

## SALTASH TOWN COUNCIL

### Minutes of a Meeting of Saltash Town Council held in The Guildhall on Thursday 6<sup>th</sup> June 2019 at 7.00 p.m.

**PRESENT:** R Bickford, G Challen – Chairman, J Dent, M Fox, S Miller, M Parker, J Peggs, W Phillips, A Pinckney, J Rance, B Samuels, P Samuels – Vice Chairman, D Yates.

**ALSO, PRESENT:** 7 Members of the Public, 1 Member of the Press, S Tamlin - Cornwall Councillor, P Thistlethwaite – Community Enterprises PL12, Reverend C Sigrist, R Lane - Town Clerk, S Emmett – Finance Officer, J Burge – Administration Officer.

**APOLOGIES:** Councillor: Lennox-Boyd. <sup>1</sup>

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### **PRAYERS**

Reverend Sigrist led prayers.

A D-Day anniversary commemoration was given by way of observing a minute's silence.

### **HEALTH AND SAFETY ANNOUNCEMENTS**

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

### **61/19/20 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

The Administration Officer notified the Chairman that she would be recording the meeting.

### **62/19/20 DECLARATIONS OF INTEREST**

- a. 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. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting:

Councillor	Agenda Item	Pecuniary/Non-pecuniary	Reason
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<sup>1</sup> Councillor Martin submitted apologies for non-attendance to the Guildhall prior to the meeting but this was not received at the meeting and therefore not read out.

Bickford	17	Non-Pecuniary	Volunteer Director
Bickford	18b	Non-Pecuniary	Regatta Committee Member
Bickford	18g	Non-Pecuniary	Volunteer Director
Challen	18a	Non-Pecuniary	Member
Challen	18c	Non-Pecuniary	Personal
Dent	18a	Non-Pecuniary	Member of RBL
Pinckney	18	Non-Pecuniary	Member of WWI Com
Yates	12	Non-Pecuniary	Planning & Licensing Committee One Item led to Code of Conduct complaint.

c. To consider dispensations required.

**63/19/20**      **CHAIRMAN'S REPORT**

The Chairman thanked the Vice Chairman and other members that attended events representing Saltash Town Council.

It was **RESOLVED** to note.

**64/19/20**      **MONTHLY CRIME FIGURES**

It was **RESOLVED** to note.

**65/19/20**      **REPORT BY COMMUNITY ENTERPRISES PL12**

It was **RESOLVED** to note.

**66/19/20**      **CNA REPORT FOR NOTING OR MATTERS ARISING**

A report was not received and no matters arising.

**67/19/20**      **TO RECEIVE CORNWALL COUNCIL (CC) ANNUAL REPORT 2018/19 AND REPORT FROM COUNCILLOR SAM TAMLILN**

Cornwall Councillor Tamlin's report was circulated to members and thanks was given by the Chairman.

Cornwall Councillor Tamlin was asked if there were any areas within the report effecting Saltash and the members were referred to the section of the report regarding Environmentalism in which the aim was for the whole of Cornwall to be carbon neutral by 2030.

**68/19/20**      **QUESTIONS FROM THE PUBLIC**

None.

**69/19/20**      **MINUTES**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

The Minutes of the Annual Meeting of Town Council Meeting held on Thursday 2<sup>nd</sup> May 2019 were confirmed and signed as a correct record.

Councillor Yates declared an interest in the next item and left the meeting.

The Minutes of the Planning & Licensing Committee held on Tuesday 21<sup>st</sup> May 2019 were confirmed and signed as a correct record.

Councillor Yates was invited and returned to the meeting.

**70/19/20**      **FINANCE**

a. To advise receipts in April 2019.

It was **RESOLVED** to note.

b. To advise payments in April 2019.

It was **RESOLVED** to note.

c. Urgent and essential works action by the Clerk under Financial Regulation 3.4 of the Town Council's Standing Orders.

