



Saltash Town Council

Konsel An Dre Essa



The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX
Telephone: 01752 844846
www.saltash.gov.uk

18 April 2025

Dear Councillor

I write to summon you to the meeting of the **Town Vision Sub Committee** to be held at the Guildhall on **Thursday 24th April 2025 at 6.30 pm.**

The meeting is open to the public and press. Any member of the public requiring to put a question to the Town Council must do so by **12 noon the day before the meeting** either by email to enquiries@saltash.gov.uk or via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Yours sincerely,

S Burrows
Town Clerk

To Councillors:

R Bickford R Bullock S Gillies (Vice-Chairman) M Griffiths (Chairman) S Martin J Peggs B Stoyel D Yates	All other Councillors for information
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Agenda

1. Health and Safety Announcements.
2. Apologies.
3. 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.
 - b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
4. Public Questions - A 15-minute period when members of the public may ask questions of the Town Council.
Please note: Any member of the public requiring to put a question to the Town Council must do so by email or via The Guildhall **no later than 12 noon the day before the meeting.**

Members of the public are advised to review the Receiving Public Questions, Representations and Evidence at Meetings document prior to attending the meeting.
5. To receive and approve the minutes of the Town Vision Sub Committee held on 23 January 2025 as a true and correct record. (Pages 4 - 9)
6. To receive and note an update on the Town Vision budget recommendation to the Services Committee. (Pages 10 - 11)
(Pursuant to TV held on 23.01.25 minute nr. 48/24/25 and to Services held on 10.04.25 minute nr. 5/25/26)
7. To receive the Town Vision budget statement and consider any actions and associated expenditure. (Page 12)
8. To consider Risk Management reports as may be received.
9. To receive the Town Council Business Plan Deliverables for quarter four and consider any actions or associated expenditure. (Pages 13 - 120)
10. To receive the results of the Trial Impact Assessments on Town Council Projects and consider any actions. (Pages 121 - 124)
(Pursuant to TV held on 24.10.24 minute nr. 36/24/25)
11. 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.

12. To consider any items referred from the main part of the agenda.

13. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.

14. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of next meeting: To be confirmed.

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Town Vision Sub Committee held at the Guildhall on Thursday 23rd January 2025 at 6.30 pm

PRESENT: Councillors: R Bickford, R Bullock, S Gillies (Vice-Chairman), M Griffiths (Chairman), J Peggs and B Stoyel.

ALSO PRESENT: S Burrows (Town Clerk / RFO), D Joyce (Office Manager / Assistant to the Town Clerk) and F Pretty (Development and Engagement Manager).

APOLOGIES: None received.

43/24/25 HEALTH AND SAFETY ANNOUNCEMENTS.

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

44/24/25 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.

45/24/25 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

46/24/25 TO RECEIVE AND APPROVE THE MINUTES OF THE TOWN VISION SUB COMMITTEE HELD ON 24 OCTOBER 2024 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 Griffiths, seconded by Councillor Gillies and **RESOLVED** that the minutes of the Town Centre Vision Sub Committee held on 24 October 2024 were confirmed as a true and correct record.

47/24/25 TO RECEIVE A RECOMMENDATION FROM THE POLICY AND FINANCE COMMITTEE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received the recommendation from the Policy and Finance Committee as follows:

RECOMMENDATION:

125/24/25 TO RECEIVE A REPORT ON THE LEVEL OF TOWN COUNCIL GENERAL RESERVES, CONTINGENCY AND EARMARKED RESERVES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

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

1. To note the advice of the Proper Officer / RFO to Saltash Town Council (as attached and received at the meeting);
2. To **RECOMMEND** to the Town Vision Sub Committee to review budget code 6280 EMF Town Vision against future spend under the Sub Committees Terms of Reference;
3. To retain the level of General Reserves and Contingency stated in the report (as attached);
4. To note the Ear Marked Reserves (EMF's) of the Town Council are justified on the projects to be delivered in the near future (as attached);
5. The RFO continues to review the level of Town Council General Reserves, Contingency and Ear Marked Reserves on an annual basis reporting back to the Policy and Finance Committee for consideration.

The Chairman confirmed that agenda item 6 would be received under agenda item 7 due to the nature of business to be considered.

48/24/25 TO RECEIVE THE TOWN VISION BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members discussed the recommendation received from the Policy and Finance Committee to review budget code 6280 EMF Town Vision against future spend under the Sub Committee Terms of Reference.

Members agreed that the Sub Committee had evolved into a monitoring body for key initiatives, including the Climate Change Strategy and the Town Council Business Plan. Therefore, a large budget was deemed unnecessary. However, it was acknowledged that a modest budget would be required to cover potential future expenses.

Members were reminded that the original budget was allocated to identify areas requiring funding to bring projects to fruition. Therefore, the Chairman proposed that the funds could be reallocated to the Services Committee to support the maintenance work at Victoria Gardens, should the Town Council approve the Lease.

It was proposed by Councillor Peggs, seconded by Councillor Stoyel and resolved to **RECOMMEND** to the Services Committee to be held on 13 February 2025 to vire £9,000 from budget code 6280 EMF Town Vision to budget code 6588 EMF Victoria Gardens to contribute to the maintenance work at Victoria Gardens, subject to signing off the Lease.

49/24/25 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

TO RECEIVE THE TOWN COUNCIL BUSINESS PLAN DELIVERABLES FOR QUARTER THREE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman provided a verbal overview of the deliverables for quarter three from October through to December 2024, as contained and circulated in the reports pack.

Members received, reviewed and discussed each Committee and Sub Committee's deliverables in detail.

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

1. To note the deliverables for quarter three for the Library, Station, Planning and Licensing and Services with no additional changes;
2. To **RECOMMEND** to the Policy and Finance Committee to:
 - a. Add additional wording under Strategic Priority 5 'Actions' – The Town Vision recognises that Saltash Town Council embeds climate change decision making across all Committee and Sub Committees;
 - b. Request the Town Clerk increases the score for Strategic Priority 5 'Q3' from 1 to 3;
 - c. To enhance the promotion of the Town Council Match Funding Play Park Policy, supporting the advancement of the 'Actions' outlined in Strategic Priority 6;
 - d. Request the Town Clerk increases the score for Strategic Priority 6 'Q3' from 1 to 3.
3. The Town Vision Sub Committee recognised the importance of the Civility and Respect Pledge, for Officers and Town Councillors, and because of the importance of this pledge it is **RECOMMENDED** under Strategic Priority 1 of the Personnel Committee deliverables, to revisit the Civility and Respect Pledge at the Full Town Council meeting to be held on 6 February 2025 and quarterly going forward.
4. To **RECOMMEND** to the Personnel Committee to;
 - a. Accelerate the improvement of staff restrooms and changing facilities at the Guildhall under Strategic Priority 2.
5. To **RECOMMEND** to the Property and Maintenance Sub Committee to;
 - a. Request the Town Clerk increases the score for Strategic Priority 1 'Q3' from 1 to 2 due to funding for the Community Infrastructure Levy Fourth Round being secured.

51/24/25 TO RECEIVE THE TOWN COUNCIL FUNDRAISING DATABASE AND TRACKER AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Development and Engagement Manager (D&EM) provided Members with a verbal overview of the Fundraising Database and Tracker contained within the circulated reports pack.

The information gathered over time on funding available will provide a comprehensive overview, detailing which Committee and Sub Committee's funding aligns with, as well as identifying the internal projects and external organisations they correspond to.

The tracker and database provide a clearer insight into the range of available funding initiatives, identifying opportunities that may be well suited for community engagement and collaboration with external organisations to secure funding.

It was **RESOLVED** to note.

52/24/25 TO RECEIVE A DRAFT FUNDRAISING STRATEGY AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman spoke of the need for co-ordination across the Town Council when applying for funding.

Members reviewed the Fundraising Strategy presented at this evening's meeting, emphasising its significance as a key component of the Business Plan and in achieving the Strategic Priorities committed to by the Town Council.

The D&EM provided an overview, emphasising the fast turnaround required for funding applications, referring to a recent opportunity that was within a three-week timeframe. The D&EM spoke of her concerns regarding delays in applying could result in missed opportunities, underscoring the importance of officers acting with authority and trust when applying for funds for impactful projects.

The D&EM spoke of smaller funding pots of up to £1,000, to be applied for by the managers, while larger applications will be managed collaboratively with the D&EM and the manager, signed off by the Town Clerk.

It was proposed by Councillor Griffiths, seconded by Councillor Stoyel and resolved to **RECOMMEND** to approve and adopt the Fundraising Strategy, as attached, to Full Town Council to be held on 6 February 2025, subject to changes made at this evenings meeting.

53/24/25 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.

54/24/25 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

55/24/25 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

56/24/25 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

None.

DATE OF NEXT MEETING

Thursday 24 April 2025 at 6.30 pm

Rising at: 8.31 pm

Signed: _____
Chairman

Dated: _____

To receive and note an update on the Town Vision budget recommendation to the Services Committee

Report to: Town Vision

Date of Report: 14 April 2025

Officer Writing the Report: Office Manager / Assistant to the Town Clerk

Pursuant to:

Town Vision held on 23.01.25 minute nr. 48/24/25

To receive the Town Vision budget statement and consider any actions and associated expenditure.

Members discussed the recommendation received from the Policy and Finance Committee to review budget code 6280 EMF Town Vision against future spend under the Sub Committee Terms of Reference.

Members agreed that the Sub Committee had evolved into a monitoring body for key initiatives, including the Climate Change Strategy and the Town Council Business Plan. Therefore, a large budget was deemed unnecessary. However, it was acknowledged that a modest budget would be required to cover potential future expenses.

Members were reminded that the original budget was allocated to identify areas requiring funding to bring projects to fruition. Therefore, the Chairman proposed that the funds could be reallocated to the Services Committee to support the maintenance work at Victoria Gardens, should the Town Council approve the Lease.

It was proposed by Councillor Peggs, seconded by Councillor Stoyel and resolved to **RECOMMEND** to the Services Committee to be held on 13 February 2025 to vire £9,000 from budget code 6280 EMF Town Vision to budget code 6588 EMF Victoria Gardens to contribute to the maintenance work at Victoria Gardens, subject to signing off the Lease.

Services held on 10.04.25 minute nr. 5/25/26

To receive a recommendation from the Town Vision Sub Committee and consider any actions and associated expenditure.

Members received the recommendation from the Town Vision Sub Committee as contained within the circulated reports pack.

Members discussed the virement into the EMF Victoria Gardens budget code.

Due to there being no further progress with regard to the lease, the Town Clerk advised that members may wish to consider whether to continue with the recommendation or to leave the funds with the Town Vision Sub Committee.

It was proposed by Councillor Bickford, seconded by Councillor Brady and **RESOLVED** to leave the suggested virement of £9,000 in the Town Vision Budget Code 6280 EMF Town Vision, due to the uncertainty of Victoria Gardens and Maurice Huggins through devolution.

Report Summary

Due to the uncertainty surrounding the lease for Victoria Gardens and Maurice Huggins as part of the devolution process, the £9,000 in budget code 6280 EMF Town Vision is to remain and be revisited once the Town Vision Sub Committee is formed following the Annual Meeting of Saltash Town Council on 15 May 2025.

Signature of Officer:

Office Manager / Assistant to the Town Clerk

Agenda Item 7

P&F Committee - Town Vision Sub Committee Budget 2024-25

Saltash Town Council

For the Period to 28th February 2025

Account	Prior Year 2023/24	EMF Balances B/F 2023/24	To/From Reserves & Budget Virements 2024/25	Budget 2024/25	Actual YTD 2024/25	Budget Available 2024/25	Precept Budget 2025/26
P&F Town Vision EMF Expenditure							
6280 PF EMF Town Vision	355	10,095	0	0	430	9,665	0
Total P&F Town Vision EMF Expenditure	355	10,095	0	0	430	9,665	0
Total P&F Town Vision Budget Surplus/ (Deficit)	(355)	(10,095)	0	0	(430)	(9,665)	0

To receive the Business Plan Deliverables for quarter four and consider any actions and associated expenditure

Report to: Town Vision

Date of Report: 24.04.25

Officer Writing the Report: Town Clerk / RFO

Officers Recommendations:

1. To review and contribute to Q4 'Actions' and 'Scores' completing year one of the business plan.
2. To reflect and summarise the first year's work of the Business Plan.
3. To review 'what success looks like' and how we can further progress the 'actions' to meet the 'aims' of each committee and sub committee as we move forward into year two.
4. Now we have an insight into the delivery of the business plan, is there a need for adjustment and or recommendations for future improvements.

Report Summary:

This summary report provides an overview of the business plans first year, highlighting achievements, challenges and lessons learned. It serves as a valuable tool for staff, councillors, key stakeholders, funders to assess progress and potentially inform future decision-making.

Saltash Town Council considered and approved six strategic priorities over three years (2024-2027) to ensure Saltash becomes an envied riverside town, being greener, more inclusive and prosperous:

- Boosting Jobs and Economic Prosperity
- Health and Wellbeing
- Housing
- Travel and Transport
- Climate Emergency

- Recreation and Leisure

At the time of setting the business plan, Saltash Town Council recognised the challenging economic and social conditions affecting everyone and particularly rural and coastal communities like Saltash. This feels more relevant now than it did back then.

Each Committee and Sub Committee formed their own 'aims' against the strategic priorities that fit within the terms of reference of the individual committee / sub committees and where needed amendments were made throughout the year to ensure the plan remains relevant.

What has Saltash Town Council achieved:

Here are some key points Saltash Town Council should be proud of achieving in its first year of the business plan (in no particular order):

- effective collaboration with key stakeholders
- Increased innovation
- Improved transparency
- projects old and new and partnership working (transport trial day, ferry service, new play parks, Waterside sheds working with Cornwall Council, Network Rail, Cornwall Council Principal Historic Environment Officer and Senior Culture Officer, National Highways, markets, wayfinding, greening, Waterside play park and sensory garden)
- improved budget setting for precept
- providing educational events
- improved communication (social media, press releases, website)
- improved awareness of the Saltash Neighbourhood Plan
- increase of Saltash Town Council's visibility in the community and in a positive way
- new and improved policies to help deliver the work of the Town Council

Refer to Appendix A and B for further information.

Producing a business plan, has allowed the Town Council to set a vision for Saltash and to clarify its goals and objectives. By doing so, we have all adapted to change and started to achieve the objectives sets.

The business plan forms part of the Town Council framework for making informed decisions, it aligns staff, councillors and key stakeholders (improving communication) and highlights potential growth opportunities.

Saltash Town Council can now continue to build stronger relationships with the community and keys stakeholders over the next 12-months, further increasing its visibility.

Challenges:

The main challenges have been:

- To encourage everyone to foster new routines that will help in the long term.
- Delivery of the business plan due to available time against available resources.

Lessons learned:

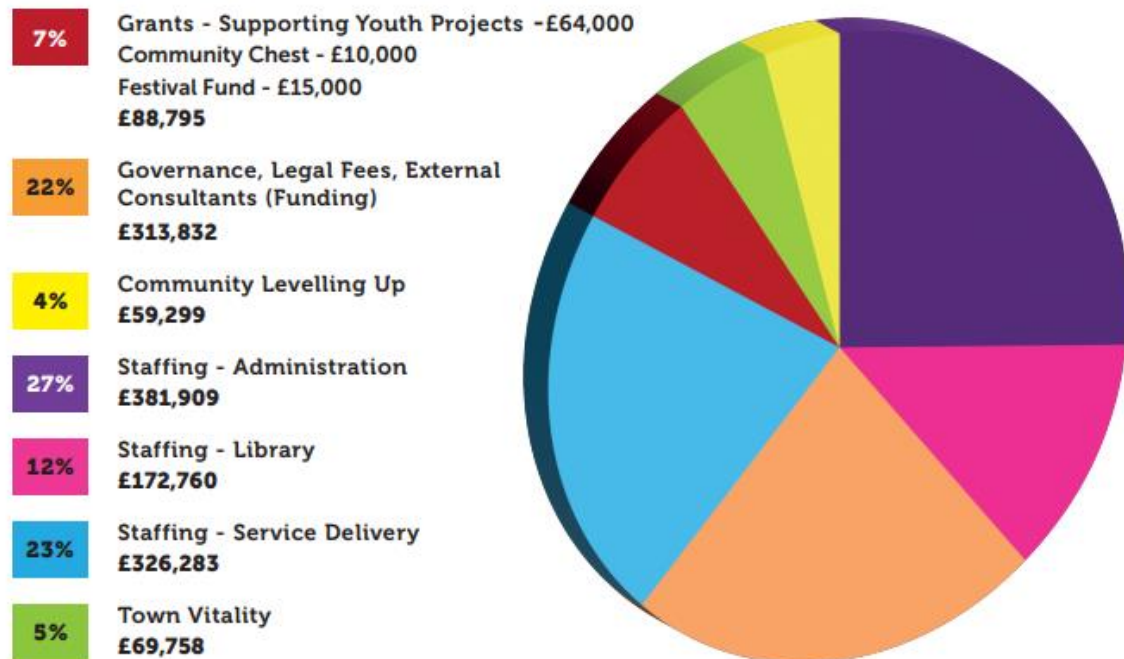
Many of the lessons learned are for internal purposes:

- Improved regular review and adjustment of the business plan by the Town Clerk advising the Town Vision sub committee if there is potential to refine their strategies, address any challenges and capitalise on opportunities.
- Streamlining processes and improving productivity.
- Lack of resources
- Presentation of the deliverables

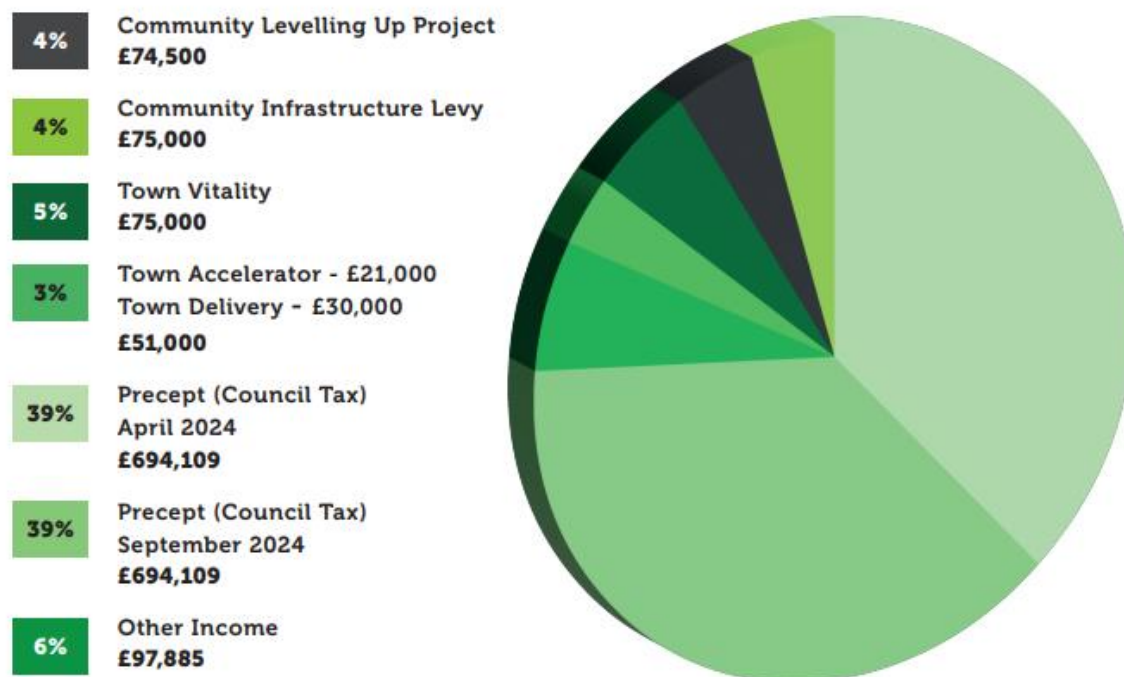
Financial Performance:

Funding awarded and projects delivered to enhance Saltash:

Expenditure for 2024-2025



Income for 2024-2025



Large funding opportunities within the year 2025-26 have diminished and there is a sense of funding becoming more challenging. There are smaller funding pots available, and it is important for Saltash Town Council to continue to apply should the funding criteria meet the business plan as this will alleviate some pressure from the Town Council budgets, but ultimately the large funding pots open opportunities to deliver larger projects to ensure Saltash becomes an envied riverside town, being greener, more inclusive and prosperous.

The Development and Engagement Manager continues to work hard to seek funding opportunities (large and small) this includes networking in the community and with key stakeholders, it also includes a draft economic database to strengthen Town Council applications and to highlight the areas of need – refer to Appendix C (early stages of document).

At the monthly senior management team meetings, funding applied for, available funding and potential opportunities are discussed, collaborative working is so important, it keeps staff motivated and engaged in everything the Town Council hopes to achieve for Saltash.

Next Steps

Strategies for continued growth and success in year two:

To focus on delivery of each committee and sub committees 'aims' and 'actions' against the strategic priorities that fit within the remit of the individual committee and sub committees Terms of Reference.

Particularly focusing on strategic priorities, transport and travel and climate change where it is proving more challenging to deliver.

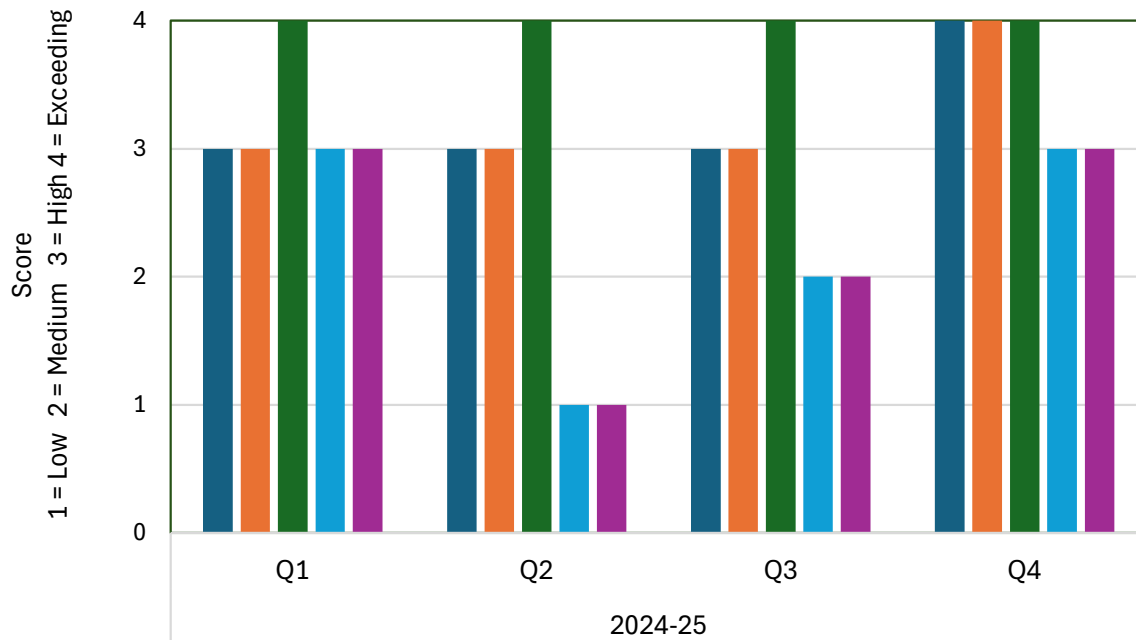
Signature of Officer:

Town Clerk / RFO



Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Personnel Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To continue to be a good employer and invest in officer growth by supporting relevant professional development	Training and professional development to match the role undertaken In-house mentoring Career progression Fair salary grade	Provide access to courses and certifications suitable for the positions Establish promotion / career progression plans Continue to be a member of the National Joint Committee (NJC) for Government Services Employee recognition awards for work completed above and beyond the role by setting a robust policy Regular performance reviews and feedback sessions to keep employees focused and motivated using their strengths and understanding areas for improvement Continue to appoint a HR Consultant for employees and the employer to access support/advice as required Reviews of Job Specifications - Personnel held on 27.02.25 minute nr 80/24/25 Continued professional development for all staff by providing access to relevant training sessions Annual Performance Reviews - Personnel held on 27.02.25 minute nr 86/24/25 RFO Career Progression explored with the Finance Officer	4	3	3	3	4
		Real Living Wage Employer	Be an accredited Living Wage Employer	Continue to enroll as a Living Wage Employer committing to tackle low pay by paying the real Living Wage to employees Promote the Living Wage scheme when recruiting new posts Committed to tackle low pay by encouraging organisations that work for the Town Council to pay the real Living Wage	4	3	3	3	4
		Local Government Pension Scheme	To be part of the LGPS	Continue to be part of the LGPS to help employees to build a pension pot that will provide enough income to meet basic everyday needs in retirement years Promote the LGPS when recruiting new posts	4	4	4	4	4
		Operate in accordance with our Civility and Respect Pledge	Town Council to sign the annual Civility and Respect Pledge	Reminders to all employees (staff team meetings) and Town Council members of the pledge taken (Full Council meeting) The pledge to be ethos of the work environment and incorporated into the core values of each department Incorporated into employee performance reviews The Town Vision Sub Committee recognised the importance of the Civility and Respect Pledge, for Officers and Town Councillors, and because of the importance of this pledge it is RECOMMENDED under Strategic Priority 1 of the Personnel Committee deliverables, to revisit the Civility and Respect Pledge at the Full Town Council meeting to be held on 6 February 2025 and quarterly going forward. Full Council held on 6 February RESOLVED to: to reaffirm Saltash Town Council's commitment to the Civility and Respect Pledge and to revisit the pledge on a quarterly basis at Full Town Council meetings. Performance reviews evaluated staff's commitment to upholding Civility and Respect.	3	3	1	2	3
		Provide a Protocol to advise Officers and Members of the appropriate working relations with one another	Create, adopt and adhere to the protocol	Create a Town Council Protocol for Member Officer Relations and review regularly recommending to Full Council Line managers to refresh employees at regular staff team meetings. Team meetings to review and understand the importance of the civility and respect pledge Internal management meeting to review and understand the importance of the civility and respect pledge	3	3	1	2	3

Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Personnel Committee




■ To continue to be a good employer and invest in officer growth by supporting relevant professional development

