



## SALCOMBE TOWN COUNCIL

Dear Councillor,

You are summoned to attend the meeting of the Salcombe Town Council to be held in the Library, Cliff House, Salcombe at 6.30pm on Wednesday 25<sup>th</sup> October 2023.

NOTE – Councillors are reminded that if a matter has not been specified on the agenda no formally binding decision can be made on it.

*SD Jones*

Clerk to the Council

20<sup>th</sup> October 2023

### **AGENDA**

#### **1. APOLOGIES**

To receive and note

#### **2. DECLARATIONS OF INTEREST**

To invite Members to declare any pecuniary interests and non-pecuniary interests that they may have in any matters to be considered at this meeting; and to note that a Member with a disclosable pecuniary interest, in any matter must, withdraw from the Chamber at the commencement of the consideration of that business or, if later, the time at which the interest becomes apparent, whilst also considering if there had been any changes.

#### **3. OPEN FORUM**

- i) Members of the public are invited to attend and discuss matters relating to the parish; they are invited to speak for a maximum of 3 minutes unless directed by the chairman of the meeting.
- ii) To note matters raised in the open forum and consider any to be added to the agenda for a future meeting

#### **4. TO RECEIVE VERBAL OR NOTE ANY WRITTEN REPORTS FROM COUNTY OR DISTRICT COUNCILLORS OR ANY REPRESENTATIVE FROM THE DEVON AND CORNWALL POLICE**

Councillors are welcome to raise any questions they have and consider any matters raised to be added to the agenda for a future meeting.

#### **5. TO APPROVE AS A TRUE RECORD THE MINUTES OF THE TOWN COUNCIL MEETINGS:**

- i) Wednesday 27<sup>th</sup> September 2023
  - ii) Extraordinary Meeting on Friday 6<sup>th</sup> October 2023
- and if agreed for the Chair to sign as a true and correct record.

#### **6. PLANNING & LICENSING APPLICATIONS**

See Appendix Oct 23 P

#### **7. TREE MAINTENANCE**

Following the Tree Survey Walk carried out by Mark Long (Tree Warden) and Pete Robinson (STC's Project Officer), to consider the quotes for the maintenance work needed and to appoint a contractor. Max quoted cost £7,800 +VAT

#### **8. TO CONSIDER REQUEST FROM SALCOMBE PLAYERS REGARDING USING MORTUARY BUILDING AS A STORAGE FACILITY**

#### **9. D-DAY CELEBRATIONS**

To consider taking part in D-Day 80 celebrations on 6<sup>th</sup> June 2024; the 80<sup>th</sup> Anniversary of D-Day.

#### **10. HMS MAGPIE**

To consider a Reception for the Council to meet the new Commanding Officer of HMS Magpie and the Crew, when they visit Salcombe for the Remembrance Parade.



## 11. STANDING ORDERS

To consider enabling the Council to make urgent decisions, including of a financial nature, outside of meetings, which will then be ratified at the next Town Council meeting.

## 12. REPAIRS

To consider:

- i. The next steps in looking to repair the leak at Salcombe Information Centre
- ii. The rebuild of the wall on the boundary of Redfern Woods and a neighbouring property.

## 13. MORTUARY BUILDING REPAIRS

To consider:

- i) That the final balance of invoice 30468 less 10%, to be paid to Heritage Preservation SW Ltd, following confirmation from Cllr Rob Wheeler that all requested works within this invoice, bar snagging, have been carried out. Amount: £10,248
- ii) Consider the previously approved works on replacing the gutters with cast aluminium half round gutter and downpipe, including the two short runs on the main building, at a cost of £3,345.00 + VAT.
- iii) Consider quotes for the painting of woodwork and appoint a contractor.

## 14. WORKING GROUPS AND LOCAL ORGANISATIONS

- i. To review current working groups/committee and consider appointment/removable of Councillors to these.
- ii. To consider who will liaise with Philip Ward, on behalf of the Council, with regards to RNLI's Field of Light project.
- iii. To consider the format of the consultation meeting with the town, regarding DCC's proposed on-street pay-n-display parking, on 1<sup>st</sup> November and who to liaise with Chris Rook at DCC regarding the format.
- iv. To consider which Working Group(s) will draft a response (to then be considered by Full Council at November's TC meeting) to SHDC's Corporate Strategy, which sets out SHDC aims and ambitions for 2024-2028; deadline of consultation 30<sup>th</sup> November 2023
- v. To consider which Working Group will meet with Salcombe Rugby Club to discuss representation on the club's committee and their approach to community use of the clubhouse.
- vi. To review and consider current Working Groups' remits, along with consideration to Salcombe's Community Economic Plan

## 15. REPORTS

*Please note that these are reports on attendance at meetings, representatives on public bodies/associations or working groups; no matter will be raised for the Council to consider apart from any matters to be added to the agenda for a future meeting.*

- i. Mayor
- ii. Councillors
- iii. Clerk

## 16. FINANCE

- i. To receive invoices and payroll for approval and payment
- ii. To receive and approve finance report/bank reconciliation.
- iii. To ratify the purchase of a 24 month contract with BT for phone and broadband, at a cost of a one off fee of £19.95+VAT and £49.95/month +VAT
- iv. To ratify paying £15 cleaning fee to Salcombe Rugby Club for town meeting being held on 1<sup>st</sup> November regarding DCC's on-street pay-n-display proposal.
- v. To consider the quotes and purchase of laptop for office administrator.
- vi. To ratify the purchase of a year's contract with Survey Monkey at a cost of £300 pa
- vii. To receive and consider the second report regarding the potential VAT liability from Parkinson Partnership.
- viii. To consider reviewing the Council's insurance regarding:
  - a. Adding walls, gates and fences located within the boundaries of Salcombe.
  - b. Adding new office equipment and assets to the insurance.



**17. EXCLUSION OF PUBLIC AND PRESS**

To consider a resolution that in view of the nature of the business about to be transacted at agenda item 17 below it is advisable, in the public interest, that the public and press be temporarily excluded.

**18. RETAIL SHOP**

To consider the Council's response to advisement that a retail shop in Salcombe may potentially close.

**19. NEXT MEETING**

To resolve that the next meeting will be held on Wednesday 22<sup>nd</sup> November 2023 commencing at 6.30p.m and the location of meeting.