None.

d. To note that the bank reconciliations up to 30<sup>th</sup> April 2019 were reviewed as correct by the Chairman of Policy and Finance Committee and the Town Clerk.

It was **RESOLVED** to note.

- e. To note that an audit on recent supplier payments by the Chairman of Policy and Finance in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.

It was **RESOLVED** to note.

**71/19/20**     **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN STATEMENTS 2018/19:**

To approve and sign section 1 Annual Governance Statement 2018/19.

It was **RESOLVED** to approve and sign Section 1 of the Annual Governance Statement 2018/19.

**72/19/20**     **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN STATEMENTS 2018/19**

To approve and sign section 2 Annual Governance Statement 2018/19.

It was **RESOLVED** to approve and sign Section 2 of the Annual Governance Statement 2018/19.

**73/19/20**     **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

None.

Councillor Bickford declared an interest in the next item and left the meeting.

**74/19/20**     **S106 Applications:**

- a. Community Enterprises PL12 – Relaunch of the Saltash Card.

It was **RESOLVED** to grant the submission of £2588.42 to Community Enterprises PL12.

Councillor Bickford was invited and returned to the meeting.

Councillors Challen - Chairman, Dent and Pinckney declared an interest in the next item and left the meeting.

The Vice Chairman took the Chair in the absence of the Chairman.

**CORRESPONDENCE**

- a. Chair of Great War Committee - A request for a Civic Service at St Stephens Church to mark the end of WWI with the signing of the Peace Treaty in Versailles on 28<sup>th</sup> June 1919.

A resident of Saltash had sent a letter against the request of the Civic Service and associated costs stating that the request was outside the remit of the Great War Committee.

Following a vote, it was **RESOLVED** that:

- a. The Service to be held in honour of the signing of the Peace Treaty in Versailles, on Friday, 28<sup>th</sup> June at 7.00 p.m. at the Church of St Stephens be a Civic Event.
- b. The Seals of Saltash may appear on the programme.
- c. STC are to print and provide the civic service programme and administrative support for the event.
- d. A meeting to be arranged between stakeholders; WWI Committee, STC; Clergy and Royal British Legion, to progress the planning and scheduling of the event and parade if required.

Councillors Challen, Dent and Pinckney were invited and returned to the meeting.

Councillor Challen returned to the Chair.

Councillor Bickford expressed an interest in the next item and left the meeting.

- b. Regatta Committee – A request for a Civic Parade and the Mayor to announce the event as open at the Regatta held on 22<sup>nd</sup> June 2019.

It was **RESOLVED** to approve a Civic Parade and the Mayor announcing the event as open as done in previous years.

Councillor Bickford was invited and returned to the meeting.

Councillor Challen declared an interest in the next item and left the meeting.

The Vice Chairman took the Chair in the absence of the Chairman.

- c. Ms Harrington – To consider supporting suicide prevention barriers at the Tamar Bridge.

Cornwall Councillor Tamlin, Committee Member of The Tamar Bridge & Torpoint Ferry Joint, provided members with additional information on the suicide barriers and extended an invitation for the upcoming meeting, Friday, 14<sup>th</sup> June at The Guildhall.

Additional correspondence had been received from Ms Harrington extending an invitation to a Memorial Event on Sunday, 30<sup>th</sup> June at the Waterside, Saltash at 3.30 p.m.

Councillor Challen was invited and returned to the meeting, resuming her position as Chairman.

- d. Italian National Rowing Club Federation – To consider hosting a welcome evening.

It was **RESOLVED** to:

- a. Host an event at Ash Torr at 7.00 p.m. on Saturday, 22<sup>nd</sup> June.
- b. Allow a budget of £200.
- c. Issue certificates as a memento.

- e. Cornwall Council – Saltash S106 Panel Update.

It was **RESOLVED** to note.

- f. Cornwall Council – Plastic Free.