■ Real Living Wage Employer

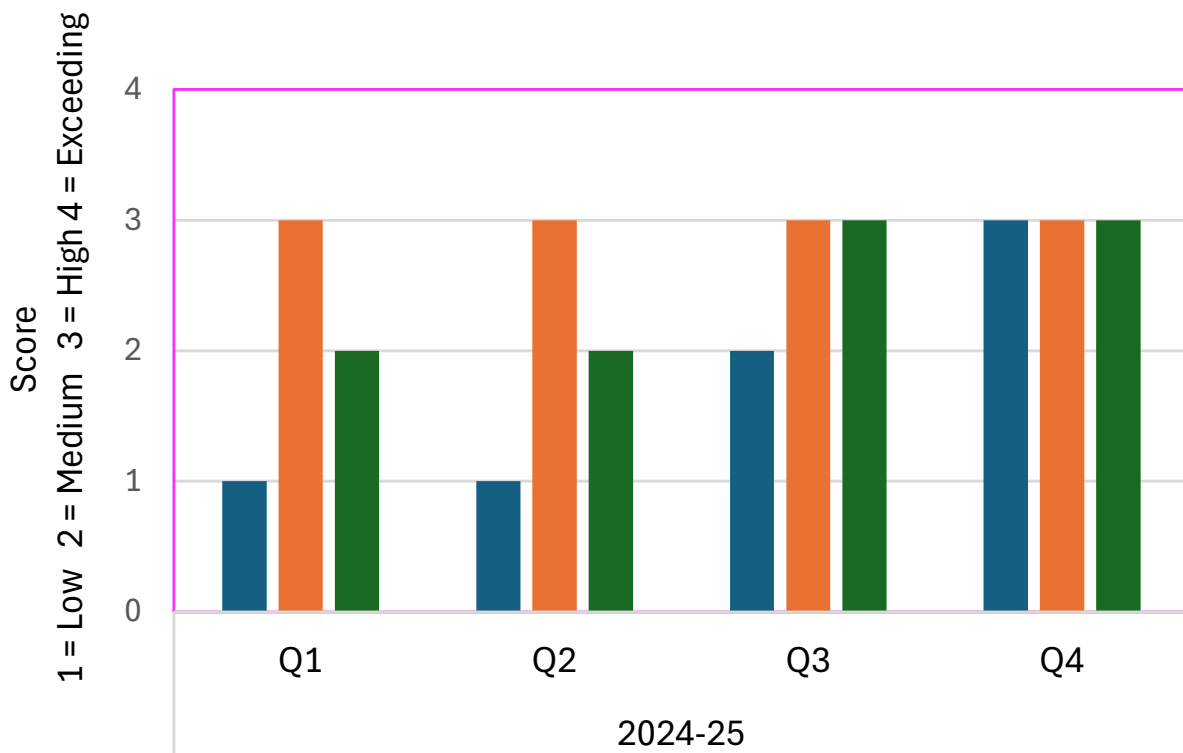
■ Local Government Pension Scheme

■ Operate in accordance with our Civility and Respect Pledge

■ Provide a Protocol to advise Officers and Members of the appropriate working relations with one another

Strategic Priority 2 - Health and Wellbeing		Aims of the Personnel Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	Provide excellent welfare facilities	Health and wellness initiatives Excellent work-life balance Provide a safe and healthy work environment	Improve Guildhall restrooms and changing facilities where feasible Dedicated employee toilet at Saltash Library Continue to provide excellent welfare facilities to service delivery employees Implement a flexible approach to working patterns to provide employees an improved work-life balance Provide health care insurance that covers medical, dental and vision care Continue to appoint a HR Consultant for employees/employer to access support/advice as required Recognition of improved facilities required at Guildhall - Personnel held on 27.02.25 minute nr. 72/24/25 Flexible working implemented for admin and finance and is being enjoyed by those who wish to utilise it, quoted as 'offering a better work life balance'	3	1	1	2	3
		Provide occupational health assessments as required to support staff at work	Various appointments as required Mental health support Associated cost to be covered by the Town Council	Appoint an occupational health consultant (medical and H&S) as required Line managers to provide employee's one-to-one support as required Continue to appoint a HR Consultant for employees/employer to access support/advice if required	3	3	3	3	3
		Robust risk assessments and health surveillance checks available to appropriate officers to protect them at work	Robust risk assessments Health surveillance checks if required Mental health support	Line managers to review annually departmental Town Council risk assessments Appoint an occupational health consultant as required Appoint annually a health surveillance company to help protect employees from health risks at work Line managers to be trained mental health first aider to support their team Provision for flu and covid vaccines to all staff	3	2	2	3	3

Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Personnel Committee





■ Provide excellent welfare facilities

■ Provide occupational health assessments as required to support staff at work


■ Robust risk assessments and health surveillance checks available to appropriate officers to protect them at work

Strategic Priority 3 - Housing		Aims of the Personnel Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Personnel Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the committee

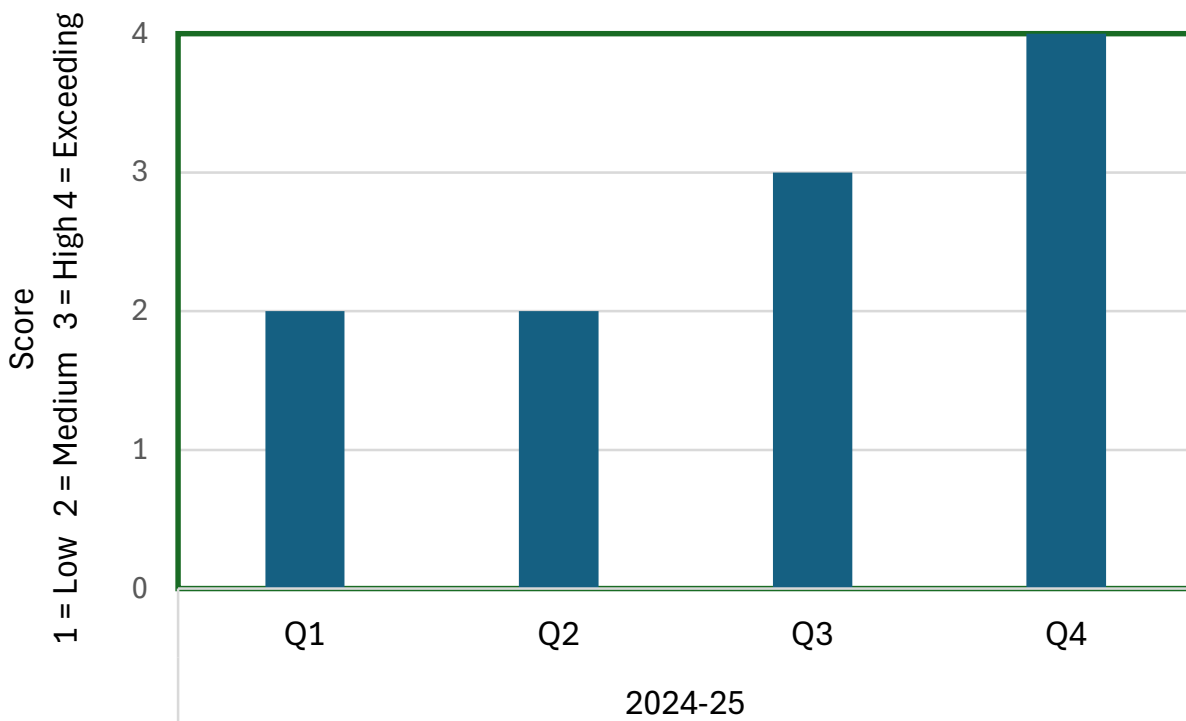
Strategic Priority 4 - Travel and Transport		Aims of the Personnel Committee
	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	The Personnel Committee recognised strategic priority 4 - Travel and Transport did not fit within the remit (Terms of Reference) of the committee

Strategic Priority 5 - Climate Emergency		Aims of the Personnel Committee
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	The Personnel Committee recognised strategic priority 5 - Climate Change did not fit within the remit (Terms of Reference) of the committee


Strategic Priority 6 - Recreation and Leisure		Aims of the Personnel Committee
	To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	The Personnel Committee recognised strategic priority 6 - Recreation and Leisure did not fit within the remit (Terms of Reference) of the committee

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25				
						Q1	Q2	Q3	Q4	
Page 26		To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To ensure in review of planning and licensing applications and considerations, economic opportunities and impacts are examined appropriately	Planning and Licensing applications	Research Planning and Licensing applications and ensure all documentation is understood prior to consideration of the application	4	2	2	3	4
				Working in partnership with Cornwall Council to reach the right outcome for Saltash	Work within Planning Material consent					
				Training	Councillors and staff to attend planning and licensing training when offered by Cornwall Council					
				Awareness of economic opportunities	Refer to the National and Cornwall Local Plan Policy					
				National and Cornwall Local Plan Policy	Approved planning application PA24/04937 Latchbrook Parkway Estate - Proposed wildlife pond with associated re-contouring works and landscape enhancements					
					Approved planning application PA24/05152 New waterless toilets, showers and raised timber seating area installed for use with the permitted development for a 60 day temporary campsite (already permitted). The proposal is for the amenity structures to remain situated beyond the 60 days					
					Approved planning application PA24/09169 Change of use of car sales showroom and workshop to retail and storage/distribution depot					
					A working group was established to address Cornwall Council's Call for Sites, incorporating the Planning Committee's deliverables into their considerations.					
					Considered response to Cornwall Council's Planning Policy Consultation - P&L held on 18.02.25 Minute nr. 124/24/25					

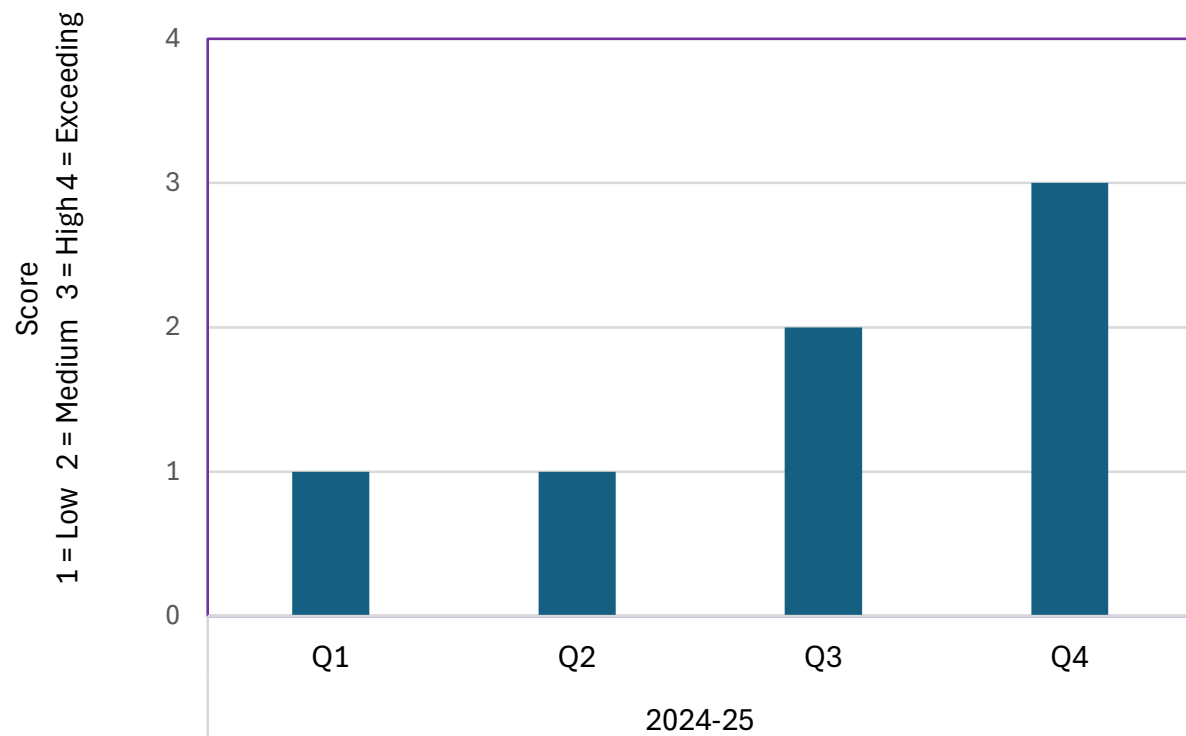
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Planning and Licensing Committee




■ To ensure in review of planning and licensing applications and considerations, economic opportunities and impacts are examined appropriately

Strategic Priority 2 - Health and Wellbeing		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
		To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	Being actively involved in the decision making process	Consideration as a Consultee to Planning applications that could impact the health care setting in Saltash	3	1	1	2	3
			Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy	Work in partnership with Saltash Health Care Action Group and seek advice as required Seek the advice of Cornwall Council as required Refer to the Saltash Neighbourhood Development Plan for guidance on health care provision in Saltash Refer to the National and Cornwall Local Plan Policy Approved planning application PA24 / 06184 - Application for a Lawful Development Certificate for an existing use as Planning Use E(e): Commercial, Business and Service (Provision of Medical or Health Services) Refusal of PA24/08269 Berry Park, modification of planning obligation to remove the obligation to construct the footbridge support alongside the obligation to construct a shared pedestrian cycle path to connect the footbridge to a public highway. The application not meeting the requirement in the SNP Section 15.3. Health and safety concerns relating to the ongoing use of the route by residents accessing retail outlets and play parks (STC recognises this action meets additional strategic priority 1 & 6) A working group was established to address Cornwall Council's Call for Sites, incorporating the Planning Committee's deliverables into their considerations (we recognise this action also meets strategic priority 1)					

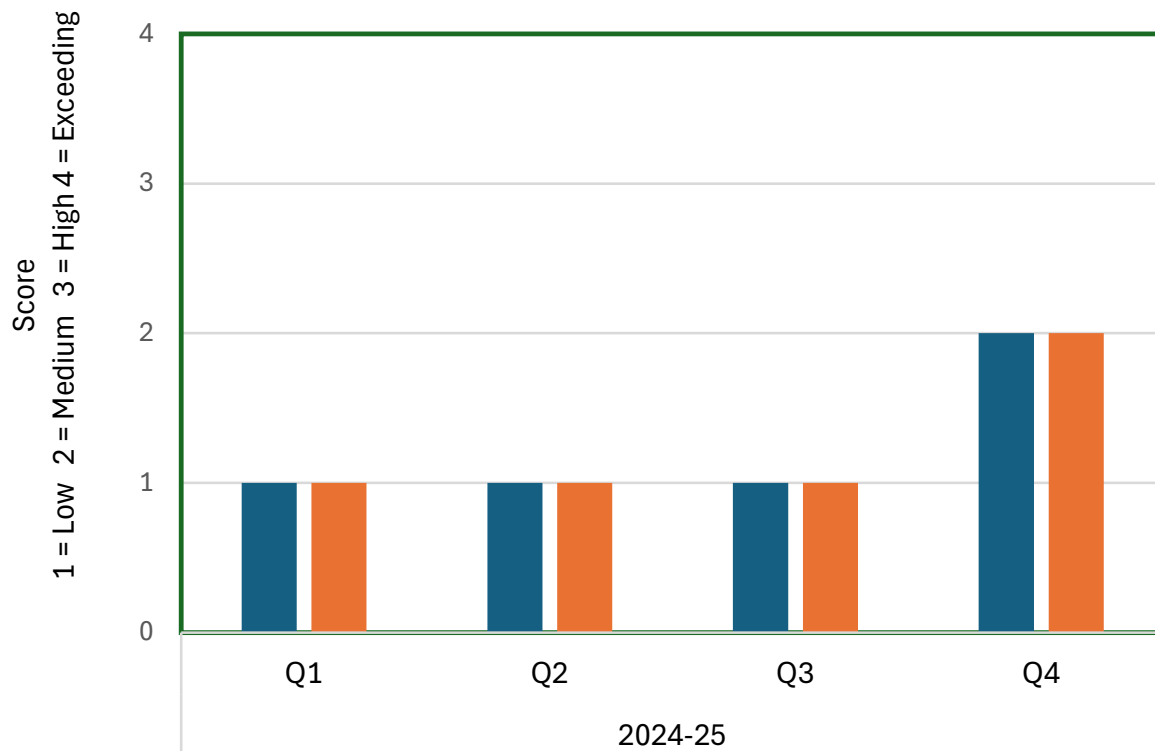
Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Planning and Licensing Committee



To ensure appropriate support or recommendations are given to applications or projects that support health care development or change of use to a health care setting in Saltash

Strategic Priority 3 - Housing		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	To support projects that deliver affordable and sustainable housing whilst meeting a variety of user needs in keeping with policy	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy Create and support sustainable neighbourhoods	Consideration as a Consultee to Planning applications that delivers affordable and sustainable housing whilst meeting a variety of user needs Seek the advice of Cornwall Council as required Refer to the Saltash Neighbourhood Development Plan for guidance on a balanced range of quality new/affordable housing and sustainable neighbourhoods Refer to the National and Cornwall Local Plan Policy A working group was established to address Cornwall Council's Call for Sites, incorporating the Planning Committee's deliverables into their considerations (we recognise this action also meets strategic priority 1 and 2)	2	1	1	1	2
		To ensure the availability of all housing types are considered inclusive of rental and affordable housing to improve access to housing for all in Saltash	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy Create and support sustainable neighbourhoods	Consideration as a Consultee to Planning applications that provide all types of housing in Saltash Seek the advice of Cornwall Council as required Refer to the Saltash Neighbourhood Development Plan for guidance on a balanced range of quality new/affordable housing Refer to the National and Cornwall Local Plan Policy Considered response to Cornwall Council's Planning Policy Consultation - P&L held on 18.02.25 Minute nr. 124/24/25 A working group was established to address Cornwall Council's Call for Sites, incorporating the Planning Committee's deliverables into their considerations (we recognise this action also meets strategic priority 1 and 2)	2	1	1	1	2


Business Plan
Strategic Priority 3 - Housing
Aims of the Planning and Licensing Committee




To support projects that deliver affordable and sustainable housing whilst meeting a variety of user needs in keeping with policy

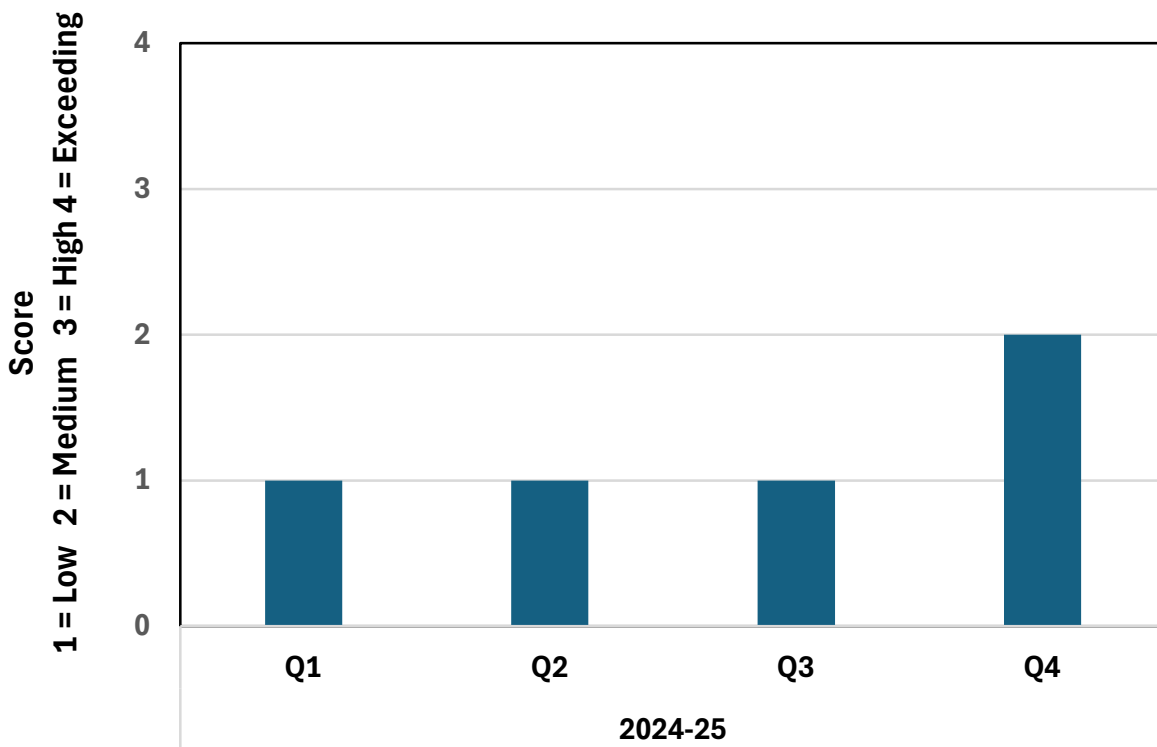


To ensure the availability of all housing types are considered inclusive of rental and affordable housing to improve access to housing for all in Saltash

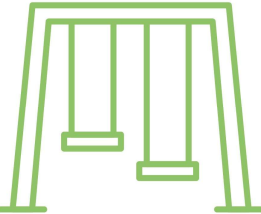
Strategic Priority 4 - Travel and Transport		Aims of the Planning and Licensing Committee
	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	The Planning and Licensing Committee recognised strategic priority 4 - Travel and Transport did not fit within the remit (Terms of Reference) of the committee

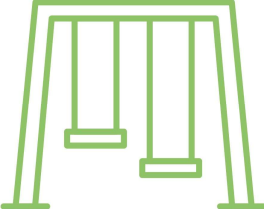
Strategic Priority 5 - Climate Emergency		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To continue to acknowledge a climate emergency and considerations given to planning and licensing applications to ensure developments are sustainable and meeting future climate demands	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan Saltash Coastal Communities Team National and Cornwall Local Plan Policy Climate and Ecological Emergency	Consideration as a Consultee to Planning applications to ensure developments are sustainable and meeting future climate demands Seek the advice of Cornwall Council as required Refer to the Saltash Neighbourhood Development Plan for guidance on climate change Refer to the National and Cornwall Local Plan Policy Refer to the Saltash Coastal Communities Team for advice as required Consider climate and ecological implications wherever relevant and try to lead by example	2	1	1	1	2
				Consideration was given to the Draft Cornwall Housing Decarbonisation Strategy received from Cornwall Council, Members noted and issued a press release to advise of the public consultation Considered response to Cornwall Council's Planning Policy Consultation - P&L held on 18.02.25 Minute nr. 124/24/25					

Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Planning and Licensing Committee

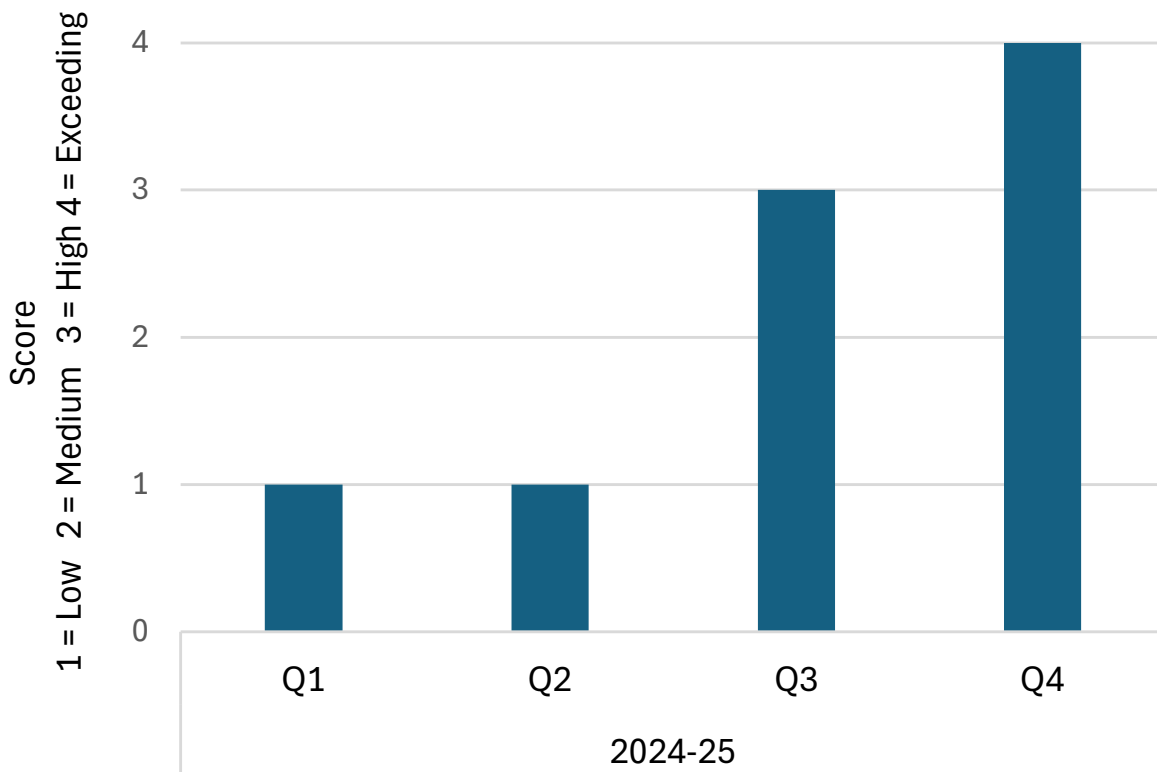


■ To continue to acknowledge a climate emergency and considerations given to planning and licensing applications to ensure developments are sustainable and meeting future climate demands




Strategic Priority 6 - Recreation and Leisure		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25				
						Q1	Q2	Q3	Q4	
Page 35		To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	To support improvement in keeping with planning policies for open green spaces, leisure and recreational in review of planning and licensing applications in Saltash.	Being actively involved in the decision making process	Consideration as a Consultee to Planning applications to meet the growing demand for recreation and lesiure in Saltash	4	1	1	3	4
				Partnership working						
				Saltash Neighbourhood Development Plan	Refer to the National and Cornwall Local Plan Policy					
				National and Cornwall Local Plan Policy	Seek the advice of Cornwall Council as required					
				Cornwall Council Saltash Lesiure Centre Working Group	Seek the advice of Saltash Lesiure Centre Working Group who have experience in lesiure services as required					
					PA24/07191 Saltash Lesiure Centre installation of permanant shipping container for storage, minor amendments to the west elevation and associated works.					
					Refusal of PA24/08269 Berry Park, modification of planning obligation to remove the obligation to construct the footbridge support alongside the obligation to construct a shared pedestrian cycle path to connect the footbridge to a public highway. The application not meeting the requirement in the SNP Section 15.3. Health and safety concerns relating to the ongoing use of the route by residents accessing retail outlets and play parks (STC recognises this action meets additional strategic priority 1 & 6)					
					Considered response to Cornwall Council's Planning Policy Consultation - P&L held on 18.02.25 Minute nr. 124/24/25					

Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Planning and Licensing Committee

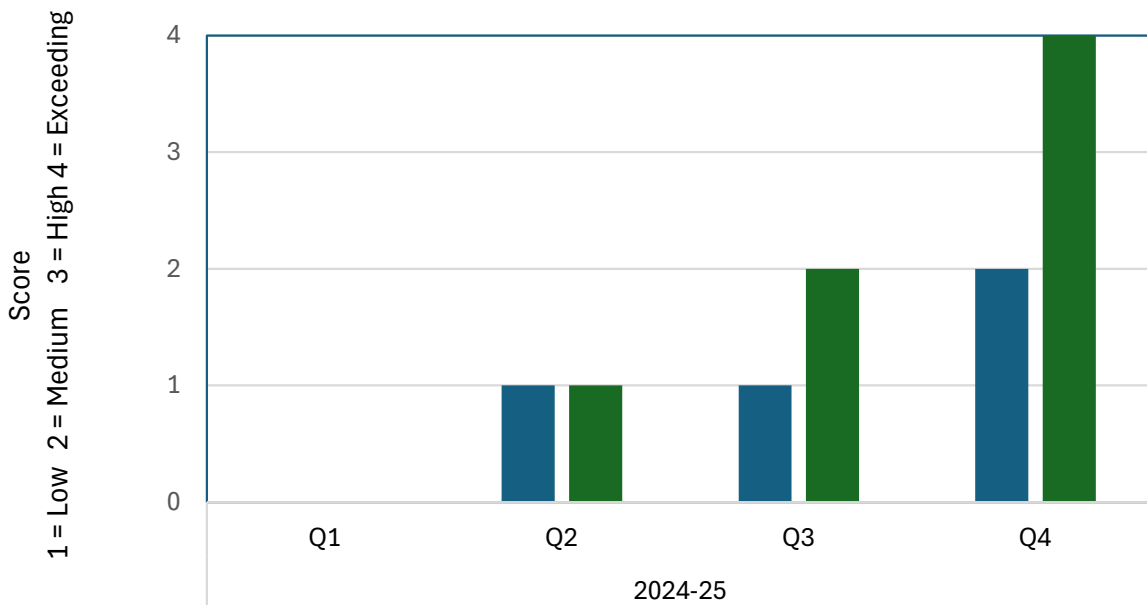


- To support improvement in keeping with planning policies for open green spaces, leisure and recreational in review of planning and licensing applications in Saltash.


Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To maintain a formal agreement between the Town Twinning to build and maintain a friendship and promote international understanding.	Work together with the twinned Plougastel community on projects and activities. Host a regular town twinning festival or celebration, alternating between the two towns, to celebrate the partnership. This could include cultural performances, food, and art from each town.	Create a Town Twinning agreement to ensure it reflects current objectives, values and commitments to Plougastel. Early stages of partnership working has commenced to achieve a meaningful agreement Promote and celebrate the Town Council's sustained friendship and collaboration with the Plougastel. Work in partnership with the Twinning Association as appropriate	2	N/A	1	1	2
		To support the enhancement of community engagement by providing grants and funding for local events, community initiatives and programs.	Supporting events, programs and initiatives that enhance the towns attractiveness and economic activity. Improved community cohesion that fosters local talent and promotes diversity	Community and Festival Grants awarded to Saltash Community Shed, Saltash United Football Club, Saltash Christmas Festival, Saltash Music, Speech and Drama Festival, Girlguiding Saltash Approved virement of £1,000 to support future Festival Fund applications until year-end Development and Engagement Manager connected with Saltash churches, PL12 and Heritage to assist with external funding opportunities relevant to their services Community and Festival Grants awarded to, Saltash United Juniors, Sue Hooper Charitable Foundation, Tamar Trotters, Saltash Floral Art Club, Saltash Regatta, Saltash May Fair Development and Engagement Manager connected with Sue Hooper Charitable Foundation, GWR, CLUP and CIF to assist with potential funding opportunities Appointment of Photographer to capture all Town Council assets to assist with promoting Saltash in various ways	4	N/A	1	2	4

Business Plan

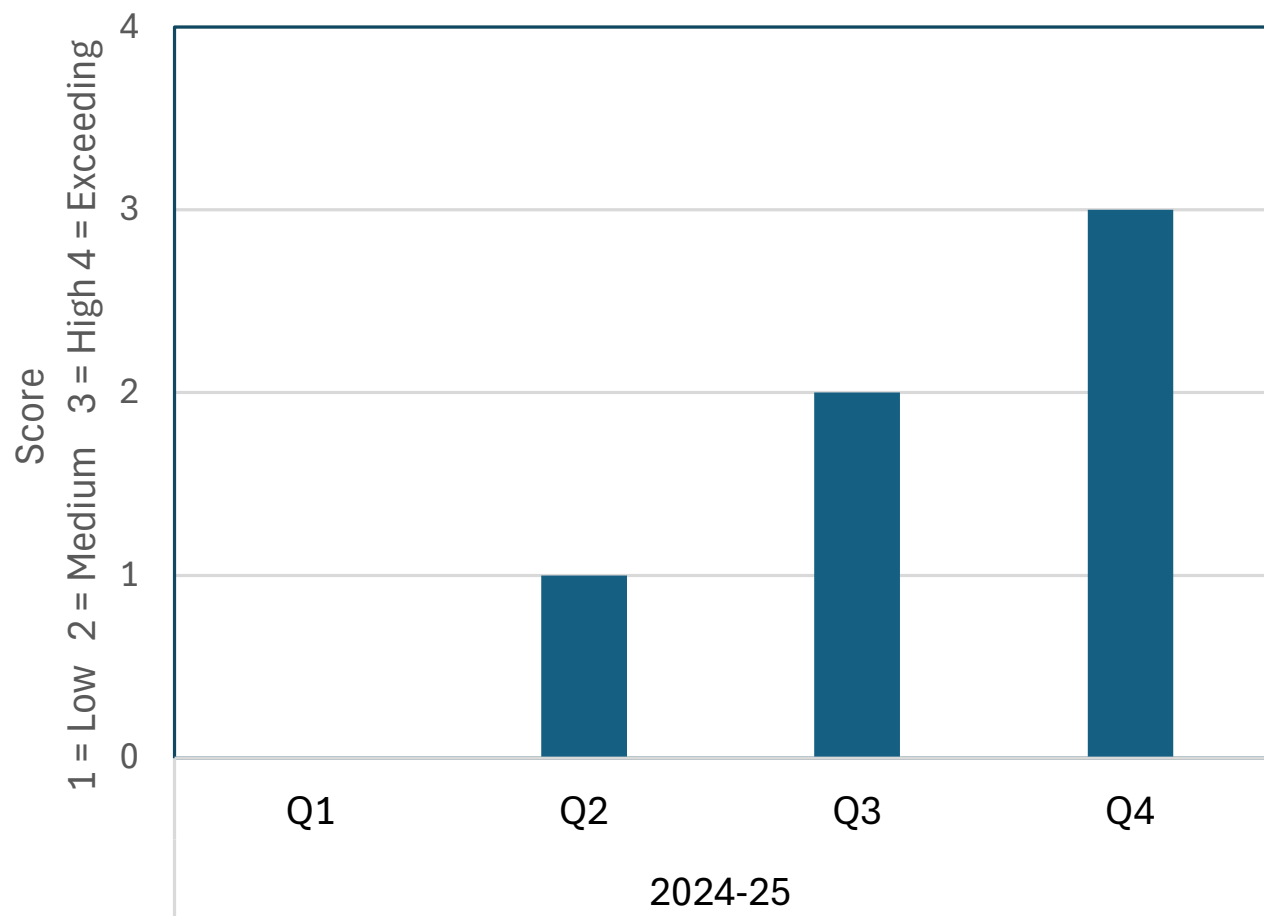
Strategic Priority 1 - Boosting Jobs and Economic Prosperity




- To maintain a formal agreement between the Town Twinning to build and maintain a friendship and promote international understanding.
- To support the enhancement of community engagement by providing grants and funding for local events, community initiatives and programs.


Strategic Priority 2 - Health and Wellbeing		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
Page 39	 To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	To continue supporting professional youth work and to foster collaboration among youth organisations through effective partnership working	Continue to provide grants and funding opportunities Establish a platform and network for youth organisations to collaborate, share ideas and pool resources Facilitate regular meetings or forums where organisations can discuss common challenges and opportunities for partnership Promote awareness for youth work by raising awareness of its benefits Share success stories from projects to demonstrate the impact and value of professional youth work	Presentation received from The Core outlining the service provided to the youth in Saltash Continue to support the Delivery of Professional Youth Work in Saltash for the year 2024-25, setting a budget of £59,069 through a tender process Continue to support Saltash Youth Network for the year 2024-25, setting a budget of £4,726. To note; a formal agreement is to be considered to improve the process in the coming years. Early stages of partnership working has commenced to achieve a meaningful agreement for both parties Livewire and The Core attended FTC to give a presentation on funding received and services provided in Saltash Development and Engagement Manager engaged with Livewire and The Core to understand services and share funding opportunities relevant to their remit Professional Youth Work Tender 2025-2026 advertised with an increase of £1,773 from the Town Council Continued free use of Town Council properties for Livewire Saltash Team for Youth met with Livewire and The Core in March when further engagement has been evidenced with local youth organisations and local schools Mayor Engagement - Saltash Youth Network AGM	3	N/A	1	2	3


Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Policy and Finance Committee



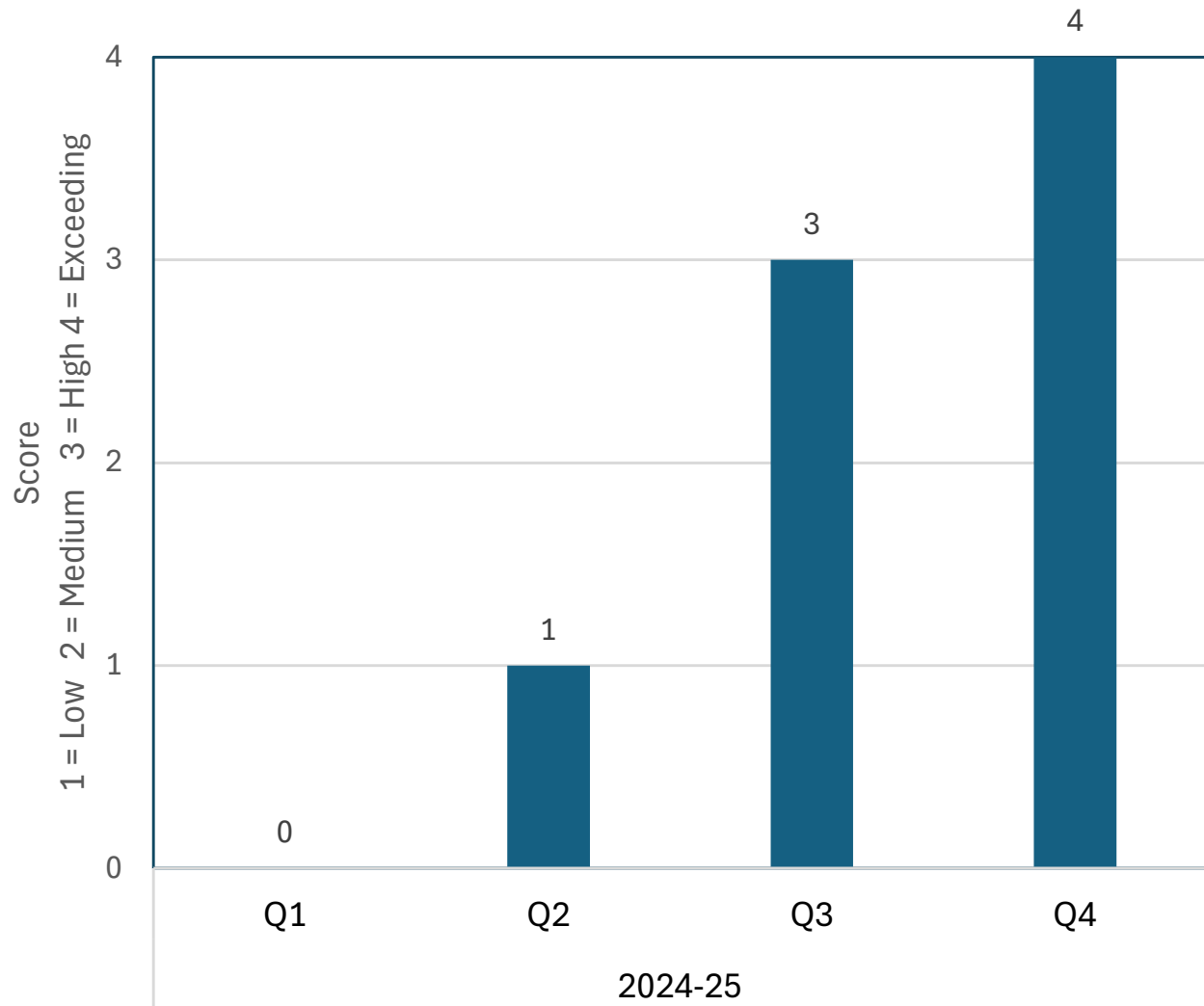
■ To continue supporting professional youth work and to foster collaboration among youth organisations through effective partnership working

Strategic Priority 3 - Housing		Aims of the Policy and Finance Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Policy and Finance Committee recongise Strategic Priority 3 - Housing did not fit within the remit (Terms of Reference) of the Committee.

Strategic Priority 4 - Travel and Transport		Aims of the Policy and Finance Committee
<div>Page 42</div> <div></div>	<p>To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.</p>	<p>The Policy and Finance Committee recongise Strategic Priority 4 - Travel and Transport did not fit within the remit (Terms of Reference) of the Committee.</p>

Strategic Priority 5 - Climate Emergency		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To embed sustainability and climate conscious principles into financial and policy decisions	Support and encourage community projects, infrastructure developments and public services ensuring they align with environmental best practices where possible. Commit to integrating climate change action into the Town Council policies.	Town Council environmental policies include climate change where it doesn't disable the Town Council from fulfilling its responsibilities Town Vision recognises that Saltash Town Council embeds climate change in its decision making across all committees Appointed a recycling company to collect and dispose of Town Council electrical equipment in an environmental way - P&F held on 11.03.25 minute nr. 162/24/25 Preserved the Civic Regalia by appointment of a professional contractor to clean, polish and provide quotes for repair - P&F held on 14.01.25 minute nr. 128/24/25	4	N/A	1	3	4

Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Policy and Finance Committee



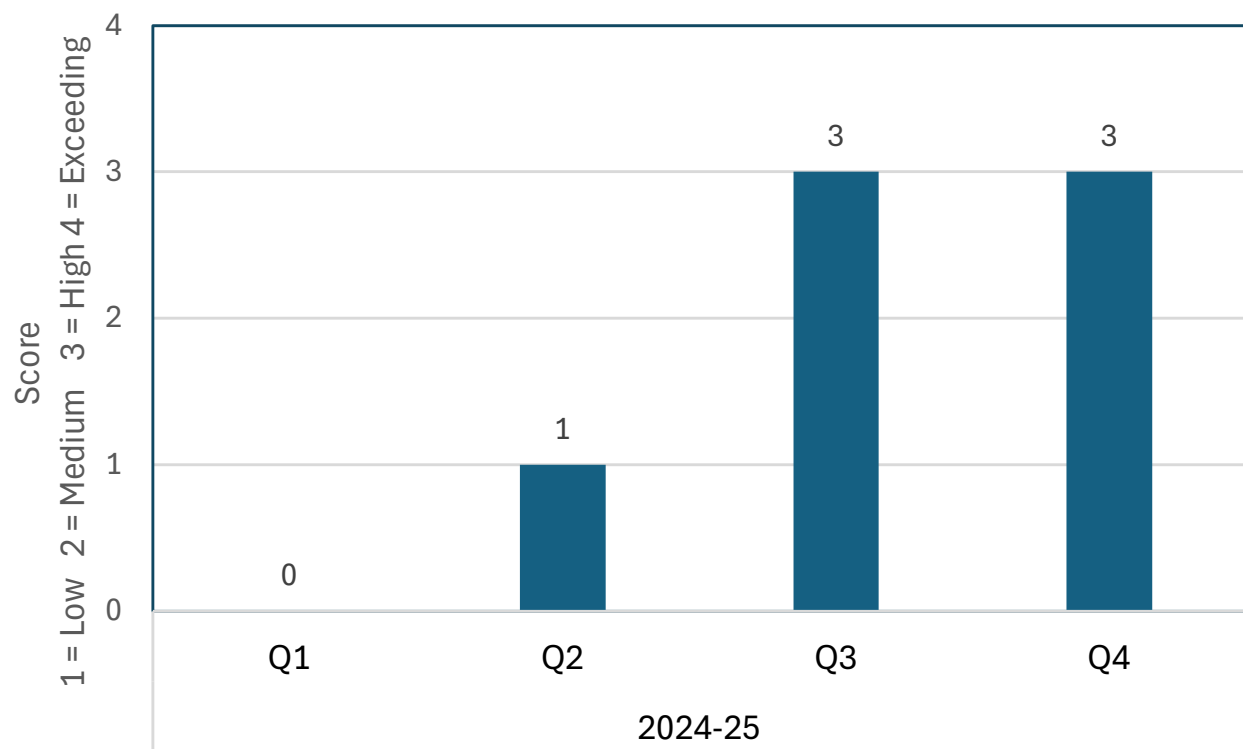
■ To embed sustainability and climate conscious principles into financial and policy decisions

Strategic Priority 6 - Recreation and Leisure		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	Establish, review and promote match funding policies to enhance, develop and support playparks, open green spaces and recreational areas and activities	Match Funding for Play Park policy to encourage community groups to volunteer to improve the towns provision Promote the Match Funding for Play Park policy on Town Council social media channels and leaflets Partnership working with key stakeholders to support projects in the town where applicable to Policy and Finance remit	Match funding awarded (£10k) to Summerfield Play Park Promotion of the policy via social media channels and leaflets Working in partnership with Pillmere Association to keep the area play parks in good condition tackling anti-social behaviour	3	N/A	1	3	3


Business Plan

Strategic Priority 6 - Recreation and Leisure

Aims of the Policy and Finance Committee



- Establish, review and promote match funding policies to enhance, develop and support playparks, open green spaces and recreational areas and activities

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	Continue to work with key stakeholders in the devolution of asset process with an increase of Town Council staffing levels, if required;	To work in partnership with Cornwall Council to improve the Waterside area To devolve Victoria Gardens and Maurice Huggins Room to the Town Council Secure Service Level Agreements with key stakeholders to make the town more attractive and welcoming, whilst continuing to build and maintain positive working relationships	Start the devolution process of Victoria Gardens and Maurice Huggins Room Sign Leases with Cornwall Council Sign Service Level Agreements with outside organisations and undertake additional duties required Personnel Committee to consider additional staffing resources as instructed by the Town Clerk as required Partnership working with Cornwall Council by email authorisation to undertake weed and vegetation management on Jubilee and Waterside Greens and the pathway inbetween both sites Positive early engagement with Network Rail (land owners) of the Waterside toilets and 8 sheds within the same area, to progress a 99-year Lease to the Town Council to improve the buildings/services to the community Due to the closure of Saltash Adult Ed, partnership working with CC took place to try and save the service, by attendance at meetings, writing letters, liaising with Cornwall Cllrs and stakeholders to retain the training provider in the town (STC recognises this action also meets strategic priority 2) Approved planting of a Quercus Petraea Oak at Victoria Gardens working in partnership with Cornwall Council (STC recognises this action also meets strategic priority 5) Continued discussions regarding Jubilee Green and sea defence wall to deliver the CIL Fourth Round Funding - Services held 13.04.25 minute nr. 111/24/25 Devolution Package inclusive of Victoria Gardens and MHR being explored with CC - FTC held 6.02.25 minute nr 336/24/25 Partnered with Saltash Bowls Club to separate the water supply to allow both parties more control over their usage/billing and reducing Town Council administration time	3	1	1	2	3
		Improve facilities and quality of life by continuing to maintain our public conveniences and to invest in accessible public conveniences	All Town Council public conveniences to be accessible Improvements to all Town Council public conveniences Dementia friendly Saltash Neighbourhood Development Plan	Property Maintenance Sub Committee to investigate public convenience improvements and associated cost to form part of the five-year maintenance plan Property permissions to be ascertained if required Refer to the Saltash Neighbourhood Development Plan for guidance on the need for public conveniences Construction designs to be investigated by the Town Council Building Surveyor Funding to be explored to support all or some of the associated cost Public consultations to be held to seek evidence of need in the community To install dementia friendly signage to all Town Council public conveniences Partnership working to support PL12 community Dementia training by providing free facilities and sale of tickets via Eventbrite Reinvesting in 2025/26 public conveniences cleaning contract to keep the service available and to a high standard Engagement with Network Rail for a 99-Year Lease to assist the Town Council towards improved toilets including fully accessible and baby changing facilities Improved public conveniences at the Waterside - painting, new sink/dryer, door locks, cleaning, and artwork to brighten the space Re-opening of Longstone Park toilets during the Winter months in line with the rest of the Town Council public conveniences	2	1	1	2	2

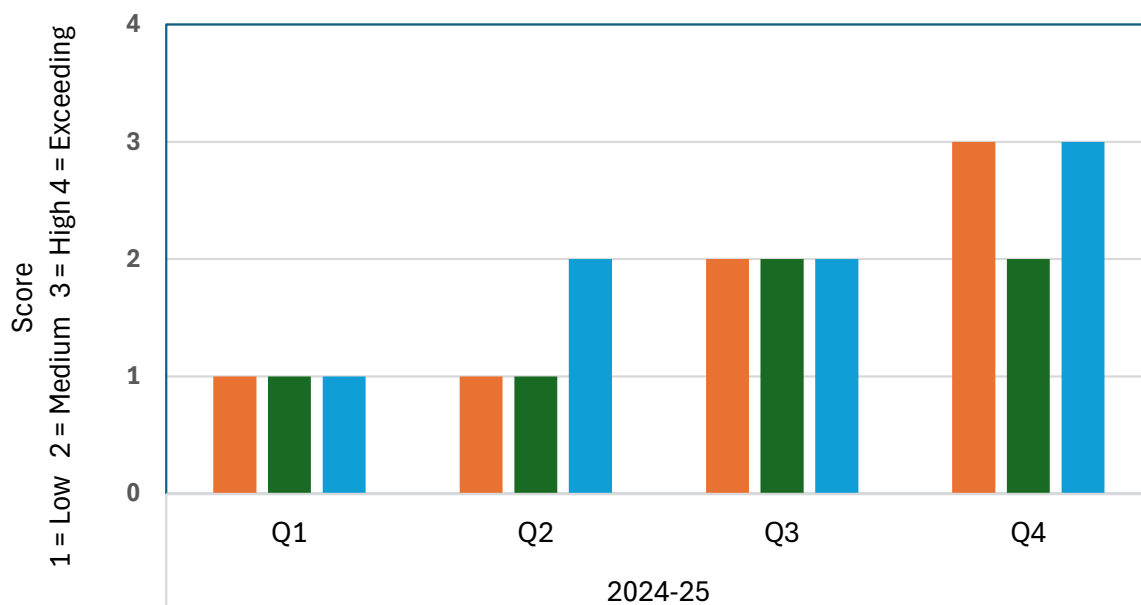


Continue to promote Saltash as a vibrant and welcoming visitor destination by reinvesting and working in partnership with key stakeholders in key areas such as Victoria Gardens, the Town Centre, and future Waterside projects.	<div>Increase visitor numbers and enhanced visitor experiences</div> <div>Improve community engagement marketing and promotion</div> <div>Infrastructure improvements</div> <div>Saltash Neighbourhood Development Plan</div>	<div>Refer to the Saltash Neighbourhood Development Plan for guidance on a vibrant and healthy community</div> <div>Build relationships with community organisations and businesses via community engagement</div> <div>Encourage Saltash Town Team to progress with a Town Centre accessibility audit and Cornwall Council street audit to better improve our town</div> <div>Expand on the floral display in Saltash by planting a wider selection of evergreens together with colourful plants across all Town Council land/property and increase open green spaces where possible</div> <div>Quartlerly Town Council premises washdown of surfaces to keep the exterior of the building looking presentable at all times</div> <div>Application of algaecide to Town Council premises to keep mainteance cost to a minmal</div> <div>Enhance the Town Council's Christmas lights providing a spectacular display</div> <div>Promote the town in 'It's Your Neighbourhood' and 'Britain in Bloom' competitions to encourage residents and businesses to partake and support each other</div> <div>Utilise the Town Council's website and social media to promote the work of the Service Delivery Department</div> <div>Procurement of two large Chirstmas Trees for Victoria Gardens and Waterside with new Christmas Flags to enhance the display in the town</div> <div>Submission of, Community Infrasture Levy (CIL) fourth round - Saltash Waterside Improvement Project for a sensory garden and play park (results Nov 2024)</div> <div>Plymouth Boat Trips free landing charges on Jubilee Pontoon for the season 2025 (1 April to 30 September, extending the service to weekends in October and a full service in the half term week)</div> <div>Woking in Partnership with Town Team by supporting their Open Green Community Space funded project (improved wayfinding, markets, greening) to improve the welcoming visitor destination in Fore Street</div> <div>Working in Partnership with Town Team to utilise the Waitrose s106 balance to provide leaflets promoting the town to outside areas, QR code linking to the Town Council website via other visitor sites</div> <div>Investment and improvement of Town Council Christmas Lights, replacement of festoon lighting</div> <div>Budgeting 2025-26, further improved Christmas lighting making the town a welcoming visitor destination during that period</div> <div>Budgeting 2025-26 for improved wayfinding and information boards to connect the town</div> <div>Approval to work in partnership with Anthony Estates for a Licence for shared use of the car park at Churchtown Cemetery</div> <div>The Mayor opened a local business Encore at their new premise in Saltash</div> <div>The Mayor switched on the Christmas lights in partnership with the Chamber of Commerce</div> <div>Town Council's Christmas lights - River of lights switched on for longer periods Services held on 13.02.25 minute nr. 114/24/25</div> <div>Improved communications of the Town Council's website and social media to promote the work of the Service Delivery Department linked to social media</div> <div>Continued discussions regarding Jubilee Green and sea defence wall to deliver the CIL Fourth Round Funding - Services held 13.04.25 minute nr. 111/24/25</div>	3	1	2	2	3
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Business Plan

Strategic Priority 1 - Boosting Jobs and Economic Prosperity

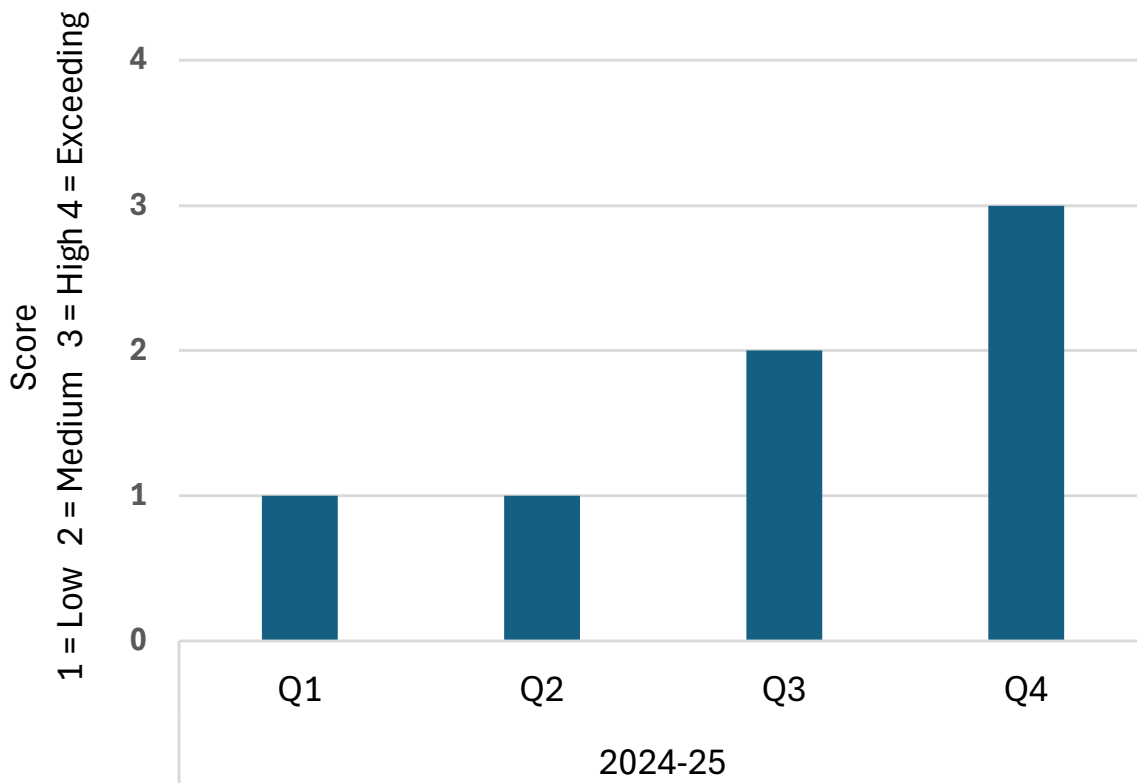
Aims of the Services Committee




- Continue to work with key stakeholders in the devolution of asset process with an increase of Town Council staffing levels, if required;
- Improve facilities and quality of life by continuing to maintain our public conveniences and to invest in accessible public conveniences
- Continue to promote Saltash as a vibrant and welcoming visitor destination by reinvesting and working in partnership with key stakeholders in key areas such as Victoria Gardens, the Town Centre, and future Waterside projects.

