



Saltash Town Council

Konsel An Dre Essa



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

23 September 2025

Dear Councillor

I write to summon you to the meeting of **Station Property Sub Committee** to be held at the Isambard House on **Monday 29th September 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 via The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Please note if Councillors have any questions on the business to be transacted at this meeting the Clerk must be notified **no later than 12 noon the day before the meeting.**

Yours sincerely,

PP S Burrows
Town Clerk / RFO

To Councillors:

A Ashburn R Bickford (Vice-Chairman) J Brady R Bullock (Chairman) S Miller B Samuels P Samuels B Stoyel	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. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: 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.

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 Station Property Sub Committee Meeting held on 28 August 2025 as a true and correct record. (Pages 4 - 12)
6. To consider Risk Management reports as may be received.
7. To review the Station Property Sub Committee's Business Plan Deliverables for Quarter Three for the year 2025/26 and consider any actions and expenditure. (Page 13)
8. To receive the Station Property budget statement and consider any actions and associated expenditure. (Page 14)
9. To ratify the Final Account for Isambard House. (Pages 15 - 21)
(Pursuant to Station Property held on 28.08.25 minute nr. 18/25/26)
10. To receive a report on the covering of the flooring at Isambard House and consider any actions and associated expenditure. (Pages 22 - 29)
(Pursuant to Station Property held on 28.08.25 minute nr. 19/25/26)
11. To receive a report from the Railway200 Exhibition Working Group and consider any actions and associated expenditure. (Pages 30 - 34)
(Pursuant to FTC held on 5.06.25 minute nr. 92/25/26)

12. To receive an update on solar PV and consider any actions and associated expenditure.
(Pursuant to Station Property held on 28.08.25 minute nr. 16/25/26)
13. To set the Station Property Sub Committee Fees and Charges for the year 2026/27 recommending to the Services Committee. (Page 35)
14. To set the Station Property Sub Committee budget for the year 2026/27 recommending to the Services Committee. (Pages 36 - 37)
15. 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.
16. To consider any items referred from the main part of the agenda.
17. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
18. 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 Station Property Sub Committee held at Isambard House on Thursday 28th August 2025 at 6.30 pm

PRESENT: Councillors: A Ashburn, R Bickford (Vice-Chairman), J Brady, R Bullock (Chairman), S Miller, B Samuels, P Samuels and B Stoyel.

ALSO PRESENT: D Joyce (Assistant to the Town Clerk / Office Manager), L Mansfield (Mayor's Secretary / Receptionist).

APOLOGIES: None received.

1/25/26 TO ELECT A CHAIRMAN.

Councillor Bullock in the Chair to open the meeting and deliver agenda item 1.

It was proposed by Councillor Stoyel, seconded by Councillor B Samuels, to nominate Councillor Bullock.

No further nominations were received.

Following a vote it was **RESOLVED** to elect Councillor Bullock as Chairman.

Councillor Bullock in the Chair.

2/25/26 TO ELECT A VICE CHAIRMAN.

It was proposed by Councillor Bullock, seconded by Councillor P Samuels, to nominate Councillor Bickford.

No further nominations were received.

Following a vote it was **RESOLVED** to elect Councillor Bickford as Vice Chairman.

3/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.

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

4/25/26

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.

Councillor	Agenda Item	Pecuniary / Non-Pecuniary	Reason	Left the Meeting
B Samuels	18	Non-Pecuniary	Member of Saltash Rotary Club	Yes
P Samuels	18	Non-Pecuniary	Member of Saltash Rotary Club	Yes
Stoyel	18	Non-Pecuniary	Member of Saltash Rotary Club	Yes

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

None received.

5/25/26

QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.

None received.

6/25/26

TO RECEIVE AND APPROVE THE MINUTES OF THE STATION PROPERTY SUB COMMITTEE MEETING HELD ON 16 SEPTEMBER 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 Bullock and seconded by Councillor Miller and **RESOLVED** that the minutes of the Station Property Sub Committee held on 16 September 2024 were confirmed as a true and correct record.

