILLORS:

- a. Arrangements for future meetings

It was **RESOLVED** that the next meeting to be held on Saturday 7th March 2015 will be attended by Councillors Mrs H Frank, Mrs J Dent, Yates and Phillips.

422/14/15 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

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

423/14/15 CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

None

424/14/15 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

It was **RESOLVED** that the public and press be re-admitted to the Meeting.

425/14/15 URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN

S106 Saturday Free Parking Scheme

Councillor Austin reported that the S106 Saturday free parking scheme is to remain in place until the new concessionary ticket machines are introduced by Cornwall Council.

It was **RESOLVED** to note.

426/14/15 PRESS RELEASES AND FUTURE ARTICLES REQUIRED

None.

427/14/15 DATE OF NEXT MEETING

Tuesday 17th March 2015
Thursday 2nd April 2015

428/14/15 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.

Rising at 9.40 pm

Signed: _____
Chairman

Dated: _____