Strategic Priority 2 - Health and Wellbeing		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	Provide, maintain and support mental health and wellbeing with street furniture and green public spaces	Improved public green spaces for everyone to use	Refer to the Saltash Neighbourhood Development Plan for guidance on improving public realm					
			Maintain Town Council owned street furniture to a high standard	Support Saltash Town Team with additional community open spaces inclusive of parklets and markets					
			Provide where required additional street furniture in consultation with the public as evidence of need	Carry out regular maintenance checks of all Town Council owned street furniture, ensuring it is kept to a high standard and is included in the asset register					
			Keep the town looking it's best at all times	Install hanging baskets and expand further on the Waterside, Lower Fore Street, Victoria Gardens and Isambard House					
			Saltash Neighbourhood Development Plan	Install mental health organisation plaques to Town Council benches to help support our residents and visitors					
				Promote mental health and wellbeing via the Town Council website					
				Partnership working with SEA assisting with maintenance at Elwell Woods within existing service delivery resources					
				Improved Allotment Policy providing further clarification/expectations for users					
				Winter planting to keep the town looking cheerful/attractive/welcoming					
				Improved allotment access by clearance of pathways, new fencing and gate					
				Approval to use a Town Council building, free of charge, for the ICB to provide community Winter health events					
				Approval for the Health Care Action Group to use a Town Council building, free of charge, to hold monthly health care meetings	3	1	1	2	3
				The Mayor attended St Barnabas AGM					
				Approval for two members of the public to receive free rent to use space at Churchtown Cemetery allotments to house colonies in exchange for bee awareness sessions working in partnership with two members of the public (STC recognises that this action also meets strategic priority 5 & 6)					
				Due to the closure of Saltash Adult Ed, partnership working with CC took place to try and save the service, by attendance at meetings, writing letters, liaising with Cornwall Cllrs and stakeholders to retain the training provider in the town (STC recognises this action also meets strategic priority 1)					
				Reappointment of contractor for the install hanging baskets for summer 2025					
				Partnership working with SEA assisting with maintenance at Elwell Woods within existing service delivery resources - support planting to Elwell woods, confirmed permissions from F4C Services held on 13.02.25 minute nr. 116/24/25					
				Due to the closure of Saltash Adult Ed, partnership working continues with CC and stakeholders to look at supporting alternative training providers in the town (STC recognises this action also meets strategic priority 1) FTC held 6.02.25 minute nr 344/24/25					
				Winter Wellbeing free room hire at the Guildhall - February					

Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Services Committee



Provide, maintain and support mental health and wellbeing
with street furniture and green public spaces

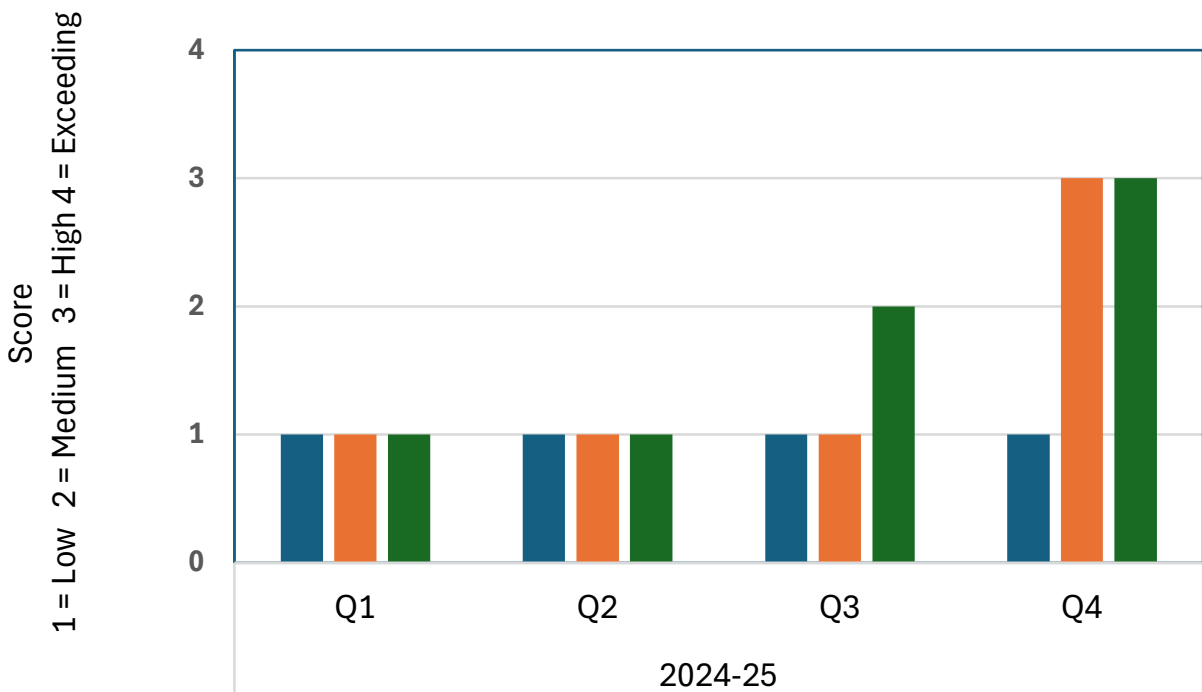
Strategic Priority 3 - Housing		Aims of the Services Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Services Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the committee

Strategic Priority 4 - Travel and Transport		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
<div> <div>Page 53</div> <div> </div> </div>	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	Continue to investigate and implement where possible a sustainable Town Council fleet of vehicles	Investigate sustainable vehicles Install EV charging stations on Town Council owned property as required All Town Council vehicles to be electric or hybrid Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on sustainable transport Conduct a detailed survey of the current working vehicles and their usage Investigate suitable working vehicle options for the future and ascertain associated cost Research regulations and explore any funding opportunities for EV charging stations / vehicles Obtain permissions from the landowner to install EV charging stations as required Promote the investment of a Town Council electric fleet Reinvesting in 2025-26 budget setting for electric vehicles	1	1	1	1	1
		Promote and encourage walking and cycling routes in the community	Support, promote and encourage walking and cycling routes in Saltash and neighbouring areas Less vehicles on the road, increase in bikes and by foot Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on a walking and cycling environment Work with outside organisations such as Cornwall Council and sustrans to promote, increase signage and enhance cycling routes Conduct surveys and collect data on current usage, potential routes, and areas needing improvement Identify and participate in cycling and walking campaigns suitable for Saltash New Beryl Bikes offer (free unlocking) promotion via Town Council social media channels Working in partnership with Town Team to produce a leaflet promoting walking and cycling and sustainable travel to Saltash with icons to advertise EV Charging points	3	1	1	1	3
		Support access and improved connectivity from Saltash to Plymouth and neighbouring Towns and Parishes	Improved connectivity Increase in tourism Improved traffic Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on improved and sustinable connectivity Work in partnership with local businesses / Chamber of Commerce to increase connectivity Work in partnership with Plymouth Boat Trips, Saltash Red Bus, Stagecoach, Go Cornwall Bus, Tamar Bridge to improve connectivity Promote Saltash as a tourism destinatation on the map Conduct surveys to ascertain the areas that require improved connectivity Working in partnership with Sustrans Active Travel Programme linked to 20mph zone roll out, offering free Town Council facilities and supporting the reduced speed restriction Partnership working with National Highways and key stakeholders to mitigate the tunnel works and to improve the rail service at Saltash Continued working in partnership with Plymouth Boat Trips, Saltash Red Bus, Stagecoach, Go Cornwall Bus, Tamar Bridge to improve connectivity Promote Saltash as a tourism destinatation on the map - by working in partnership with Town Team to produce a leaflet - draft designs received and further developed in conjunction with the Town Visitor Guide Continued partnership working with National Highways and key stakeholders to mitigate the tunnel works and to improve the rail service at Saltash - Rail improvments consistently being lobbied by the Town Council to work in partnership to assist with promotions to minimise highway impact - FTC held 6.02.25 minute nr 344/24/25 and FTC held 6.03.25 minute nr 378/24/25 response to the Peninsular Transport Strategic Implementation Plan Consultation and minute nr. 379/24/25	3	1	1	2	3

Business Plan


Strategic Priority 4 - Travel and Transport

Aims of the Services Committee



- Continue to investigate and implement where possible a sustainable Town Council fleet of vehicles
- Promote and encourage walking and cycling routes in the community
- Support access and improved connectivity from Saltash to Plymouth and neighbouring Towns and Parishes

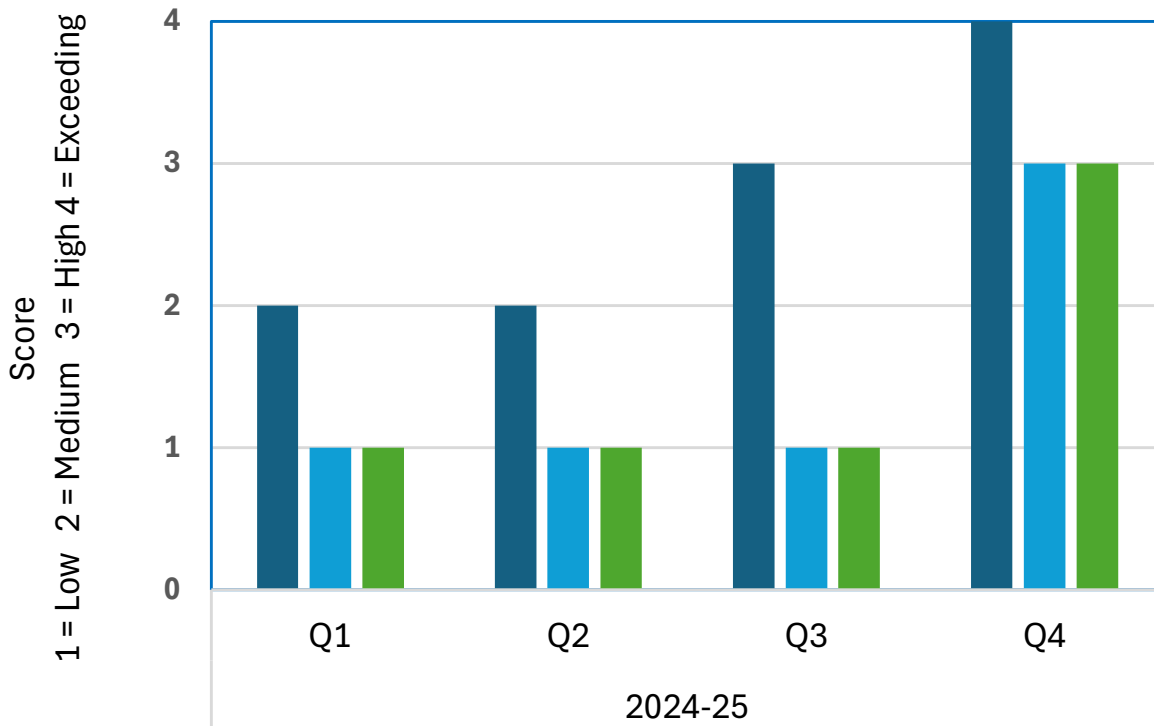


Strategic Priority 5 - Climate Emergency		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To continue to implement sustainable grounds maintenance methods and good environmental practices.	Avoiding the use of pesticides and herbicides and not using toxic chemicals in any Town Council grounds maintenance work Sustainable methods of weed removal Continue to be environmentally and hedgehog friendly Successful and improved participation in 'low mow may' initiative Recycle as much green waste as possible Where possible, adopt sustainable watering techniques Implement environmentally friendly alternatives to grounds maintenance Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Developmet Plan for guidance to protect and enhance the natural environment Use mechanical and manual weed pulling methods Investigate organic herbicides if required Create composte areas for disposal of green waste Regular monitoring and maintenance to assist with weed control Educate in relation to being hedgehog friendly when undertaking grounds maintenance work Register as a Hedgehog Hero with the British Hedgehog Preservation Society Continue to be Hedgehog Friendly Partake in 'low mow may' with clear promotion to the community outlining the strategic areas, without comprising safety, access, and equipment damage due to length of grass areas Continue with 'low mow may' through the Summer season until areas require attention Permenant wilding areas created to help restore habitats and reintroduce native species that may have disappeared or declined in numbers Rose bushes in Victoria Gardens has rose compost to encourage growth naturally Environmental methods used to clean the Borough War Memorial Approval for two members of the public to receive free rent to use space at Churchtown Cemetery allotments to house colonies in exchange for public bee awareness sessions working in partnership with two members of the public (STC recognises that this action also meets strategic priority 6) Winter planting - more sustainable planting practices took place this Winter to reduce maintenance and replacement in the Summer Request SEA to investigate organic herbicides - sevrices held 13.02.25 minute nr. 116/24/25 SEA Free room hire at Isambard House for film night - Climate Scam Recycled redundant Christmas Lighting for aluminium	4	2	2	3	4
		Support community initiatives for tree planting and wildflower meadows	Community engagement in tree planting initiatives and wildflower meadows Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Developmet Plan for guidance to protect and enhance the natural environment Work in partnership with local orngaisations, schools and businesses to identify suitable areas to plant trees and wildflowers Use social media, press releases and notice boards to raise awareness Order appropriate signage informing the public of new wildflower meadows If suitable on Town Council owned land plant trees and create additional wildflower meadows Continue to partake in the Low Mow May initiative to strategic areas Wildflower Meadow signage, educational information for the community on the importance of our wilding areas and Town Council initative Library Hub working with various key stakeholders during the Bio-Watch project Wildflowers planted at St Stephens ashes area Library Hub working with various key stakeholders during the Bio-Watch project Two additional wildflower areas at Cornish Cross and Chruchtown	3	1	1	1	3
		Continue to support and partake in the Plastic Free Community pledge	Educate the community, councillors and staff on the detrimental effects of single use plastics Continue to be a plastic free Town Council Encourage local businesses and organisations to take the pledge to be a plastic free champion	Use social media, press releases and notice boards to raise awareness Pledge to stop using single use plastics and consider this when procuring Town Council assets Promote to local businesses the detrimental effects single use plastic has on the environement and the Waterside town of Saltash Encouraged SEA to apply for change of grant to include initiatives around plastics at town events Food waste changes at the Guildhall encouraging minimising waste and recycling	3	1	1	1	3

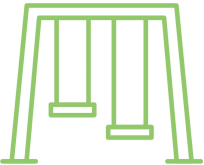
Business Plan

Strategic Priority 5 - Climate Emergency

Aims of the Services Committee



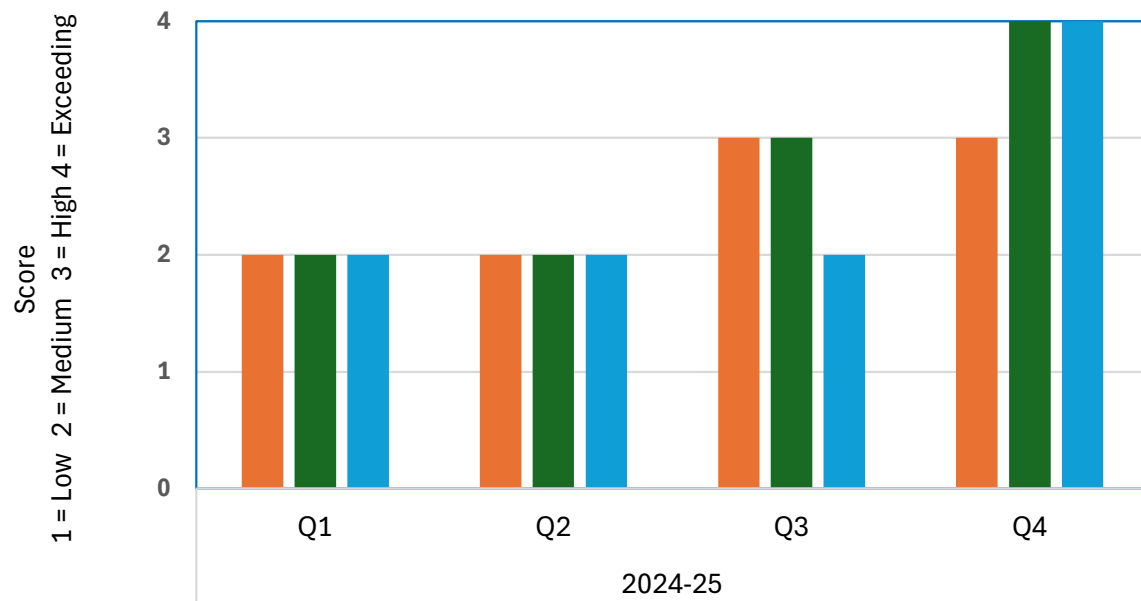
- To continue to implement sustainable grounds maintenance methods and good environmental practices.
- Support community initiatives for tree planting and wildflower meadows
- Continue to support and partake in the Plastic Free Community pledge

Strategic Priority 6 - Recreation and Leisure		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers	Maintain, promote and reinvest in Town Council play parks and recreational areas	Investment and Development High-Quality Maintenance Improved open green spaces Promoting improvement works Consultation Funding awarded to provide new play equipment / improvement to community open spaces Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Developmet Plan for guidance to meet the growing demand for recreation areas Maintain and invest in new play equipment for Town Council owned play parks Review other play parks in Saltash and consider whether investment is required to provide a good standard of play working in partnership with key stakeholders Consult with the public that live in the area specific to the work needed Seek funding opportunities to relieve pressure from the Precept Service Delivery to carry out high quality maintenance / safety checks by being ROSPA qualified Grounds maintenance to be undertaken on a regluar basis making open green spaces attractive Regular maintenance checks to be carried out ensuring all play equipment is to the Play park provision improved at Grassmere Way and Honeysuckle Close via CIL third round funding and Town Council contribution Repalcement gate for Grassmere Way play park Working in partnership with SEA to maintain and promote Ellwell Woods Fairmead Allotments, replaced old fencing and re-sited the entrance gate for improved access, added an additional water tap Working in partnership with SEA to maintain and promote Ellwell Woods - Services held on 13.02.25 minute nr. 116/24/25	3	2	2	3	3
		Provide, maintain and support mental health and wellbeing with street furniture and green public spaces	Partake in the Chatty Plaque scheme Ensure open spaces are kept to a high standard for all to enjoy	Purchase six Happy to Chat plaques to install on Town Council benches to act as a talking point and encourage those who see them to reach out Service Delivery to undertake regular maintenance to Town Council open spaces to ensure they are suitable and attractive for all to enjoy Mental Health and Wellbeing Town Council website page actively supporting the 'Happy to Chat Plaque' Scheme The Mayor official opened Grassmere Way and Honeysuckle Close improved play areas Partnership working with Cornwall Council to provide maintained pathways and review flood defences The Mayor attended the planting of an oak tree in Victoria Gardens as part of the King's Coronation Bee area at Churchtown complete with secure fencing and signage installed Trial solar lights in planting area next to the Brunel Bust to show case the town and provide aesthetically pleasing illumination	4	2	2	3	4


		<p>Continue to provide pontoon facilities allowing access to the river and support better connectivity to neighbouring areas</p>	<p>Improved connectivity to the Waterside / pontoon facilities</p> <p>Maintain and upgrade the pontoon facilities</p> <p>Work in partnership with key stakeholders to deliver better connectivity</p> <p>Promote Jubilee Pontoon</p> <p>Saltash Neighbourhood Development Plan</p> <p>The Saltash Coastal Communities Team</p>	<p>Refer to the Saltash Neighbourhood Development Plan for guidance to making the most of Saltash Waterside</p> <p>Refer to the Saltash Coastal Communities Team Economic Plan</p> <p>Work in partnership with Plymouth Boat Trips, Beryl Bikes, Red Bus, GWR and other operators to provide improved connectivity to the river, Saltash, and neighbouring areas</p> <p>Ensure Jubilee Pontoon is accessible and safe for users</p> <p>Maintain Jubilee Pontoon to a high standard</p> <p>Seek funding opportunities to further improve the Jubilee Pontoon service</p> <p>Provide financial incentives to users of the pontoon with initiatives such as the trusted boater scheme</p> <p>Utilise social media channels, notice board and website to promote the Jubilee Pontoon service and other transport modes</p> <p>Improved safety lighting on the Pontoon</p> <p>Amendments to the Town Council Pontoon Mooring Agreement to improve the community service and potentially increase revenue whilst maintaining full responsibility of the asset</p> <p>Early stages of negotiations with the Duchy of Cornwall led by Cornwall Council, with the potential option to enter into a Lease for the Pontoon and Fundus</p> <p>Emergency Plan to be drafted for conderation and implementation considering flood defences P&F held 11.03.25 minute nr. 164/24/25</p> <p>The Town Council continue to show its commitment to the pontoon by approving further repair and maintenance work to be able to relaunch the pontoon back into the river for the community to enjoy</p> <p>Continued partnership working with Plymouth Boat Trips, Beryl Bikes, Red Bus, GWR and other operators to provide improved connectivity to the river, Saltash, and neighbouring areas</p> <p>Review underway of the Heads of Terms received from the Duchy of Cornwall led by Cornwall Council, with regards to a rent for the fundus</p> <p>Emergency Plan to be drafted for conderation and implementation considering flood defences P&F held 11.03.25 minute nr. 164/24/25</p>	4	2	2	2	4
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Business Plan

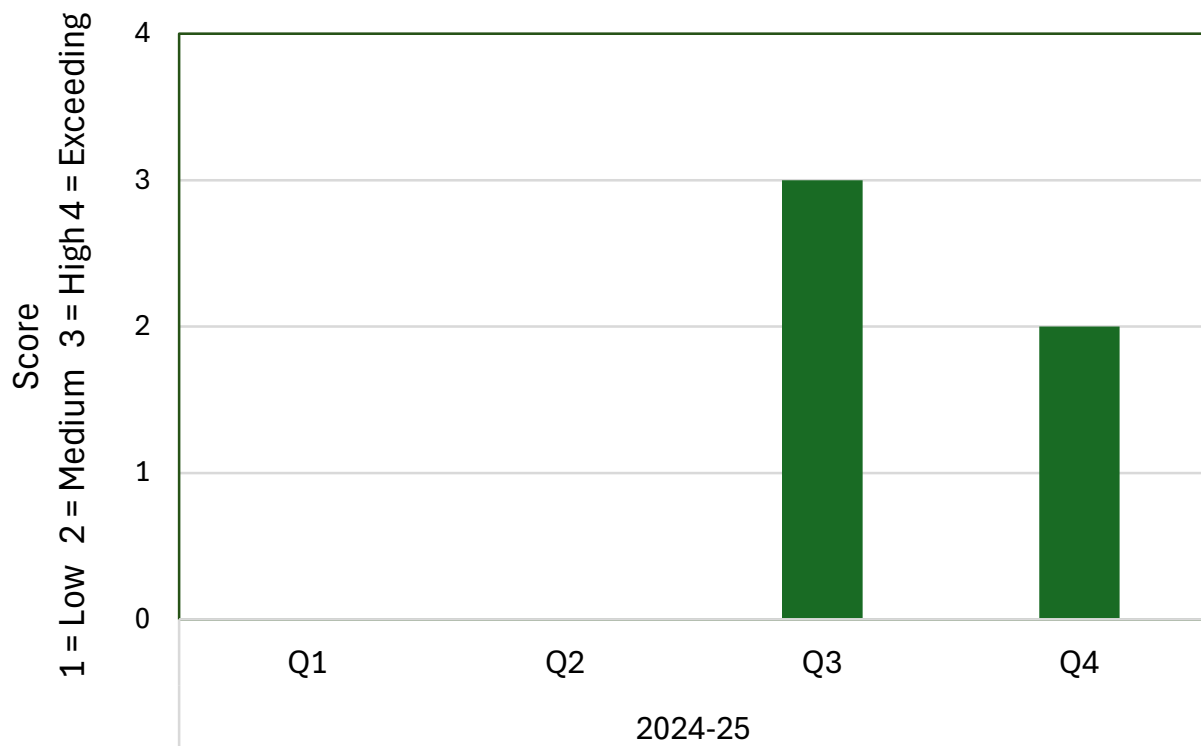
Strategic Priority 6 - Recreation and Leisure Aims of the Services Committee




- Maintain, promote and reinvest in Town Council play parks and recreational areas
- Provide, maintain and support mental health and wellbeing with street furniture and green public spaces
- Continue to provide pontoon facilities allowing access to the river and support better connectivity to neighbouring areas

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To investigate and potentially progress devolution of assets from Cornwall Council to Saltash Town Council working in partnership with Cornwall Council and the Community Link Officer	<p>To produce a 'devolution programme, living document' to record the Town Council devolution priorities</p> <p>The Town Clerk to communicate the Town Council devolution priorities with Cornwall Council via the Community Link Officer continuing to build working relationships</p> <p>To work with relevant Town Council committees / sub committees to ensure community engagement is considered and at the right level</p> <p>To continue to build strong working relationships with key stakeholders</p>	<p>Devolution programme formed as a living document, listing Town Council priorities by order (e.g. Cornwall Council buildings, land, or services)</p> <p>Continue to monitor the devolution programme engaging with Cornwall Council for future opportunities that will benefit the community</p>	3			3	2