Members were aware of an existing group that has been set up within Saltash, Plastic Free Saltash, where they are working towards SAS Plastic Free Communities Approved status.

It was **RESOLVED** that:

- a. Councillor Peggs was appointed as the Plastic Champion.
- b. Councillor Peggs would liaise with the Reduce Plastic Waste Group and report back to the Committee.

Councillor Bickford expressed an interest in the next item and left the meeting.

- g. Community Enterprise PL12 – To consider the use of the Crest Town Seal on the Saltash Card marketing material.

It was **RESOLVED** that the Shield emblem could be used within the artwork of the Saltash Card.

Councillor Bickford was invited and returned to the meeting.

- h. Audrey Miller Freeman of the Town – Note of thanks.

It was **RESOLVED** to note.

76/19/20

**TO APPROVE THE MINUTES OF THE FOLLOWING COMMITTEES AND TO CONSIDER ANY RECOMMENDATIONS;**

- a. Extraordinary Personnel Committee held on Thursday 2<sup>nd</sup> May 2019.

It was **RESOLVED** to note.

- b. Services held on Wednesday 8<sup>th</sup> May 2019 – **To note that the meeting was cancelled due to being inquorate.**

It was **RESOLVED** to note.

- c. Policy & Finance held on Tuesday 14<sup>th</sup> May 2019.

It was **RESOLVED** to note.

- d. Services held on Thursday 16<sup>th</sup> May 2019.

It was **RESOLVED** to note.

- e. Burial Authority held on Tuesday 4<sup>th</sup> June 2019.

It was **RESOLVED** to note.

77/19/20

**PLANNING:**

- a. Applications for consideration: None.  
b. Tree Applications/notifications: None.

78/19/20

**CONSIDERATION OF LICENSE APPLICATIONS**

None.

**79/19/20**      **MEET YOUR COUNCILLORS:**

- a. Arrangements for future meetings.

It was **RESOLVED** that Councillors Dent, Peggs, Phillips and Pinckney attend the next meeting in Fore Street and Councillor Yates will attend the library on Saturday 8<sup>th</sup> June 2019.

**80/19/20**      **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.

**81/19/20**      **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

**82/19/20**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

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

**83/19/20**      **TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

**1. Member profile for the Town Messenger.**

Councillor P Samuels proposed that each councillor, in turn, writes a brief synopsis for the monthly Town Messenger about themselves and the role they fulfil in representing their ward and the people who live in it.

It was **RESOLVED** that Councillors would:

- a. Write a piece and have a photograph published about themselves for the Town Messenger.
- b. Use the piece from the Town Messenger to update the councillors STC profiles on the website.
- c. To have an interview with The Saltash Club, an online platform, to have a piece published.

## 2. Acceleration through Innovation

A representative of Acceleration through Innovation spoke with members advising of their purpose to offer acceleration programmes, to businesses, providing sound principles and clear strategies for the way forward. Criteria does need to be met for the service to be offered. The pop-up shop would be effective from July to September in the town.

An invitation was extended to members for their open morning at The China Fleet Club on 9<sup>th</sup> July between 8.30 a.m. - 10.00 a.m.

## 3. Neighbourhood Plan (NP)

The NP will be showcased at the following venues for public consultation.

The dates and venues, although not an exclusive list, are:

9<sup>th</sup> June – Guildhall  
22<sup>nd</sup> June - Livewire  
6<sup>th</sup> July - Guildhall  
20<sup>th</sup> July – Library  
24<sup>th</sup> July – Guildhall.

### 84/19/20 PRESS AND SOCIAL MEDIA RELEASES

The Civic Service at St Stephens Church to mark the end of WWI with the signing of the Peace Treaty in Versailles on 28<sup>th</sup> June 1919.

### 85/19/20 DATE OF NEXT MEETING

Thursday, 4<sup>th</sup> July 2019 at 7.00 p.m.

### 86/19/20 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: 20.08 p.m.

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

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