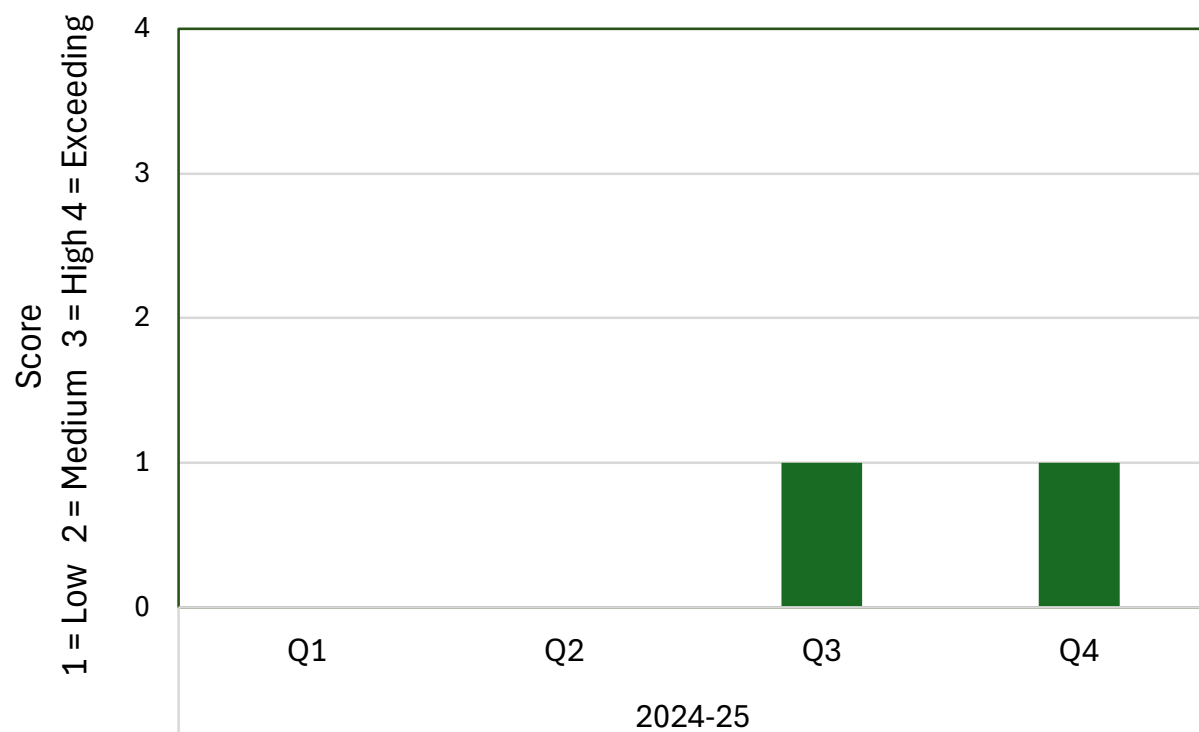
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Devolution Sub Committee




- To investigate and potentially progress devolution of assets from Cornwall Council to Saltash Town Council working in partnership with Cornwall Council and the Community Link Officer


Strategic Priority 2 - Health and Wellbeing		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people	Identify facilities and areas that could support outdoor fitness programs, children's play areas, or relaxation zones for community use	To consider areas that support health and wellbeing when reviewing future devolution deals to ensure a good balance is achieved for the community Continue to build strong partnership working with key stakeholders Continue to work with Cornwall Council	To support Saltash Health Care Action Group when suitable buildings are identified for local NHS provision Continue to work with Cornwall Council to identify potential devolution sites to support improvement to facilities for various activities	1			1	1


Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Devolution Sub Committee

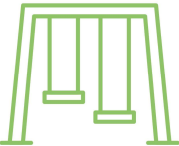


- Identify facilities and areas that could support outdoor fitness programs, children's play areas, or relaxation zones for community use

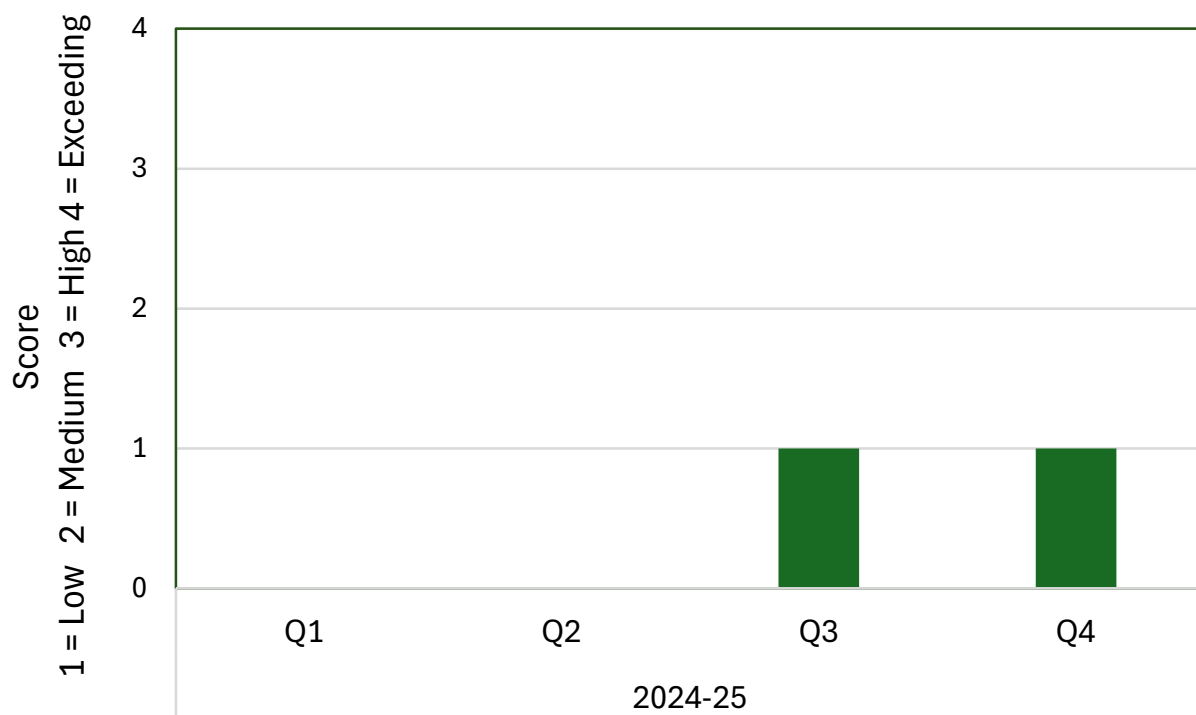
Strategic Priority 3 - Housing		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Devolution Sub Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the sub committee			

Strategic Priority 4 - Travel and Transport		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)
	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	The Devolution Sub Committee recognised strategic priority 4 - Travel and Transport did not fit within the remit (Terms of Reference) of the sub committee			


Strategic Priority 5 - Climate Emergency		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	The Devolution Sub Committee recognised strategic priority 5 - Climate Emergency did not fit within the remit (Terms of Reference) of the sub committee			

Strategic Priority 6 - Recreation and Leisure		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers	Identify parks, green spaces, or public areas that could support outdoor fitness programs, children's play areas, or relaxation zones for mental health benefits	To consider areas that support health and wellbeing when reviewing future devolution deals to ensure a good balance is achieved for the community	A clear and detailed document outlining gaps in green spaces, parks, public areas and buildings to provide better facilities in Saltash where achievable through devolution	1			1	1
				To work with relevant Town Council committees / sub committees to ensure community engagement is considered and at the right level					
				To raise awareness to the relevent Town Council committee and sub committees should an opportunity arise that does not form part of devolution					

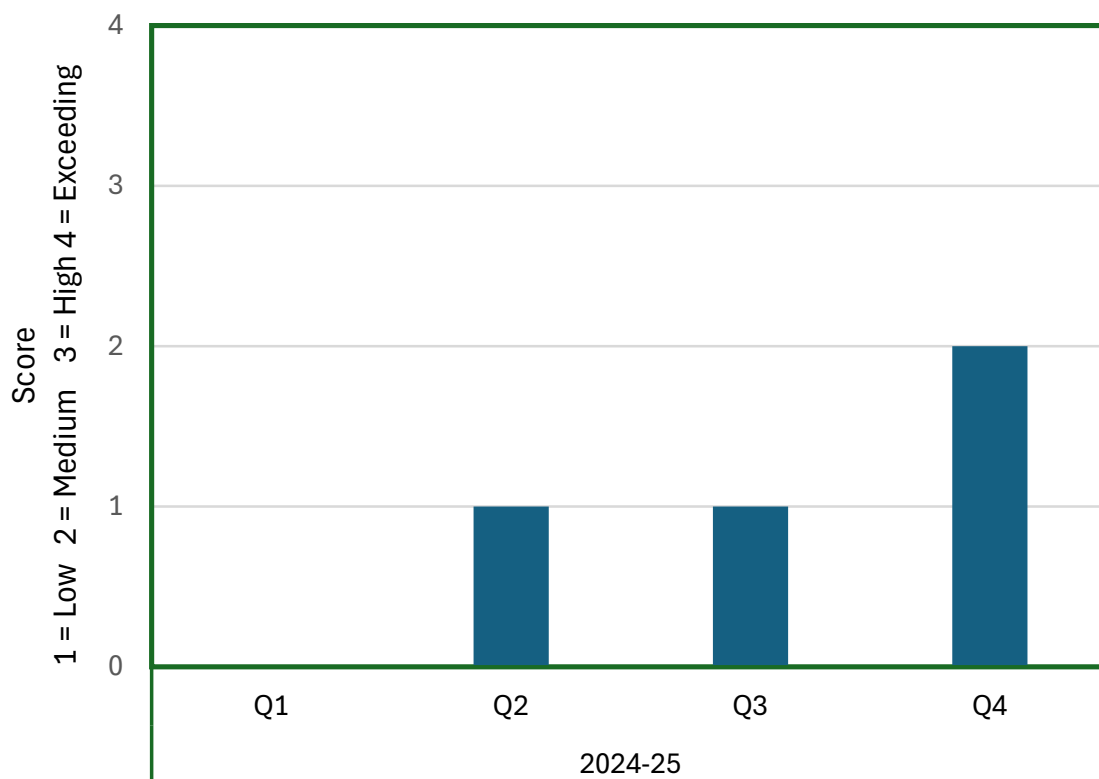
Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Devolution Sub Committee




- Identify parks, green spaces, or public areas that could support outdoor fitness programs, children's play areas, or relaxation zones for mental health benefits

Strategic Priority 1 - Boosting Jobs and Econmic Prosperity		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
<div>Page 69</div> 	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To continue to expand the opportunities to increase people's education, knowledge and associated IT skills	Offering more signposting services Expanding opening hours Continuing to work in partnership with key stakeholders	Partnership working with Adult Education to offer training courses to assist with employment needs and building people's confidence (not an achievable action due to the closure of Saltash Ad Ed) To support the Services Committee (with accommodation at the library) who are to consider other potential learning opportunities due to the closure of Adult Ed. Additional opening hours to reach the needs of the community Cormac - Making Space for Nature 16.01.25, 'Read Easy' the session is to help adult residents to read	2	N/A	1	1	2

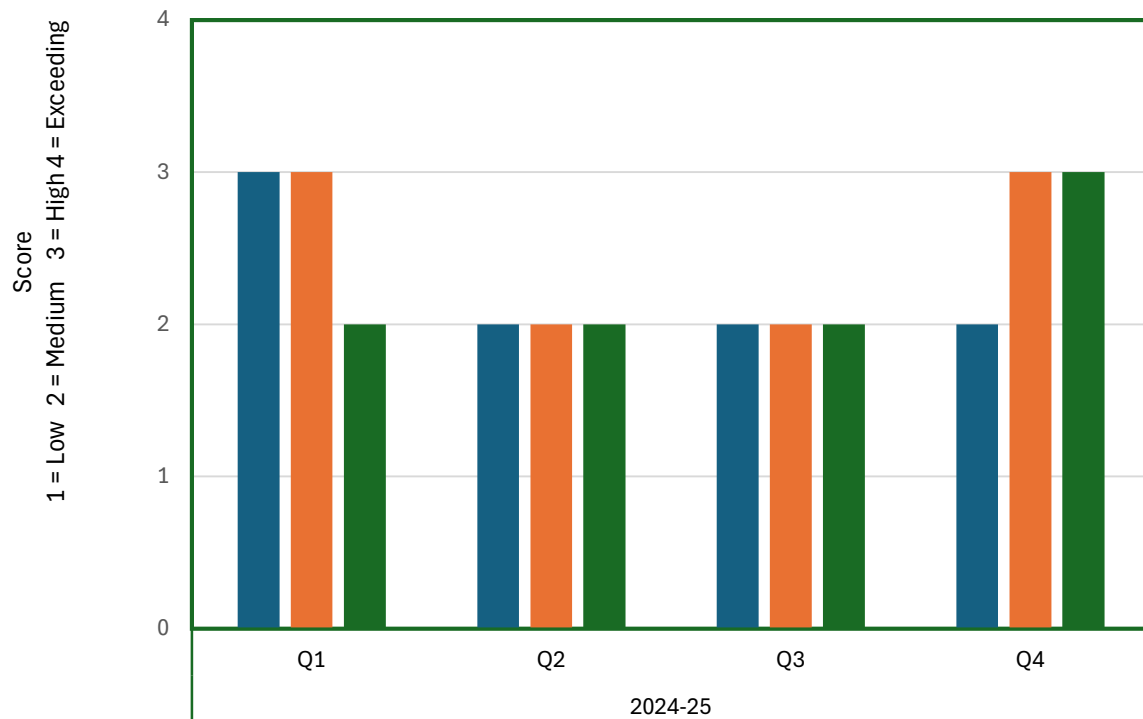
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Library Sub Committee




- To continue to expand the opportunities to increase people's education, knowledge and associated IT skills

Strategic Priority 2 - Health and Wellbeing		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
<div>Page 71</div> <div></div>	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	To provide a local venue for a range of free events and activities;	Increased free events and activities throughout the year Accessible and inclusive activities and events Increased community engagement and footfall	Support and promote local organisations, businesses and groups / clubs relevant to the Library Hub and for the benefit of the community Refer to the Town Council Policy - Hire of Town Council Premises and Events Autumn Biowatch September 2024 - partnered activities to promote nature Summer Reading Challenge July to Aug Meet the author, book club and writers forum (October), Fake of Fortune, games for the month of January there were 18 free events, engagement with keystakeholders such as St Luke's, Community Pharmacy Cornwall, Stop Loan Sharks, Cornwall Council Fostering Roadshow, Dyslexia advice Day, Meet the Police	2	3	2	2	2
		To continue to sign post residents and users of the Library to the relevant key stakeholders;	Continue to build partnerships Identify and promote easy access services Promote awareness of services available	Utilise the library's website and social media platforms to provide links and information about key stakeholders Welcome desk with staff trained to assist in signposting to digital services available Display posters and notices in prominent areas of the library with information signposting where to find assistance Host informational workshops or events at the library Tamar Valley Consultation - available at the Library Confirmed attendance at May Fair and Regatta Tamar Valley Bees, WC Rivers Authority, National Marine Aquarium, Beach Guardian, WC Butterfly Trust, have all participated in public presentations at the library hub March Spring Biowatch launch with Cormac presentation 'Making Space for Nature'.	3	3	2	2	3
		To continue to provide a safe and warm space to residents and users of the Library.	Continued availability and accessibility for any user to a safe and warm space Internal and external refurbishment to be complete offering an improved comfortable space	Provide a safe and warm space for all users of the library hub Provide refreshments supported by key stakeholders (where possible) Partnership working during the warm space period to ensure best cover is provided across various sites Install of curtain walling and blinds complete creating a warm pleasant environment for residents and visitors Warm space provided in January 2025 Further window refurbishment works undertaken to side elevation of the building completing phase 1 work Further conversations to progress and provide improved internal facilities - Library Sub Committee held on 16.01.25 minute nr. 33/24/25	3	2	2	2	3

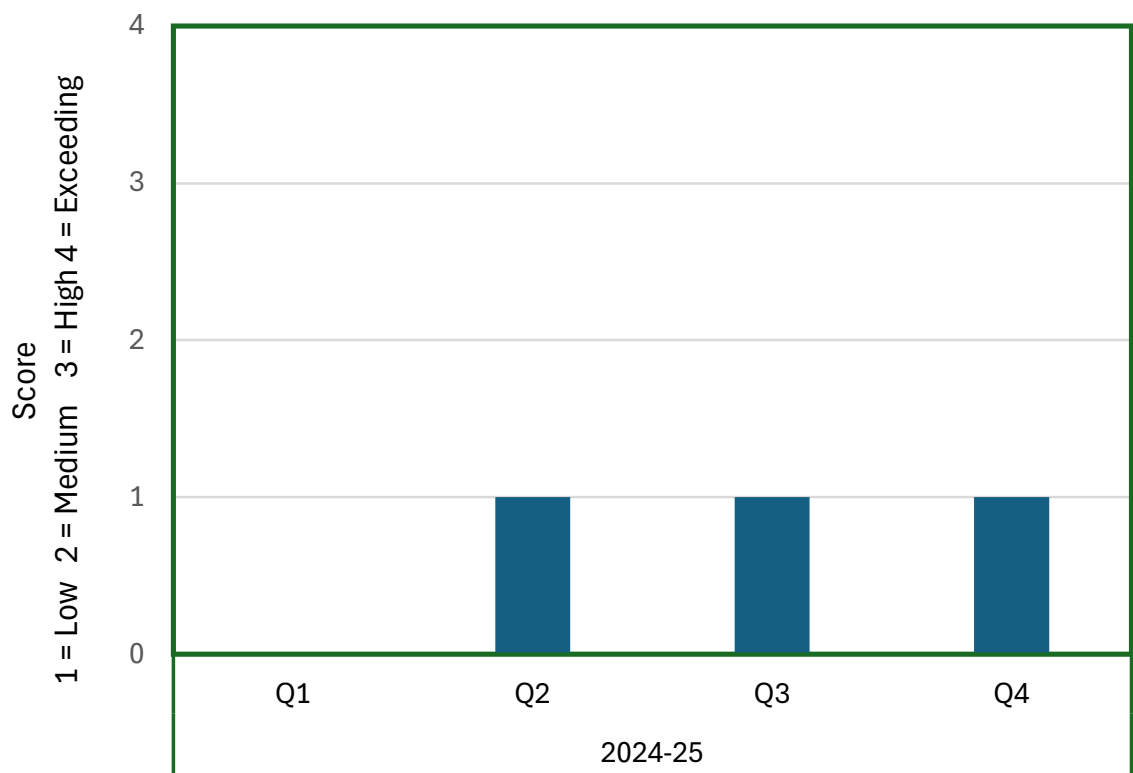
Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Library Sub Committee




- To provide a local venue for a range of free events and activities;
- To continue to sign post residents and users of the Library to the relevant key stakeholders;
- To continue to provide a safe and warm space to residents and users of the Library.

Strategic Priority 3 - Housing		Aims of the Library Sub Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Library Sub Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the sub committee

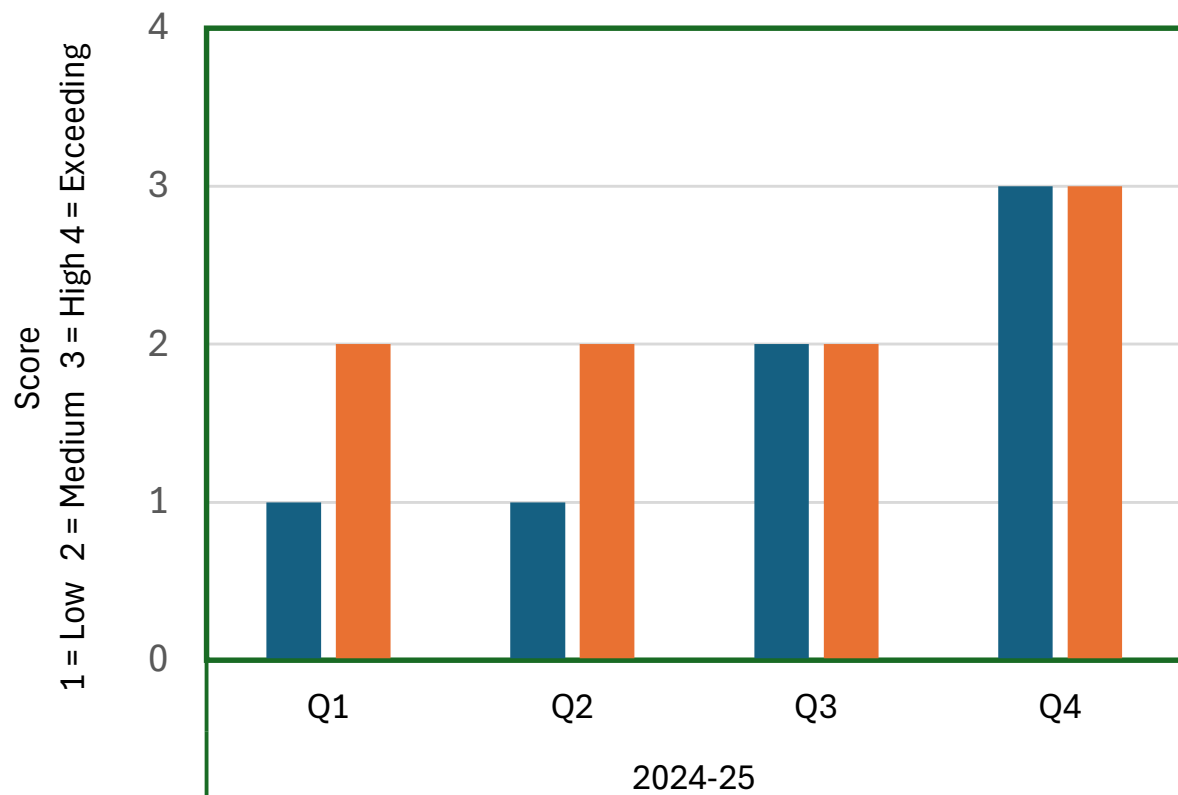
Business Plan
Strategic Priority 4 - Travel and Transport
Aims of the Library Sub Committee



■ To continue to promote and support sustainable travel and transport

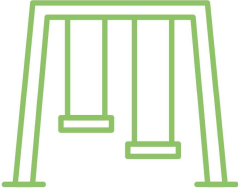
Strategic Priority 5 - Climate Emergency		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
<div>Page 76</div> <div>  </div>	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To ensure the Saltash Library building is well insulated when refurbished to reduce energy cost;	Refurbishment complete Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on efficient buildings and low-carbon heating Complete install of efficient curtain walling generating a radiant heat source back into the building whilst letting in the light from outside. Windows to the side relevant to be complete (March 2025) Ensure the library building is energy efficient Further window refurbishment works undertaken to side elevation of the building completing phase 1 work	3	1	1	2	3
		To continue to focus on Climate Emergency and support free events at the Library.	Regular climate focused free events Promote sustainable practices at the Library Display educational materials	Partner with local schools, organisations, and businesses to host events and activities on climate change Reduce waste and provide community recycling programmes Display educational materials on the affects of climate change and preventative measures Provide a good level of books Biowatch, X4 Seasonal ‘Citizen Scientist’ environmental campaigns Partnered with Plymouth University Biology and Marine Sciences to create a year round flora and fauna Saltash database, mapping the changes to the local environment through climate change Partnered with St.Stephens School - Eco Warriors involved assisting with the database March Spring Biowatch launch with Cormac presentation ‘Making Space for Nature’ Free urban seed packs to those who visit the library to encourage nature into gardens	3	2	2	2	3

Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Library Sub Committee

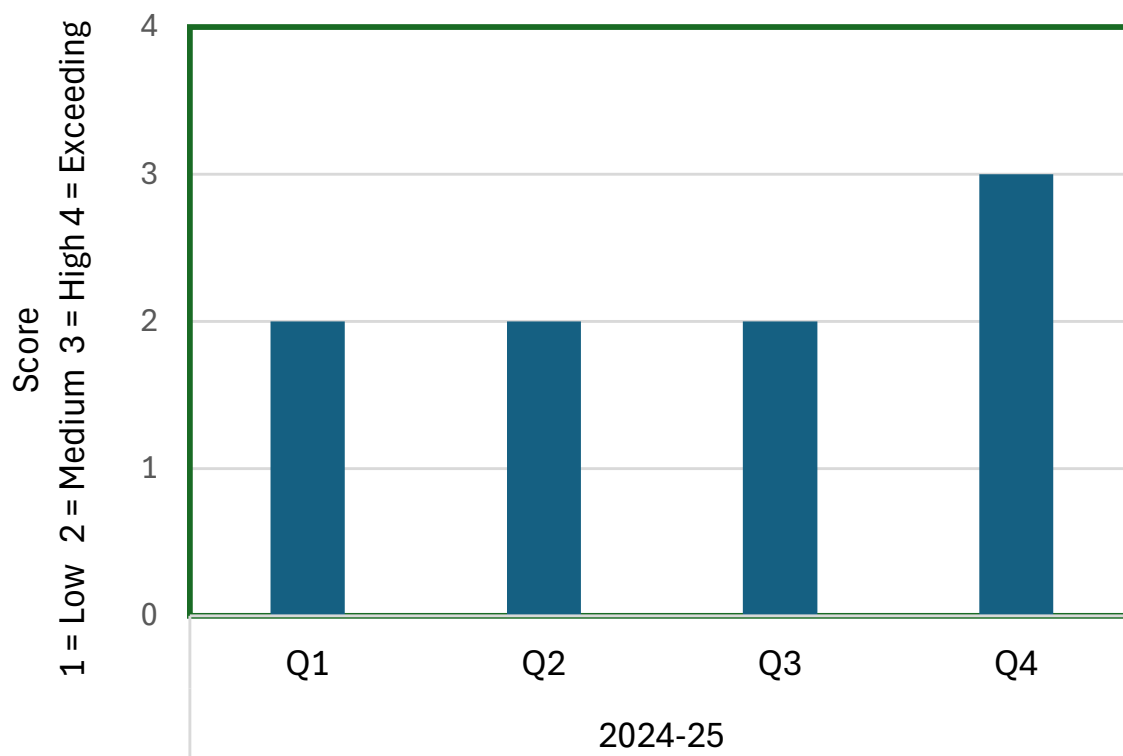


■ "To ensure the Saltash Library building is well insulated when refurbished to reduce energy cost;"


■ To continue to focus on Climate Emergency and support free events at the Library.

Strategic Priority 6 - Recreation and Leisure		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	<p>To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.</p>	<p>To continue to provide a Library and Community Hub Service for the community inclusive of the Home Library Service.</p>	<p>Community engagement, programs and events</p>	<p>Partner with local schools, organisations, and businesses to host events and activities</p>	3	2	2	2	3
			<p>Provide inclusive and accessible services</p> <p>Develop the Home Library Service</p>	<p>Organised workshops, reading clubs, and educational programs that cater to various age groups and interests during this quarter</p> <p>Organised and promote community surveys to understand the needs and wants of the community</p> <p>Recruit and train volunteers to service the Home Library Service</p> <p>Ensure the library service continues to be accessible to all</p> <p>Utilising social media and the Town Council website to further promote the Library Hub services, groups, clubs and events</p> <p>Early stages investigating extension of opening hours on Saturday afternoons</p> <p>Organise and promote community surveys to understand the needs and wants of the community - Investigations to be actioned to hold a Saltash Library survey to ascertain current and future customer experience - Library held on 15.01.25 minute nr. 31/24/25</p> <p>Home Library Service - all volunteers have DBS checks</p> <p>Marketing Saltash for Biowatch – Well-being for families (citizen scientists) to walk and visit Coombe Woods. Tincombe, Waterside, Forder, Churchtown Farm</p>					

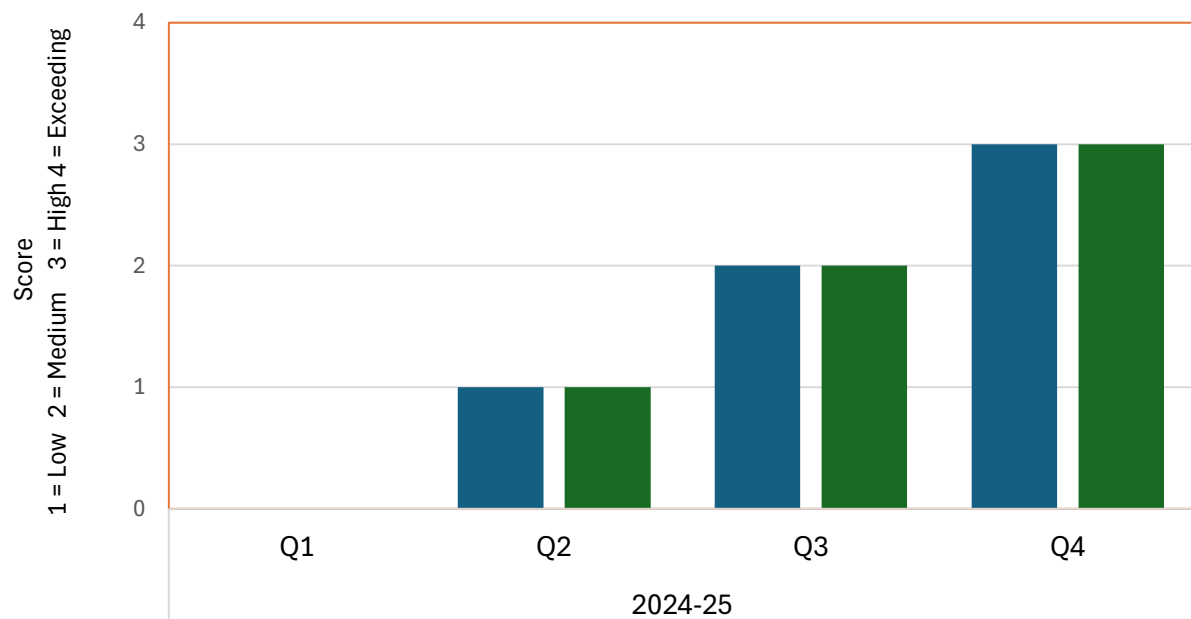
Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Library Sub Committee




- To continue to provide a Library and Community Hub Service for the community inclusive of the Home Library Service.


Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
<div>Page 80</div> <div>  </div>	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	Continue to manage the repair and maintenance programs for Town Council properties, assessing the need for further investments and improvements as necessary or when required.	Working with the Five-Year Plan Working with Barron Surveying - Town Council appointed Building Surveyor Review sites that could benefit from solar PV Ensure Town Council buildings are maintained to a good standard for hire and reflection on the Town Council to the community and visitors	Working within the Five-Year Plan to ensure Town Council buildings are reviewed regularly and works budgeted accordingly Appoint Barron Surveying to prepare a scope of works for external repair and painting of the front elevation of the Heritage Building To proceed with the Guildhall external redecoration and draught proofing windows to provide better installation (we recognise this action also meets strategic priority 5) Services Committee recommended to Property Maintenance to consider maintenance work to the Borough War Memorial railings within the five-year plan Continue to review the five year repair and maintenance plan to ensure sufficient funds are budgeted to maintain the buildings - PM held on 20.02.25 minute nr. 45/24/25 Work with Barron Surveying to issue a tender specification for the Heritage Building External Windows - PM held on 20.02.25 minute nr. 48/24/25 Guildhall External Repairs and Redecoration works completed including Guildhall Town Seal above front entrance repainted to highest of standards	3	N/A	1	2	3
		Support the promotion of Saltash as a vibrant and welcoming visitor destination by reviewing public amenities and identifying opportunities for investment and enhancement.	Ensure Town Council buildings are maintained to a good standard for hire and reflection on the Town Council to the community and visitors Review buildings in the local area to purchase as an investment to support the growth of the Town Council	To prepare a project report including any funding opportunities for the development of the Waterside toilets and sheds STC awarded £100k from CIL fourth round for the redevelopment of play park and sensory garden Guildhall building external refurbishment complete to highest standard Partial internal decoration work to the Guildhall	3	N/A	1	2	3


Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Property Sub Committee



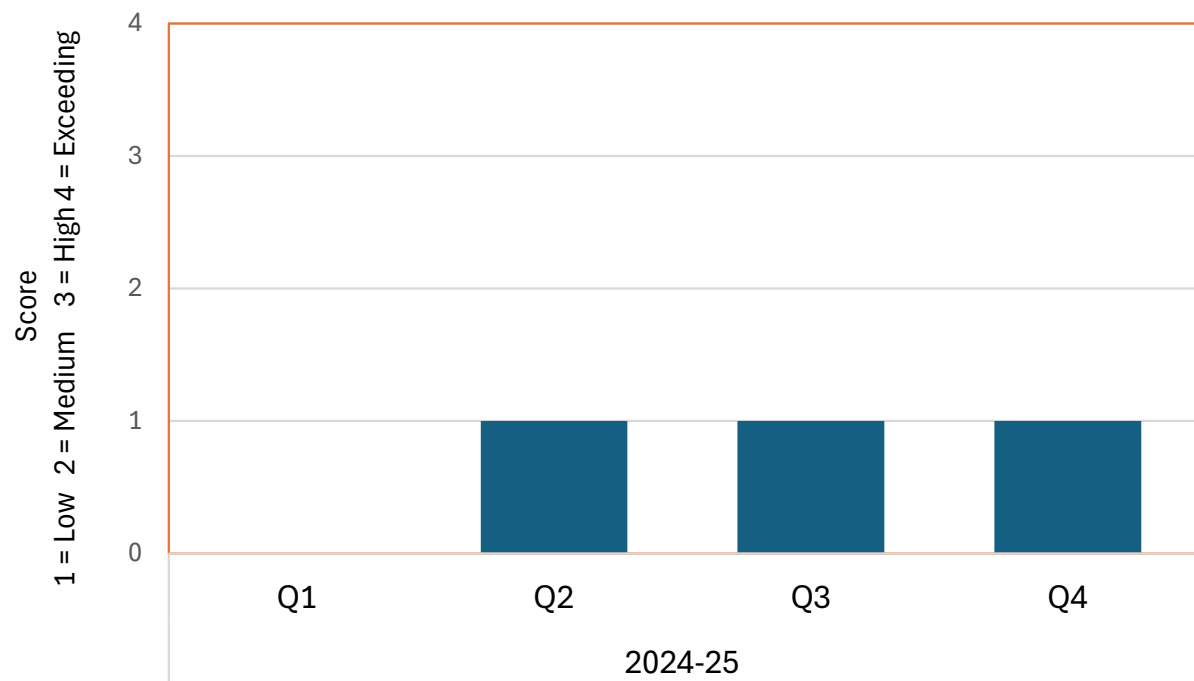
- Continue to manage the repair and maintenance programs for Town Council properties, assessing the need for further investments and improvements as necessary or when required.
- Support the promotion of Saltash as a vibrant and welcoming visitor destination by reviewing public amenities and identifying opportunities for investment and enhancement.

Strategic Priority 2 - Health and Wellbeing		Aims of the Property Maintenance Sub Committee
	<p>To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.</p>	<p>The Property Maintenance Sub Committee recognised strategic priority 2 - Health and Wellbeing did not fit within the remit (Terms of Reference) of the sub committee</p>


Strategic Priority 3 - Housing		Aims of the Property Maintenance Sub Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Property Maintenance Sub Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the sub committee

Strategic Priority 4 - Travel and Transport		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	Review Town Council owned properties to assess the potential for offering cycling facilities, such as bike storage and secure lockers.	Work with relevant key stakeholders such as Town Team and Beryl Bikes	Supporting the roll out of Beryl Biles across Saltash, in particular, at Isambard House and Pillmere Drive.	1	N/A	1	1	1

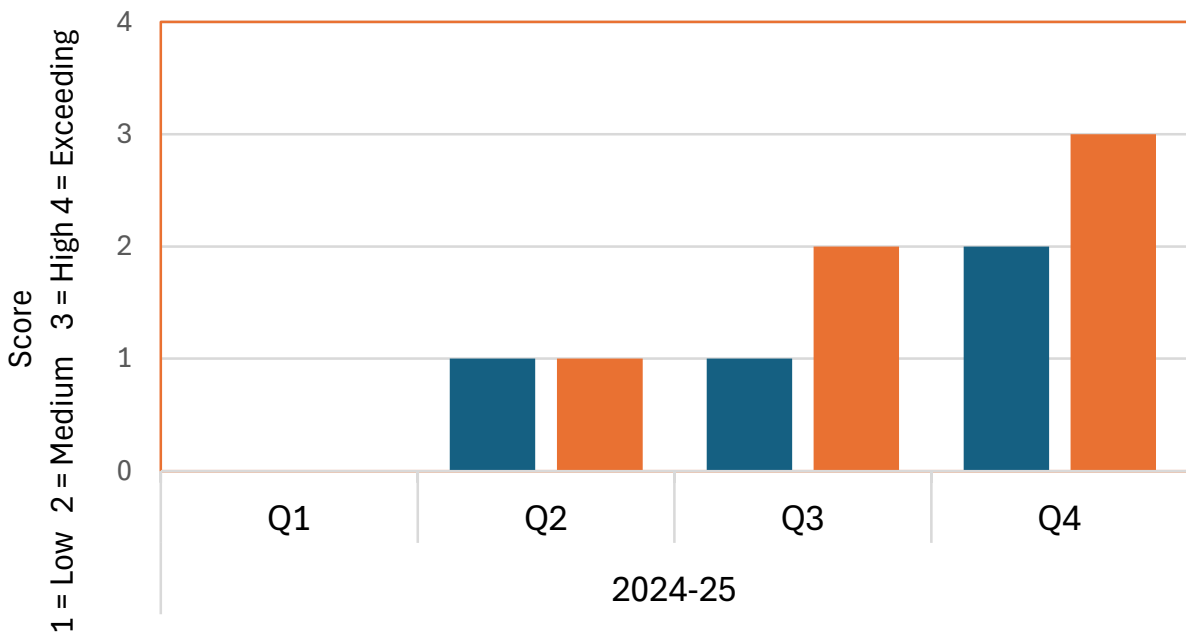
Business Plan
Strategic Priority 4 - Travel and Transport
Aims of the Property Sub Committee



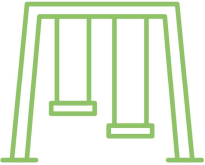
■ Review Town Council owned properties to assess the potential for offering cycling facilities, such as bike storage and secure lockers. N/A


Strategic Priority 5 - Climate Emergency		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	Review Town Council owned properties to evaluate utility usage, with the objective of making them as close to net zero as feasibly possible.	Review sites that could benefit from solar PV Working with Barron Surveying - Town Council appointed Building Surveyor	To appoint a contractor to undertake an engery report on all Town Council buildings to better understand usage moving towards net zero as feasibly possible Finance Officer to provide a utility usage report for consideration Funding bid submitted for solar PV	2	N/A	1	1	2
		To oversee the repair and maintenance programs for all Town Council premises, working towards improved energy efficiencies.	Working with the Five-Year Plan Working with relevant bodies to improve energy efficiencies	Completed Guildhall external redecoration and draught proofing windows to provide better installation (we recognise this action also meets strategic priority 1) To proceed with the Guildhall internal redecoration to part of the building to repair water ingress To proceed with an annual external washdown of surfaces and application of algaecide subject to the products meeting the Town Council environmental policy and business plan. To consider budgeting for annual external washdown for all Town Council properties	3	N/A	1	2	3

Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Property Sub Committee

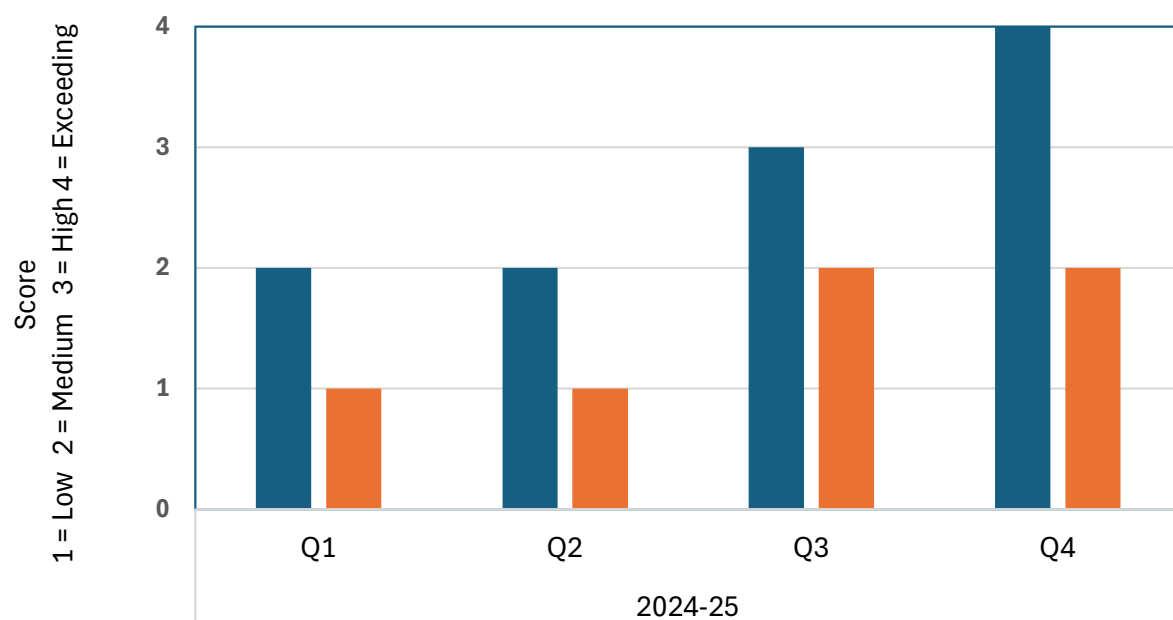


- Review Town Council owned properties to evaluate utility usage, with the objective of making them as close to net zero as feasibly possible.
- To oversee the repair and maintenance programs for all Town Council premises, working towards improved energy efficiencies.


Strategic Priority 6 - Recreation and Leisure		Aims of the Property Maintenance Sub Committee
	To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	The Property Maintenance Sub Committee recognised strategic priority 6 - Recreation and Leisure did not fit within the remit (Terms of Reference) of the sub committee


Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
<div>Page 89</div> <div></div>	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area	Enhance visitor experiences Maintain, promote, support and secure a concessionaire for Isambard House Cafe and Waiting Room	Offer reduced rates to community organisations and tourism attractions Organise events and activities at Isambard House such as live music, art exhibitions, and themed nights Secure a cafe concessionaire to operate the Station Cafe and waiting room by offering reduced rent and utilities Support and promote the Station Cafe to ensure the waiting room and accessible facilities remain open Utilise social media platforms and the Town Council website to promote Isambard House facilities and refurbishment Supporting additional Trackside Cafe hours on a Saturday to accommodate the need Succesful Murder Mystery event held in Nov at Isambard House CC hiring Isambard House Oct-Feb for English lessons for Afghan refugees Free use of station car park to those attending the Repair Cafe operated at St Nicholas and St Faith Church A further Murder Mystery Event promoted and well attended in February Continued partnership working with Trackside Cafe ensuring the waiting room and accessible facilities remain open CC hiring Isambard House Jan-Feb for English lessons for Afghan refugees	4	2	2	3	4
		Bring in additional investment by offering a focal meeting point at the Station and in close proximity to Fore Street	Improved marketing and promotion Collaborate with local businesses and attractions	Utilise social media platforms and the Town Council website to promote Isambard House facilities and refurbishment Support and promote vistor attractions such as the Heritage Centre and Trails, Mary Newmans Cottage and Elliot Store Service Delivery clearing the beds and cutting back hedging to make the area neat and tidy at Saltash station Collaboration with key stakeholders to deliver an event for Rail 200 (early planning stage)	2	1	1	2	2


Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Station Sub Committee



- Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area
- Bring in additional investment by offering a focal meeting point at the Station and in close proximity to Fore Street

Strategic Priority 2 - Health and Wellbeing		Aims of the Station Sub Committee
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	The Station Property Sub Committee recognised strategic priority 2 - Health and Wellbeing did not fit within the remit (Terms of Reference) of the sub committee

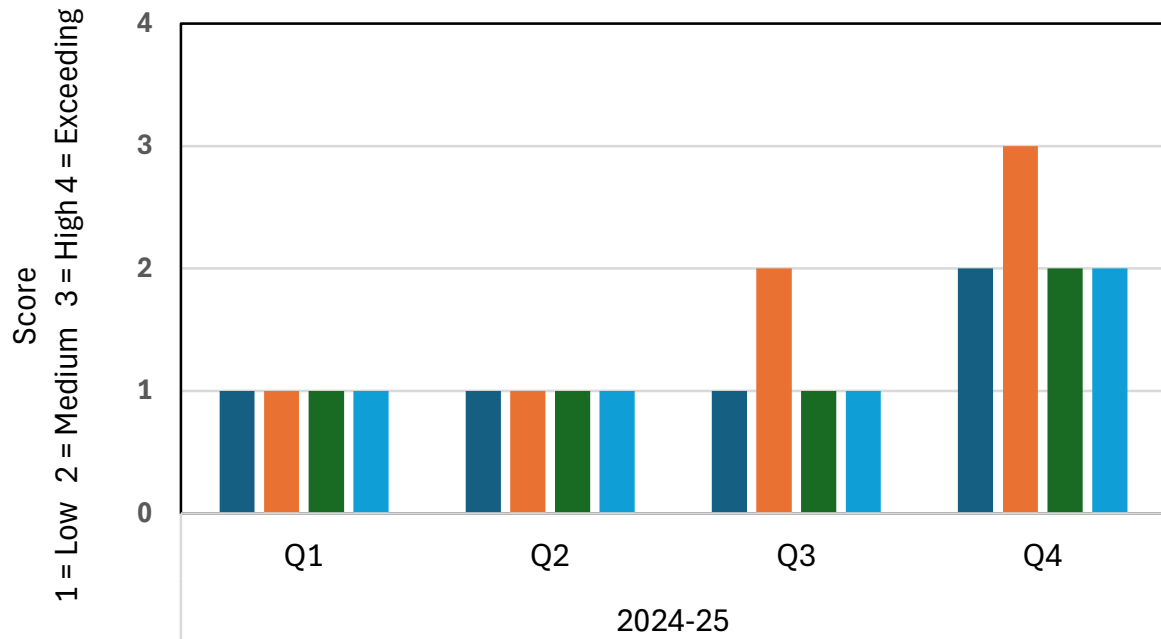
Strategic Priority 3 - Housing		Aims of the Station Sub Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Station Sub Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the committee

Strategic Priority 4 - Travel and Transport		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area	Enhance wayfinding Promote sustainable travel options Improved infrastructure to create a welcoming and vibrant Station building and surroundings Work with key stakeholders for future funding opportunities for future improvements	Install clear and directional signage to the Town Centre and local attractions inclusive of sustainable travel options Encourage the use of Beryl bikes, Saltash Red Bus and the Saltash ferry by promotion Secure a Service Level Agreement with GWR and work in partnership with local voluntary organisations, together both enhance the green areas ensuring the station is a welcoming, attractive and bright place to visit Working in partnership with Town Team to install improved wayfinding in Fore Street Continued Social Media advertisements	2	1	1	1	2
		Saltash Station is a key transport hub to the town	Improved train connectivity to neighbouring towns and cities Improved train accessibility at Saltash Station Ensure Saltash station provides sustainable travel options connecting users and visitors to the Town Centre and further afield Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan on guidance to sustainable transport Request install of Beryl bikes at the station building Request Saltash Red Bus stops at the station building to coincide with train arrival/departures Advocate for improved train timetable Increase train stops at Saltash Station Working in partnership with key stakeholders, such as, Local MP, Cornwall Councillors, Network Rail, GWR, to achieve actions STC endorsed the draft 'case for better rail services' and support the 'Saltash platform train interface improvements' to work with train operating companies to bring both reports to fruition over the coming years Funding bid submitted against GWR Customer and Community Improvement Fund - FTC held 6.2.25 Minute nr 350/24/25 Supported response to Peninsular Transport Strategic Implementation Plan - FTC 378/24/25 The Mayor raised accessibility awareness on Spotlight - Feb 2025 workingn with local residents	3	1	1	2	3
		Embark on a community project for the installation of further connectivity by installing EV Charging Points, Beryl Bikes and Solar Car Ports and Roof within the Station car park	Install EV Charging Points in the Station Car Park Beryl bikes to be available for use at the station building	Investigate and implement where possible EV charging points at Saltash station Improved car park facilities - invest in the car park resurfacing and safety to improve the levels for users to access Work in partnership to install Beryl bikes for community and visitor use Research solar car ports and roof for Isambard House car park Resurface the car park to improve access for users Beryl Bikes remain at Isambard House following a recent review of the service Funding bid submitted for solar PV.	2	1	1	1	2
		Continue to support and promote the towns 450 local bus service providing better connectivity	Work in partnership with Saltash Red Bus Secure an additional stop / improved route to Saltash station building	Promote the 450 services via the Town Council website, social media platforms and press releases Offer a stall at the Library Hub and Meet your Cllr Sessions to promote the bus service Bus times - Transport for Cornwall which covers six operators displayed in the leaflet rack at Trackside Cafe Assistance provided to Red Bus regarding funding opportunities	2	1	1	1	2


Business Plan

Strategic Priority 4 - Travel and Transport

Aims of the Station Sub Committee



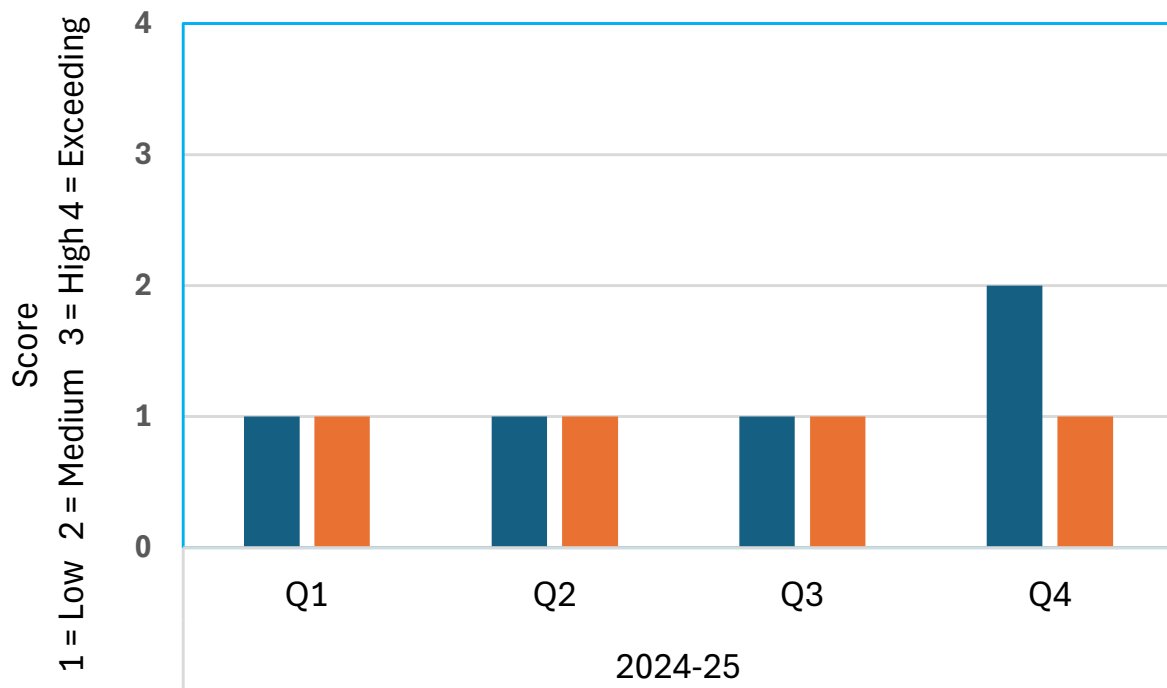
- Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area
- Saltash Station is a key transport hub to the town
- Embark on a community project for the installation of further connectivity by installing EV Charging Points, Beryl Bikes and Solar Car Ports and Roof within the Station car park
- Continue to support and promote the towns 450 local bus service providing better connectivity

Strategic Priority 5 - Climate Emergency		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To continue to support external groups with free use of Isambard House (in line with the Hire Policy) where their purpose is climate change and environmental matters	<p>Hold successful community climate change events throughout the year</p> <p>Support the free use of Isambard House for Climate Change initiatives, workshops and community information</p>	<p>Review the Town Council's existing Hire Policy and ensure that the criteria for free use clarifies support for groups involved in climate change and environmental matters.</p> <p>Reach out to climate change and environmental organisations to promote support and use of facilities at Isambard House.</p> <p>Provided SEA free use of Isambard House to host a film night - climate scam</p>	2	1	1	1	2
		To lead by example by Isambard House being well insulated when refurbished with further investments to install Solar PV and Water Systems to assist in reducing energy bills and Co2 emissions	<p>Invest and install Solar PV</p> <p>Invest and install solar water systems</p> <p>Reduction in energy bills and Co2 emissions</p> <p>Saltash Neighbourhood Development Plan</p>	<p>Refer to the Saltash Neighbourhood Development Plan for guidance on efficient buildings and low-carbon heating</p> <p>Assess the needs and goals the Town Council wish to achieve with installing solar PV and water systems</p> <p>Research the types of solar PV and water systems that may be suitable to the needs and goals</p> <p>Assess site suitability</p> <p>Monitor and assess energy bills and Co2 emissions</p> <p>The sale of slate tiles from the fixtures of the original building (Isambard House) to be used by a member of the public on a project. Recycling rather than sending to landfill</p>	1	1	1	1	1

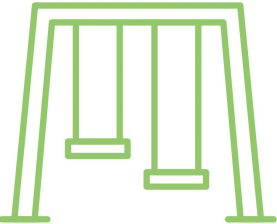
Business Plan

Strategic Priority 5 - Climate Emergency

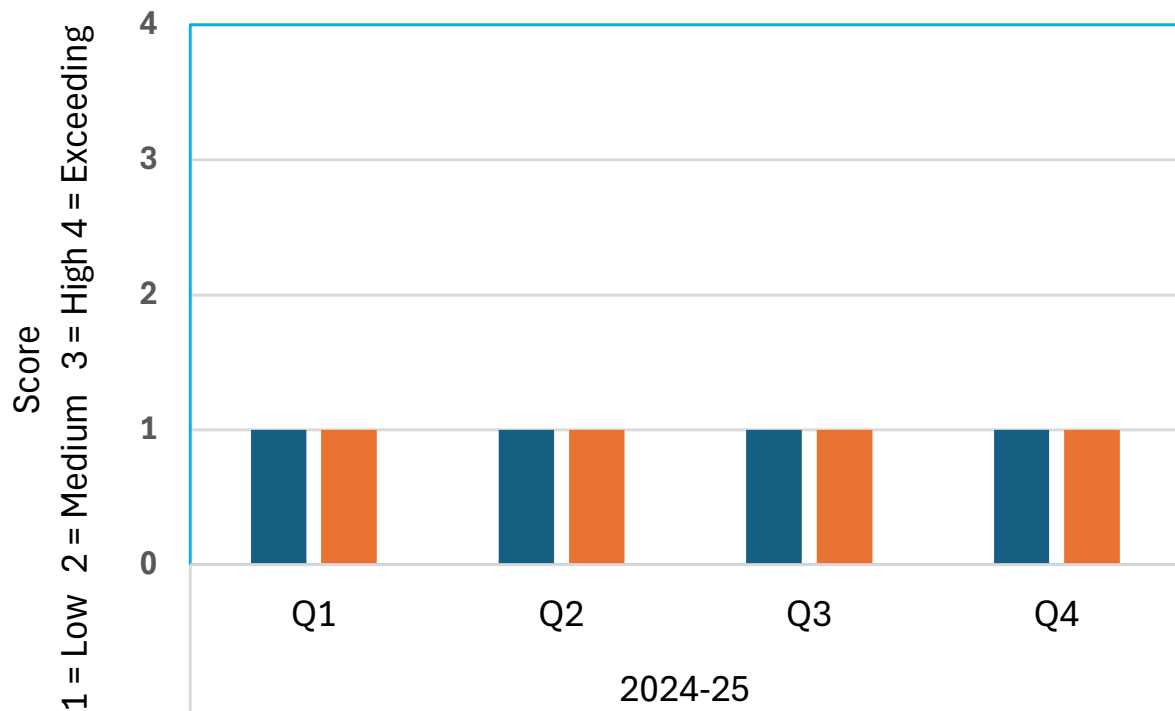
Aims of the Station Sub Committee



- To continue to support external groups with free use of Isambard House (in line with the Hire Policy) where their purpose is climate change and environmental matters
- To lead by example by Isambard House being well insulated when refurbished with further investments to install Solar PV and Water Systems to assist in reducing energy bills and Co2 emissions

Strategic Priority 6 - Recreation and Leisure		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	Increase cultural activity by providing a restored historical building (Isambard House) to hold events offering low rates to hire the building	Increased cultural activities at Isambard House Increased event hire Improved promotion of the historical nature and restoration of Isambard House	Effective promotion and advertising of the station building and its restoration Host community events which are free or low-cost that offer an invitation to local residents to explore and enjoy the building Maintain an engaging website and social media profile with regular updates, photos, and event announcements Installed high end kitchen to improve the facility to hirers	1	1	1	1	1
		Create an annual events calendar to better utilise the building	A fully operational and cohesive events calendar Improved promotions and outreach and communications	Maintain an engaging website and social media profile with regular updates, photos, and event announcements Plan a mix of events incorporating historical holidays, community festivals and art exhibitions	1	1	1	1	1

Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Station Sub Committee



- Increase cultural activity by providing a restored historical building (Isambard House) to hold events offering low rates to hire the building
- Create an annual events calendar to better utilise the building

Appendix B - Activity Tracker

Activity Tracker

Below is a list of current tasks that have been completed in reference to engaging with the community, communications, and any funding work undertaken.

Please refer to the funding database for updates on funding status.

Activity	Owner	Completion date	Activity Type	Outcome/s
Met with Livewire to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Wednesday 2nd October	Community Engagement	Shared funding opportunities: KFC Funding/ Boardmasters Foundation/ Idlewild Trust / Trailblazer Fund
Met with Ashtorre Rock to discuss their projects/understand how to support them via funding opportunities found.	Freya Pretty	Wednesday 2nd October	Community Engagement	N/A
Met with Rachel Bullock/Heritage Saltash to discuss the history of Saltash.	Freya Pretty	Thursday 3rd October	Community Engagement	Helped develop an understanding of Saltash history for the Waterside development project.
Met with Core Community Centre to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Thursday 17th October	Community Engagement	Shared funding opportunities: Comic Relief - Groundwork
Met with PL12 to discuss their projects/understand how to support them via funding opportunities found.	Freya Pretty	Wednesday 23rd October	Community Engagement	Shared funding opportunities: The Clothworkers' Foundation
Met with the Methodist Church to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Thursday 24th October	Community Engagement	Shared funding opportunities: THE ALICE ELLEN COOPER-DEAN CHARITABLE FOUNDATION / National Grid funding / Comic Relief fund
Created social media posts that include weekly funding opportunities for the community to see and share.	Freya Pretty	Ongoing	Funding	This has increased engagement on STC social media accounts and received shares and tags for members who may be interested in the funding.
Met with the Library Community Hub Leader to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Tuesday 29th October	Community Engagement	Shared funding opportunities: Seedbed funding (awarded £500)
Met with the Senior Engagement Manager from the Lottery Heritage Fund to discuss potential project/funding at the Waterside/wider Saltash.	Freya Pretty	Thursday 31st October	Funding	Helpful information was provided and new contacts gained in reference to the Waterside Development project. The contacts include: Principal Historic Environment Officer from Cornwall Council + Team Senior Culture Officer from Cornwall Council + Team
Visited Trackside Café to understand how to support them via funding opportunities.	Freya Pretty	Wednesday 6th October	Community Engagement	Now providing social media support through the Project + Comms department.
Attended a live webinar for Salix Funding- regarding solar panel installation at Isambard House.	Freya Pretty	Thursday 7th October	Funding	STC is not eligible for this funding.
Met with the Senior Culture Officer from Cornwall Council to discuss potential project/funding at the Waterside/wider Saltash.	Freya Pretty	Monday 18th November	Funding	Their department visited Saltash for a tour of Saltash and Waterside, to gain further support in the development project at Waterside.
Networked meeting with the Senior Engagement Manager at First Light to discuss funding routes and build connections.	Freya Pretty	Thursday 28th November	Engagement/Funding	Helpful knowledge was gained and a new contact to support with possible funding avenues that he agreed to share with me as and when found.
Created a funding database to keep an up to date record of available funding opportunities. Link: https://saltashtc-my.sharepoint.com/:x/q/personal/freya_pretty_saltash_gov_uk/ETvQ684Z4U	Freya Pretty	Ongoing	Funding	This database is now available to view on sharepoint and eventually the STC website.
Created social media content regarding community projects - (christmas tree installation, war memorial benches, Trackside Cafe etc) and promoted them on our media channels.	Freya Pretty	Ongoing	Communications	Increased engagement on the STC social media pages.
Sent out the press release for the Honeysuckle and Grassmere Play Park opening, as well as produced social media content to promote it on our media channels.	Freya Pretty	Wednesday 30th October	Funding/Communications	Increased engagement on the STC social media pages.
Created a marketing strategy for promotion of the Town Team markets.	Freya Pretty	Tuesday 12th November	Communications	This strategy is being implemented to help promote the Saltash trials.
Met with Lindsay from Salt Art to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Wednesday 11th December	Engagement/Funding	N/A
Hosted a meeting with representatives from Cornwall Council's Historic and Cultural departments, and the Saltash Town Council Waterside working group, at Isambard House. This meeting included a tour of Saltash and the Waterside area, followed by presenting the proposed development plans to the group.	Freya Pretty	January 20th 2025	Community Engagement/Funding	This was a positive meeting, with support gained from all representatives regarding the Waterside development project for when it is moved forward.
Liaised with Sue Hooper to offer funding opportunities and community engagement around her current project 'We will meet again'.	Freya Pretty	Monday 15th February	Community Engagement	Connected Sue with local organisations that may be able to support the project. For example, the Core and Livewire.

Activity	Owner	Completion date	Activity Type	Outcome/s
Submitted x2 applications to GWR for their GWR Customer and Community Improvement Fund 2025/26.	Freya Pretty	January	Funding	STC were unsuccessful with these applications, however, the Regional Development Manager of GWR has connected with me offering other GWR resources and marketing support. This conversation is pending.
Took part in the Cornwall Council's webinar in reference to CLUP and CIF funding opportunities from the Good Growth program, and spoke with funding representatives to gain insight into how to develop strong applications.	Freya Pretty	Wednesday 12th February	Funding	Gained insight into developing strong applications.
Submitted x1 CLUP application for the Library developments, and x1 CLUP application for the Solar panel project at Isambard House.	Freya Pretty	Friday 28th February	Funding	Unsuccessful. Feedback: The applications were liked, however, the funding pot was small and oversubscribed for this year and the projects weren't seen as priority at this stage.
Developing x1 CIF application for the Waterside development feasibility study.	Freya Pretty	Ongoing	Funding	Awaiting a final quote to submit the application this week.
Sent funding opportunities to Saltash Rugby Football Club	Freya Pretty	Friday 4th April	Funding/Community Engagement	Ongoing conversations to help support their summer pitch project.
Met with the Communications manager from National Highways to discuss marketing support.	Freya Pretty	Thursday 3rd April	Communications	Monthly catch ups have been scheduled to discuss marketing support throughout the tunnel works.
Developed and implemented the Saltash Market Trials marketing strategy. The marketing strategy included creation of all posters, leaflets, banners, social media content, survey packs, and engaging with businesses to collaborate on promoting the events.	Freya Pretty	On-going until August 2025	Communications	Plymouth Boat Trips, Cremyll Ferry, Saltash Red Bus, and Visit Tamar Valley supported in promoting the events.
An economic database has been developed and will be regularly updated to support future funding applications with accurate, relevant data.	Freya Pretty	On-going	Funding	This economic database will strengthen funding applications by providing up-to-date data on key economic areas across Saltash.
Communicated National Highway content on social media channels.	Freya Pretty	On-going until works are complete	Communications	The content that is now being received through National Highways communications department will be shared as and when received, as well as assisting them in developing content that supports Saltash residents regarding alternative travel options.
Press Releases	Freya Pretty	On-going	Communications	Monitoring and producing press releases as and when received.
Created a draft of the Engagement weeks that are part of the overall fundraising strategy.	Freya Pretty	Wednesday 16th April	Funding/Community Engagement	An element of the fundraising strategy is the engagement weeks. This draft outlines the sign up process in more detail, as well as possible organisations that will be approached to take part. Additionally, examples of how to outreach to organisations and a draft marketing strategy is being created.

Appendix B - Funding Database

Projects funded

In progress of application

Research phase

Not relevant (currently)

Closed

Funding Opportunities

This spreadsheet provides a database of available funding opportunities, including information on relevant projects that each funding source could support, along with associated deadlines. It also tracks previously reviewed funding options, highlighting their relevance to avoid duplicating research on opportunities that have already been considered.

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
A B Charitable Trust					The A B Charitable Trust is an independent grant-making organisation, founded in 1990 by Yves and Anne Bonavero to champion human dignity and support the most marginalised and excluded groups in the UK. The Trust has no endowment and is funded annually by the Bonavero family.	N/A (Closed)	31st January 2025/ 25th April 2025/25th July 2025		The A B Charitable Trust, an independent grant-making organisation	
Arts Council		Library			They are the national development agency for creativity and culture. They help people in every corner of the country to experience and benefit from creativity. They do this by investing in artists and organisations that make and deliver exceptional, inspirational work for communities.	Arts Organisations and Individuals:Creative Projects:Talent Development and Training:Research and Development:Cultural Projects: Educational Initiatives			https://www.artscouncil.org.uk/	Supporting libraries Arts Council England
Awards for All					Awards for All is part of the National Lottery Community Fund, offering small grants of £300 to £20,000 to support local community projects across the UK.	They can fund projects that'll do at least one of these things: . bring people together to build strong relationships in and across communities . improve the places and spaces that matter to communities . help more people to reach their potential, by supporting them at the earliest possible stage . support people, communities and organisations facing more demands and challenges because of the cost-of-living crisis.	Ongoing. Apply at least 16 weeks before starting the activities or spend any of the money.		National Lottery Awards for All England The National Lottery Community Fund	
Boardmasters Foundation		Livewire		Pending result	The Boardmasters Foundation is the charitable arm of the Boardmasters Festival, dedicated to supporting local communities in Cornwall.	It funds grassroots projects, environmental initiatives, and organisations that make a positive impact in the region. From youth programs to coastal conservation, the foundation focuses on giving back to the area that hosts the festival each year.			https://boardmasters.com/boardmasters-foundation/?utm_source=stack&utm_medium=email	
Clean Growth Fund + Net Zero					The Clean Growth Fund is a UK venture capital fund investing in early-stage, low-carbon technology companies that support the UK's transition to Net Zero.	Backed by both government and private investors, the fund helps scale innovations in clean energy, transport, waste, and more, driving sustainable economic growth and tackling climate change.				

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Clothworkers Foundation					The Clothworkers' Foundation is a UK grant-making charity that supports disadvantaged communities by funding capital projects across a wide range of sectors.	Established by the historic Clothworkers' Company, the foundation provides grants to charities and not-for-profit organisations to improve buildings, facilities, and essential equipment—helping those most in need lead better lives.			https://www.clothworkerfoundation.org.uk/	
Community Ownership Fund					The Community Ownership Fund is a UK government initiative that helps local communities take ownership of assets that are at risk of being lost—like pubs, parks, sports clubs, and community centres.				https://www.gov.uk/government/publications/community-ownership-fund-prospectus	
CO-OP Foundation		The Core			We believe co-operation is at the heart of strong communities and this makes us a different kind of funder. We work closely with communities, we listen and we learn. We unlock communities' power by focusing on those who have most at stake. We asked young people to shape our vision, and now we're co-operating with them and others to turn this into reality.				Home Co-op Foundation	
Cornwall Community Foundation		Police fund: Safer Saltash			Cornwall Community Foundation release multiple funding programs that are very relevant to Saltash, as we are based in Cornwall.				Cornwall Community Foundation	Police & Crime Commissioner's Community Grant
Cultural Development Fund		Library			The Cultural Development Fund is a UK government initiative managed by Arts Council England. It aims to unlock local growth and productivity, increase access to excellent creativity and culture, and regenerate communities through capital investment in transformative place-based creative and cultural initiatives.	It supports creative and cultural initiatives that boost local economies, attract visitors, and improve access to arts and heritage—helping places thrive through culture.			Cultural Development Fund: Round Four Arts Council England	
Esmi Fairbird Trust					The Esmée Fairbairn Foundation is one of the UK's largest independent grant-making charities, committed to improving the natural world, securing a fairer future, and strengthening community bonds across the UK. They focus on supporting organisations with innovative, impactful work that can drive long-term change.	Unrestricted and core funding: Including staff salaries and overheads. Project-specific grants: Typically ranging from £30,000 to £200,000, with most grants lasting 3 to 5 years. Social investments: Tailored financial instruments to support organisations addressing social needs. Capacity-building support: Through their Funding Plus programme, offering additional resources to enhance organisational impact.			Esmée Fairbairn Foundation	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Future Highstreet Fund		Town Vision/ Town Team			The aim of the Future High Streets Fund is to renew and reshape town centres and high streets in a way that drives growth, improves experience and ensures future sustainability. It will do this by providing co-funding to successful applicants to support transformative and structural changes to overcome challenges in their area.				Future High Streets Fund - GOV.UK	
Garfield Western					The Garfield Weston Foundation is one of the UK's largest independent grant-making charities, established in 1958. It supports a wide range of charitable activities across the UK, aiming to respond to where need is greatest.	The Foundation awards grants for capital, project, and revenue (core) costs to UK registered charities and Charitable Incorporated Organisations (CIOs). Grants typically range from £1,000 to several million pounds, depending on the charity's size and scope of work.			Home - Garfield Weston Foundation	
Neighbourhood Fund - Round 1 (Southwest Water)		Library			The Neighbourhood Fund is an annual initiative by South West Water aimed at supporting community groups and not-for-profit organisations in Devon, Cornwall, the Isles of Scilly, and Bournemouth. The fund focuses on projects that enhance physical activity, education, health and wellbeing, and positive environmental outcomes.	Projects that do the following: 1. Protect nature and the environment for the benefit of community health and well-being 2. Provide new opportunities for people to learn and develop 3. Assist local projects which bring communities together, virtually or physically – when safe to do so 4. Support the upkeep of local neighbourhood centres and facilities to keep communities strong				
Grow Nature Project Funding					The Grow Nature Project Funding is an initiative by Cornwall Council aimed at supporting local environmental projects that contribute to Cornwall's Environmental Growth Strategy 2015–2065. The funding is designed to help communities and organisations enhance their local natural environments through small-scale, impactful projects.	The Grow Nature Seed Fund offers up to £2,000 in match-funding for Crowdfunder projects that deliver clear and demonstrable benefits to the natural environment. Eligible projects include: cornwall.gov.uk Habitat creation and restoration Environmental improvements Coastal and marine initiatives Wildlife monitoring and training Pollution reduction efforts Heritage restoration Community engagement			Grow nature funding - Cornwall Council	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Help The Homeless		Wesley - Methodist Church	Homeless Support	Awaiting response	Help the Homeless is a UK-based grant-giving trust established in 1975, dedicated to assisting small charities that help homeless individuals reintegrate into society. The charity focuses on capital projects that facilitate long-term recovery and independence for homeless people.	Grant Amount: Up to £5,000 per application Eligible Organisations: Registered UK charities with an annual turnover of under £500,000 Project Focus: Capital projects for reintegration, such as refurbishment of accommodation facilities Purchase of furniture or equipment for training or residential centres Upgrades to facilities supporting skills development and rehabilitation			Applying for Funding — Help the Homeless	
Historic England					Historic England is the public body that helps people care for, enjoy, and celebrate England's spectacular historic environment. Its grant programmes support a wide range of projects aimed at preserving and enhancing historic sites, buildings, and landscapes.	Repair Grants for Heritage at Risk Heritage Protection Commissions and Capacity Building Regional Capacity Building Programme Grants for War Memorials Everyday Heritage Grants Acquisition Grants to Underwrite Repairs Notices Grants to Underwrite Urgent Works Notices Partnership Schemes in Conservation Areas			https://historicengland.org.uk/advice/grants/our-grant-schemes/	
JJ Charitable Trust					The JJ Charitable Trust is a UK-based grant-making trust focused on improving literacy outcomes for children and young people, particularly those with learning difficulties such as dyslexia. The trust's Literacy Small Grants Scheme supports organisations that provide targeted literacy interventions.	The Trust works with organisations to tackle deep rooted systems of education, economics and culture (values, beliefs and narratives) to help catalyse a fundamental paradigm shift towards a truly sustainable future. It supports social and community experimentation around regenerative and circular economies, and works with the Aurora Trust and Mark Leonard Trust on the Climate Change Collaboration.			The JJ Charitable Trust – The Sainsbury Family Charitable Trusts	
John Moores Foundation					John Moores Foundation is a registered charity, established in 1964, that gives money and support to local organisations doing charitable work.	They focus on funding projects based in Merseyside (including Skelmersdale, Halton, and Ellesmere Port) and Northern Ireland.	N/A		John Moores Foundation	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Levelling up Fund					The Levelling Up Fund is a UK government initiative aimed at investing in local infrastructure projects that have a visible impact and improve everyday life across the UK. With an initial commitment of £4.8 billion over the period from 2021 to 2026, the fund supports town centre and high street regeneration, local transport projects, and cultural and heritage assets.	Changes dependant on what program is chosen.			New levelling up and community investments - GOV.UK	
National Lottery Community Fund					The National Lottery Community Fund (TNL Community Fund) is the largest community funder in the UK, distributing over £500 million annually to support projects that help communities thrive.	Supporting communities to come together Promoting environmental sustainability Helping children and young people thrive Enabling people to live healthier lives			Home The National Lottery Community Fund	
National Rail Funding										
Quartet Community Foundation					The Quartet Community Foundation is a charitable organisation dedicated to supporting communities across the West of England. In 2023, it awarded over £5 million in grants to various charitable and community organisations. The foundation offers a range of grant programmes tailored to different sectors and needs.	Quartet Community Foundation supports a variety of causes, including but not limited to: Health & Wellbeing Young People Older People Environment Arts & Culture Education Community Development			Give to your community Quartet CF	
Railway Heritage Trust		Town Vision/ Town Team							Railway Heritage Trust 	
Seed Bed from Literature Works		Library	Writing competition	£500					Seed Bed - Literature Works	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Shared Prosperity Fund					The UK Shared Prosperity Fund (UKSPF) is a £2.6 billion government initiative designed to replace EU structural funds and support the UK government's Levelling Up agenda. It aims to boost productivity, pay, jobs, and living standards; spread opportunities and improve public services; restore a sense of community, local pride, and belonging; and empower local leaders and communities.	The UKSPF focuses on three key investment priorities: Communities and Place Supporting Local Business People and Skills			UK Shared Prosperity Fund: prospectus - GOV.UK	
Sport England									Home Uniting The Movement Sport England	
The Claire Milne Trust					The Clare Milne Trust is a UK-based charity dedicated to supporting individuals with disabilities in Devon and Cornwall. Established in 1999, the Trust provides grants to small, well-run registered charities and not-for-profit organisations that assist people with physical, sensory, learning, or mental health disabilities. With a preference for organisations with strong volunteer support and modest administrative costs, the Trust aims to enhance the quality of life for disabled individuals in these regions.	Capital Projects: Building works or major purchases Core Costs: Operational expenses Grant and Bursary Schemes: Funding for specific needs or activities Projects and Activities: Initiatives benefiting disabled individuals Salary Costs: Staff remuneration Training Costs: Development and capacity-building			The Clare Milne Trust - Grants for Disability Charities throughout Devon & Cornwall	
The David & Elaine Potter Foundation		Methodist Church				Improving policy, improving practices and pedagogy and testing new techniques and / or interventions. We favour grants directed at education in support of economic and social well-being, primarily in the UK and historically in South Africa.			Education - The David and Elaine Potter Foundation	
The Dulverton Trust					The Dulverton Trust is a UK-based charity that supports projects in areas such as youth opportunities, general welfare, conservation, and heritage preservation. It focuses on medium-sized charities with annual incomes between £200,000 and £3 million, primarily funding national or regional initiatives.	Youth Opportunities General Welfare Conservation Heritage Preservation International Development (specifically in Kenya and Uganda)			The Dulverton Trust - Independent Grant-Making Charity	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
The Foyle Foundation		Methodist Church			The Foyle Foundation is a UK charity that supports projects in the arts, education, and special educational needs and disabilities (SEND). It focuses on funding initiatives that promote learning, access to the arts, and community development. The foundation provides grants to both small and large charitable organisations, with a particular emphasis on projects that benefit the public and make a lasting impact on communities.	Arts Learning Special Educational Needs and Disabilities (SEND) Community Small Grants			The Foyle Foundation	
The Landfill Communities Fund					The Landfill Communities Fund is a UK-based funding scheme that supports community and environmental projects located near landfill sites. It enables landfill operators to donate part of their tax liability to local initiatives that improve public spaces, restore natural habitats, and protect historic sites. The fund aims to benefit communities affected by landfill operations by enhancing local environments and facilities.					
The National Lottery Heritage Fund		Property Maintenance (Waterside Project Sheds and Toilets)			The National Lottery Heritage Fund is the largest funder of the UK's heritage, distributing grants from £10,000 to £10 million to support projects that connect people and communities to their heritage. Since its establishment in 1994, it has awarded over £9.2 billion to more than 52,000 projects across the UK.	Nature Designed Landscapes Oral History Cultural Traditions Commemorations and Celebrations Historic Buildings and Monuments Community Archaeology Museums, Libraries, and Archives Acquiring New Objects Industrial, Maritime, and Transport			The National Lottery Heritage Fund: Home	
The Neighbourhood Fund - South West Water						They put aside £100,000 to help fund community groups which inspire physical activities, education, health and wellbeing, and positive environmental outcomes.				
Thirty Percy Foundation					The Thirty Percy Foundation is a UK-based philanthropic organisation established in 2018. It focuses on reimagining philanthropy by providing direct, unrestricted grants to individuals committed to creating systemic social and environmental change.				Thirty Percy - An independent foundation	
Towns and Cities Fund					The Towns and Cities Fund is a UK government initiative that supports the regeneration and revitalisation of towns and cities. It aims to deliver sustainable economic growth by funding projects that enhance infrastructure, connectivity, skills, and cultural assets.	Urban Regeneration Digital Connectivity Skills & Enterprise Transport & Connectivity Cultural & Heritage Projects			Towns Fund Website	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Wolfson Foundation					The Wolfson Foundation is an independent UK-based grant-making charity established in 1955. It supports and promotes excellence in education, science, health, heritage, and the arts through capital grants for infrastructure and equipment. The Foundation has awarded over £1 billion in grants to more than 14,000 projects across the UK.	Science & Medicine Health & Disability Education Heritage, Humanities & the Arts Public Engagement with Science			Funding	
THE ALICE ELLEN COOPER-DEAN CHARITABLE FOUNDATION		Methodist Church			The Alice Ellen Cooper-Dean Charitable Foundation is a UK-based charity that supports registered charities in Dorset, West Hampshire, and internationally. It funds a wide range of causes, including the relief of poverty, education, social disadvantage, and community welfare. The foundation also provides assistance to charitable projects that address sickness, distress, and disability.	Health Social disadvantage Education Community Amateur sport Disability Poverty relief			https://register-of-charities.charitycommission.gov.uk/en/charity-search/-/charity-details/273298/charity-overview	
The Kristina Martin Charitable Trust		The Community Shed (TCS)	Awaiting outcome from TCS	Awaiting outcome from TCS	The Kristina Martin Charitable Trust is a UK-based grant-making charity established in 1965 in memory of Kristina Martin. It supports small UK-registered charities (annual income under £1 million) focused on mental health and wellbeing, particularly in areas such as suicide prevention, care following bereavement, and the prevention of online bullying. The Trust operates nationally and internationally, funding projects that address these issues through innovative and evidence-based approaches.	Mental Health and Wellbeing Suicide Prevention Prevention of Online Bullying Care Following Bereavement				
GWR Customer and Community Improvement Fund 2025/26		Station Property	x1 - Promotional Leaflet x1 - Railway Exhibition	STC were unsuccessful with these applications, however, the Regional Development Manager of GWR has connected with me offering other GWR resources and marketing support. This conversation is pending.	The GWR Customer and Community Improvement Fund 2025/26 is a grant programme by Great Western Railway aimed at supporting local, community-focused rail improvements across its network. The fund supports a wide range of projects, including station enhancements, integrated transport initiatives, educational programmes, biodiversity projects, and arts or heritage schemes. The key requirement is that the projects benefit both the community and the railway.	The GWR Customer and Community Improvement Fund supports small and medium-sized projects: Benefit customers Increase rail travel Encourage carbon reduction Connect communities, people, and places Support economic growth Promote inclusion and diversity Support careers in rail or increase awareness and experience of public transport and rail safety	N/A			

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
CLUP Funding (Good growth program)		Station Property Library	x1 - Library toilets x1 - Solar Panel (Isambard House)	Unsuccessful: The applications were liked, however, the funding pot was small and oversubscribed for this year and the projects weren't seen as priority at this stage.	The CLUP Funding (Good Growth Program) is a funding initiative designed to support projects that contribute to sustainable urban development and community well-being. It focuses on initiatives that promote economic growth, social inclusion, and environmental sustainability within urban areas. The programme aims to empower communities and enhance the quality of life through strategic investments.	Tackle deprivation and strengthen communities Develop civic infrastructure Back small businesses Secure and create workspace Deliver significant outputs and outcomes Support Good Growth principles	28th February 2025			
CIF Funding (Good growth program)		Property Maintenance	x1 Waterside feasibility study for sheds and toilets (in progress)	Pending	The CIF Funding (Good Growth Program) is a funding scheme that supports capital projects aimed at improving infrastructure and facilities within communities. It prioritises projects that address significant condition needs, such as health and safety issues, building compliance, and buildings in poor condition. The fund also supports a small number of expansion projects for academies, sixth-form colleges, and voluntary-aided schools that can demonstrate a need to expand.	Feasibility studies Business plans Architects' drawings Concept plans Professional support to determine the concept of your project Community engagement programmes leading to the development of a wider project Small capital items that will result in the increase in community activity	Open until all funding has been allocated		https://www.cornwall.gov.uk/business-trading-and-licences/economic-development/community-capacity-fund/	

Appendix C

SALTASH ECONOMY DATABASE

Responsible Committee: P&F

Created by: Development and Engagement Manager

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Overview

Overview of Saltash, Cornwall

Saltash is a historic town in Southeast Cornwall, England, often referred to as "the Gateway to Cornwall," it is situated on the River Tamar, and sits directly across from the city of Plymouth. The town is renowned for its iconic bridges, the Tamar Bridge and the Royal Albert Bridge, both vital links between Cornwall and the rest of the UK.

Saltash boasts a rich heritage, with landmarks like Mary Newman's Cottage and Burrell House, as well as a vibrant community life supported by various festivals and events.

The town's strategic location offers excellent transport links, including a railway station with services to London and other major cities, as well as bus connections to surrounding areas.

The Economic Database: Supporting Future Funding Applications

The economic database will serve as a foundational tool to support Saltash Town Council's aspirations for sustainable development and prosperity, aiming to assist in strengthening funding applications moving forward.

1. Demographic Data

1.1 Population Size

Latest Census Population: 16,285

Male 7868

Female 8422

Saltash Town Council anticipates that with new housing developments, such as the 1,000-home Treledan project, the population could approach 20,000 by 2030 (Census, 2021).

Legal Partnership Status

Never married / never registered a civil partnership: 3,757

Married / registered civil partnership: 6,821

Separated, but still legally married or in registered civil partnership: 349

Divorced / civil partnership dissolved: 1,543

Widowed / surviving civil partnership partner: 1,042

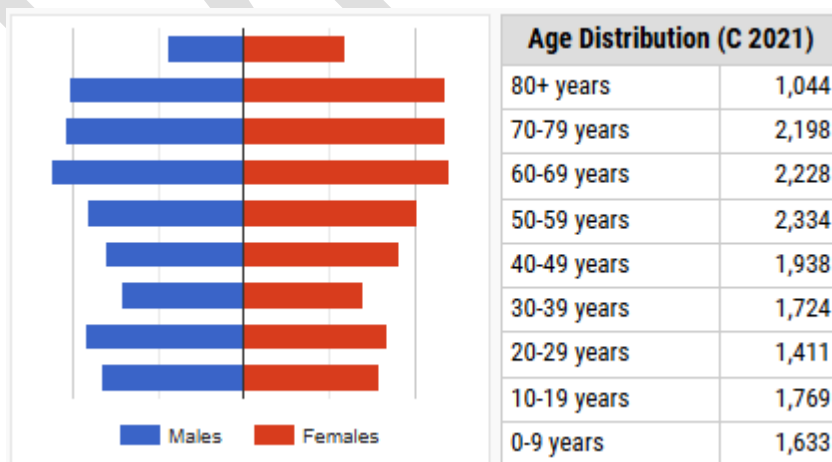
Ethnic Group

Mixed or Multiple ethnic groups: 167

White: 15,946

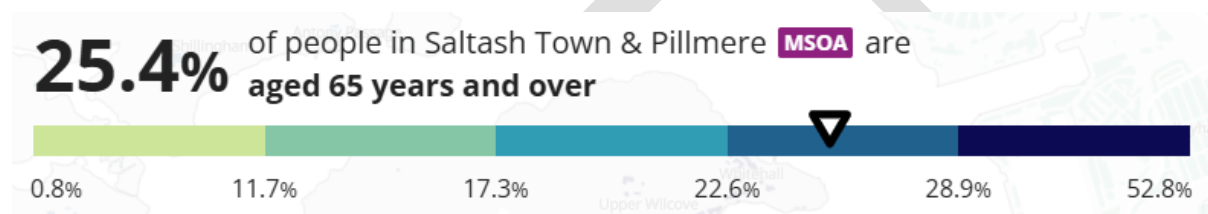
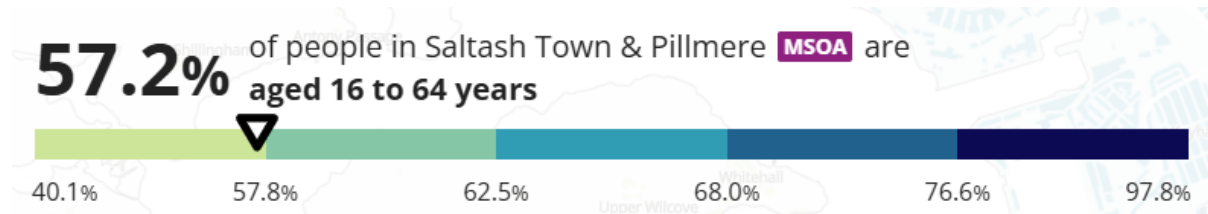
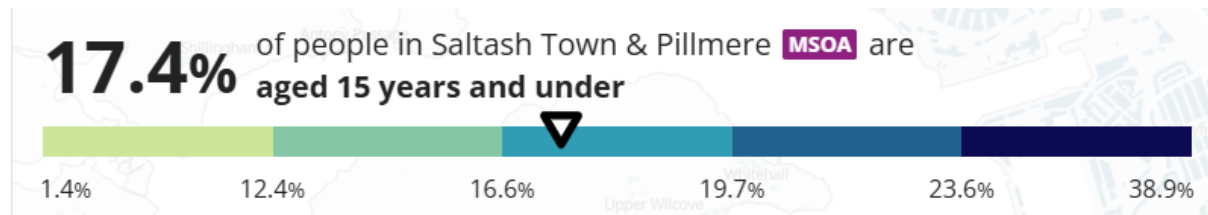
Other: 172

1.2 Age Distribution



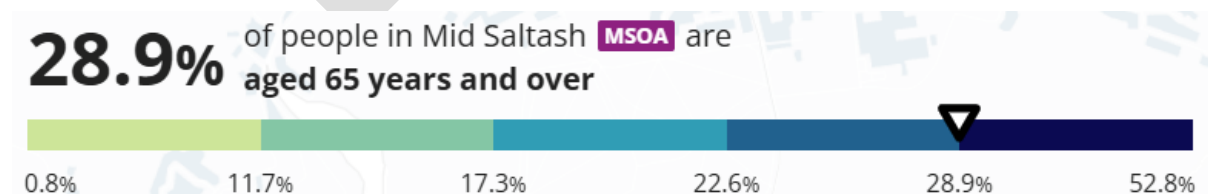
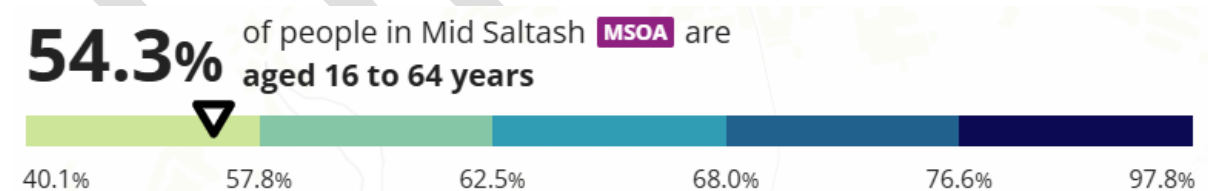
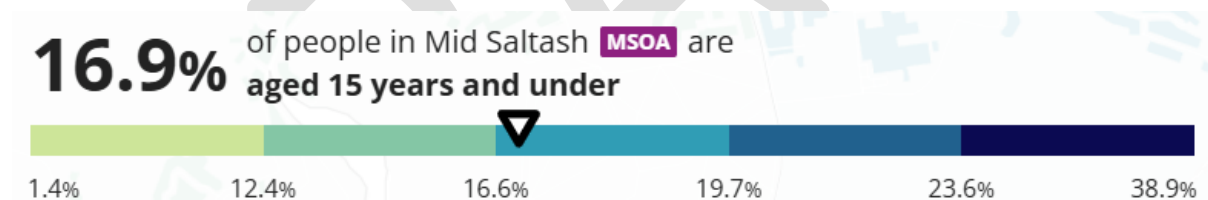
Age distribution by area

Saltash Town + Pillmere



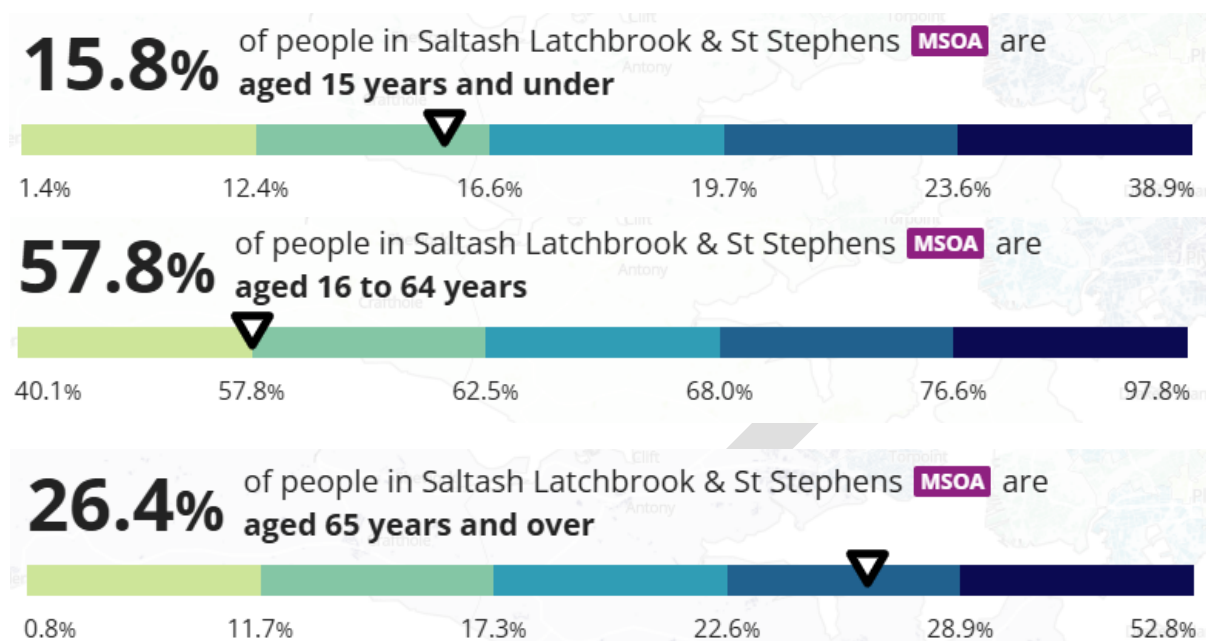
(Census, 2021)

Mid Saltash



(Census, 2021)

Saltash Latchbrook & St Stephens



(Census, 2021)

1.3 Household Information

One person household 2,136

One family household 4,763

Other 284

One person household

Over 65 1,177

Other 959

One family household

All over 65 3,748

Other 1,015

One family household

Married/Civil Partnership 2,256

Cohabiting Couple 750

Lone Parent 721

Other 21

Married or civil partnership couple

No children 928

Dependent Children 931

All children non-dependent 397

Cohabiting couple family

No children 380

Dependent children 309

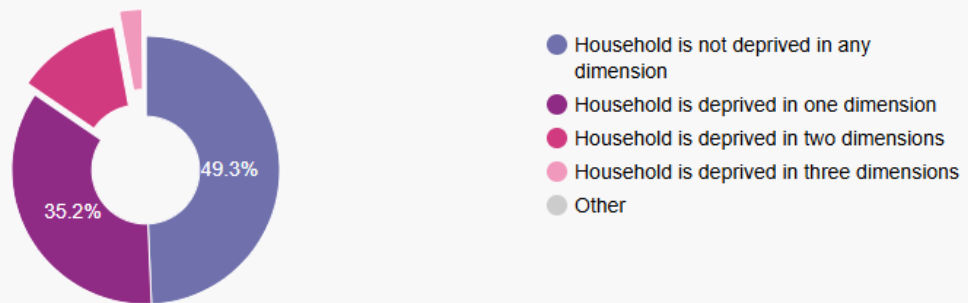
All children non-dependent 61

Lone parent family

Dependent children 469

All children non-dependent 252

Household deprivation



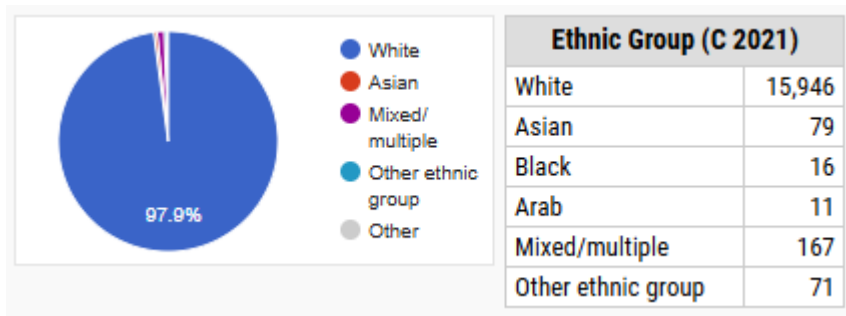
The 'household deprivation level' dataset provides Census 2021 estimates that classify usual households in Saltash Parish by four dimensions of deprivation: Employment, education, health and disability, and household overcrowding. The estimates are as at Census Day, 21 March 2021. Definition: The dimensions of deprivation used to classify households are indicators based on four selected household characteristics. Education: A household is classified as deprived in the education dimension if no one has at least level 2 education and no one aged 16 to 18 years is a full-time student. Employment: A household is classified as deprived in the employment dimension if any member, not a full-time student, is either unemployed or long-term sick. Health: A household is classified as deprived in the health dimension if any member is disabled. Housing: A household is classified as deprived in the housing dimension if the household's accommodation is either overcrowded, in a shared dwelling, or has no central heating.

1.4 Migration Data

From the 2021 Census, 1,175 of the current population migrated to Saltash from within the UK.

Data on migration trends, including internal migration and international immigration patterns (e.g., people moving to or from Saltash).

1.5 Ethnicity and Diversity



2. Labor Market Data

2.1 Unemployment Rate:

2.2 Labor Force Participation Rate: The proportion of working-age people who are employed or actively looking for work.

2.3 Occupational Breakdown: Employment by sector or job type (e.g., service industry, manufacturing, public sector).

2.4 Average Wages: Wage levels by sector or occupation within the town.

2.5 Skills and Education Levels: Percentage of the workforce with different education levels.

2.6 Job Vacancies: Data on available jobs in Saltash, including sectors with high demand.

3. Economic Indicators

3.1 Local Gross Value Added (GVA): The value of goods and services produced within Saltash, typically available through regional statistics.

3.2 Business Density: Number of businesses operating in the area, including the types of businesses (e.g., retail, manufacturing, tourism).

3.3 Average Income: Median or average income levels of residents.

3.4 Retail and Consumer Spending: Data on local consumer spending trends, including retail sales in Saltash and the surrounding area.

4. Housing Market Data

- 4.1 **House Prices:** Trends in house prices, including the average price of homes in Saltash.
- 4.2 **Rental Market:** Average rent prices, the number of rental properties available, and occupancy rates.
- 4.3 **Property Development:** New construction projects, including residential and commercial real estate developments.

5. Key Sectors of the Economy

- 5.1 **Tourism:** Economic impact of tourism on Saltash, including the number of visitors, types of attractions (e.g., the Tamar Bridge, historic sites), and spending in the area.
- 5.2 **Retail:** The size and diversity of Saltash's retail sector, including local shops, supermarkets, and retail parks.
- 5.3 **Agriculture:** Agricultural output in the surrounding rural areas.
- 5.4 **Manufacturing and Industry:** Data on local manufacturing, including key industries, employment, and production statistics.
- 5.5 **Transportation and Logistics:** The impact of transportation infrastructure (e.g., the A38 road, Tamar Bridge) on local businesses and trade.
- 5.6 **Public Services:** Government services, healthcare, education, and public sector employment in the town.

6. Business and Entrepreneurial Environment

- 6.1 **Business Startups:** Number of new businesses established annually in Saltash.
- 6.2 **Business Failures:** Rate of business closures or bankruptcies.
- 6.3 **Business Sectors:** Breakdown of business types (e.g., retail, hospitality, manufacturing, technology, and services).
- 6.4 **Support for Small Businesses:** Availability of local business support services such as incubators, business advisory services, or grants.

7. Infrastructure and Connectivity

- 7.1 **Transport Links:** Data on local transport infrastructure, including road, rail, and public transport services, and the impact on the economy.
- 7.2 **Telecommunications:** Availability and quality of broadband and mobile networks, affecting business operations.

7.3 Energy Supply: Availability and cost of utilities like electricity and water for local businesses and households.

8. Environmental Data

8.1 Green Spaces: Availability and use of parks, natural reserves, and public spaces, which can influence tourism and quality of life.

8.2 Environmental Sustainability: Data on energy use, waste management, recycling rates, and sustainability efforts in Saltash.

8.3 Flood Risk and Environmental Concerns: Information on environmental risks like flooding from the River Tamar or climate change effects, which can influence land use and infrastructure development.

9. Health and Education Data

9.1 Healthcare Services: Availability and quality of local healthcare services, including hospitals, GP surgeries, and health clinics.

9.2 Education Institutions: Data on local schools, colleges, and educational attainment levels.

9.3 Public Health Indicators: Health outcomes such as life expectancy, incidence of common diseases, or health-related challenges.

10. Regional Economic Impact

10.1 Tamar Bridge and Connectivity with Plymouth: Since Saltash is near Plymouth, it's essential to consider its economic relationship with the neighboring city, especially in terms of commuting patterns, cross-border trade, and shared industries.

10.2 Regional Economic Trends: Economic data on Cornwall and how Saltash fits within the broader regional context, including trends in tourism, agriculture, and manufacturing.

11. Crime and Safety Data

11.1 Crime Rates: Local crime statistics, including types of crimes (e.g., property crime, anti-social behavior, violent crime).

11.2 Community Safety: Data on local police presence, safety initiatives, and community policing programs.

12. Consumer Behaviour and Trends

12.1 Local Consumption Patterns: Data on purchasing habits, preferences for local products, and consumption trends.

12.2 Retail Trends: Information on retail changes, such as growth in e-commerce or changes in shopping habits due to local economic conditions.

Report to Town Vision Sub Committee April 2025

Report to: Town Vision Sub Committee

Date of Report: 11.04.2025

Officer Writing the Report: Senior Policy and Data Compliance Officer

Pursuant to:

[Town Vision Sub Committee held 24.10.2024 Minute number 36/24/25](#)

Report Summary

The requested amendments have been made to the Climate Strategy Project Impact Assessment Wheel.

Appendix A includes the Project Impact Assessment (PIA) Wheel from October, along with an updated version of the PIA results, which incorporate the requested changes following a rerun of the assessment.

Appendix B provides a further PIA for a Town Council project that has been completed since the previous Town Vision meeting held in January.

Signature of Officer:

Senior Policy and Data Compliance Officer

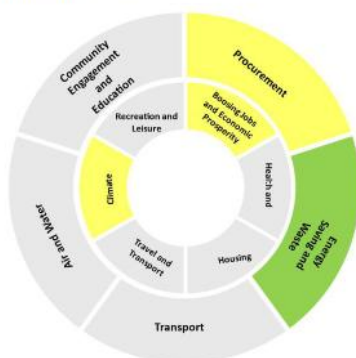
Appendix A

Figure 1 - Christmas Lights Original PIA Wheel 18.10.24

Climate Strategy – Project Impact Assessment

Project: Christmas Lights

Date of Assessment: 18.10.2024



How is the project scored?

The **outer ring** scores the project against the climate strategy impact.

1	Long lasting negative impact
2	Short term or limited negative impact
3	No known Impact
4	Short term or limited positive impact
5	Long lasting positive impact

The **inner ring** scores the project against the Business Plan Deliverables.

Low	1
Medium	2
High	3
Exceeding	4
Not applicable	0

Figure 2 - Christmas Lights Original PIA Wheel re-run 16.04.25 following changes to PIA Wheel

Climate Strategy – Project Impact Assessment

Project: Christmas Lights

Date of Assessment: 18.10.2024 (re-run following amendments to wheel)



How is the project scored?

The **outer ring** scores the project against the climate strategy impact.

1	Long lasting negative impact
2	Short term or limited negative impact
3	No known Impact
4	Short term or limited positive impact
5	Long lasting positive impact

The **inner ring** scores the project against the Business Plan Deliverables.

Low	1
Medium	2
High	3
Exceeding	4
Not applicable	0

Figure 3 – Library Refurbishment Original PIA Wheel 18.10.25



How is the project scored?

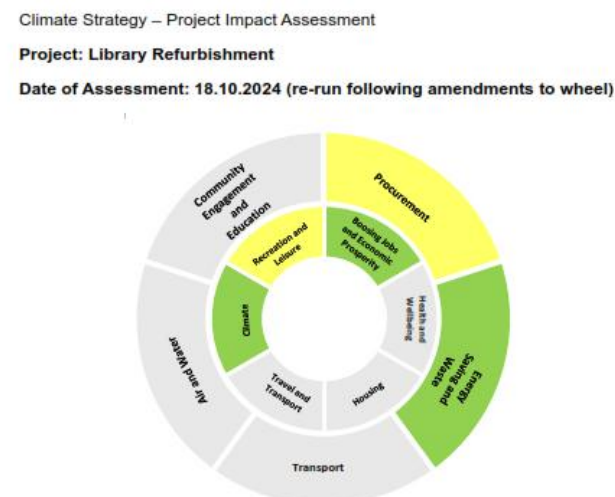
The **outer ring** scores the project against the climate strategy impact.

1	Long lasting negative impact
2	Short term or limited negative impact
3	No known impact
4	Short term or limited positive impact
5	Long lasting positive impact

The **inner ring** scores the project against the Business Plan Deliverables.

Low	1
Medium	2
High	3
Exceeding	4
Not applicable	0

Figure 4 – Library Refurbishment Original PIA Wheel re-run 16.04.25 following changes to PIA Wheel



How is the project scored?

The **outer ring** scores the project against the climate strategy impact.

1	Long lasting negative impact
2	Short term or limited negative impact
3	No known impact
4	Short term or limited positive impact
5	Long lasting positive impact

The **inner ring** scores the project against the Business Plan Deliverables.

Low	1
Medium	2
High	3
Exceeding	4
Not applicable	0

Figure 5 – Wilding and Wildflower Town Areas Original PIA Wheel 21.10.25

Climate Strategy – Project Impact Assessment

Project: Wilding and Wildflower Town Areas

Date of Assessment: 21.10.2024



How is the project scored?

The **outer ring** scores the project against the climate strategy impact.

1	Long lasting negative impact
2	Short term or limited negative impact
3	No known impact
4	Short term or limited positive impact
5	Long lasting positive impact

The **inner ring** scores the project against the Business Plan Deliverables.

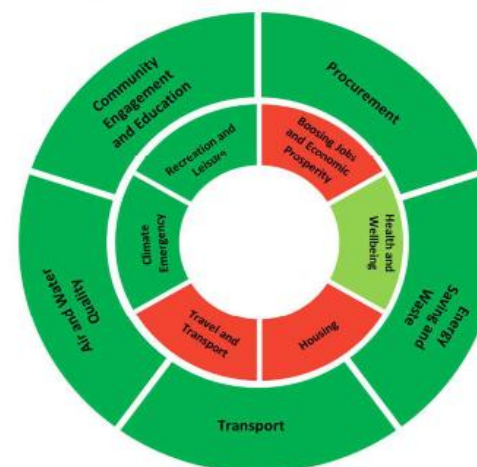
Low	1
Medium	2
High	3
Exceeding	4
Not applicable	0

Figure 6 – Wilding and Wildflower Town Areas PIA Wheel re-run 16.04.25 following changes to PIA Wheel

Climate Strategy – Project Impact Assessment

Project: Wilding and Wild Flower Town Areas rerun 042025

Date of Assessment: 21.10.2024



How is the project scored?

The **outer ring** scores the project against the climate strategy impact.

1	Long lasting negative impact
2	Short term or limited negative impact
3	Not applicable
4	Short term or limited positive impact
5	Long lasting positive impact

The **inner ring** scores the project against the Business Plan Deliverables.

Low	1
Medium	2
High	3
Exceeding	4
Not applicable	0