7/25/26

TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

8/25/26 TO RECEIVE A RECOMMENDATION FROM TOWN VISION AND CONSIDER ANY ACTIONS.

Members agreed to take Town Visions recommendations together with agenda item 10c.

9/25/26 TO REVIEW THE STATION PROPERTY BUSINESS PLAN DELIVERABLES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE;

Members reviewed the Station Property deliverables as presented in the circulated report pack and agreed to consider each quarter en bloc.

Members also reviewed and considered the Town Vision recommendations, as outlined in the circulated reports pack.

a. Quarter Four for the year 2024/25;

b. Quarter One for the year 2025/26;

c. Quarter Two for the year 2025/26.

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

1. To approve the Town Clerk's scores for Quarter Four 2024/25 and Quarter One 2025/26;
2. To note the Town Vision Sub Committee's recommendation;
3. To delegate to the Town Clerk to score Quarter Two 2025/26.

10/25/26 TO RECEIVE THE STATION PROPERTY BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

11/25/26 TO RATIFY THE SALE OF TOWN COUNCIL SLATE SLABS LOCATED AT ISAMBARD HOUSE.

Members received the report detailing proceeds from the sale of slate in the recently refurbished car park.

It was proposed by Councillor Bickford, seconded by Councillor Stoyel and **RESOLVED** to ratify the sale of slate slabs at an income of £500+VAT allocated to budget code 4001 EMF income vired to 6473 EMF Station Building (Purchase and Capital Works).

12/25/26 TO RECEIVE A REPORT ON ISAMBARD HOUSE UTILITY COSTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members considered the report outlining the impact on annual utility costs associated with a café operator being in situ.

Members expressed their continued support for the café operator, recognising their role in facilitating the opening and closing of the waiting room and accessible public conveniences, in line with the Town Council's responsibilities as the building proprietor.

Members thanked the Finance Officer for the clarity and thoroughness of the report.

It was agreed that an annual report should be provided to enable ongoing monitoring.

It was **RESOLVED** to note.

13/25/26 TO RECEIVE A FINAL REPORT ON THE RESURFACING OF THE CAR PARK AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received the report, included within the circulated pack, outlining an additional cost associated with the car park resurfacing works requiring ratification.

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

1. To note the car park resurfacing has been completed;
2. To ratify the additional cost of £4,500+VAT for the groundworks carried out at the end of 2024, allocated to budget code 6473 SA EMF Station Building Purchase & Capital Works.

14/25/26

TO RECEIVE AN UPDATE ON TRACKSIDE CAFE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Councillors Bickford and Bullock provided a verbal summary of the report included in the circulated pack.

Members discussed various measures that could support Trackside Café in achieving financial sustainability over the winter period, including increased use of the outdoor space and access to the building's car park.

Members noted that limited building accessibility has affected patrons who may wish to use the café facilities.

Members also reviewed the proposed wording for a car park sign, as detailed in the report.

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

1. To approve the use of additional space inside and outside of the black railings (track side) plus purchase of additional outdoor tables and chairs both to increase seating capacity and better accommodate patrons at Trackside Café working within budget code 6473 EMF Station Building (Purchase and Capital);
2. To delegate authority to the Assistant to the Clerk, in consultation with the Chair and Vice Chair, to identify the most suitable solution for providing sun cover (e.g. umbrella or canopy) subject to approval from GWR and compliance with track regulations and health & safety requirements working within budget code 6473 EMF Station Building (Purchase and Capital);;
3. To approve a six-month trial period allowing Trackside Café patrons access to the car park during operational hours, in support of business operations;
4. To approve the installation of additional car park signage to discourage unauthorised parking and clearly communicate usage restrictions with approved wording as follows:

‘Parking is reserved exclusively for hirers of Isambard House and patrons of Trackside Café while using the facilities.

Unauthorised parking may result in your vehicle being locked in.’

5. To approve the car park sign allocating associated costs to budget code 6810 General Repairs and Maintenance;
6. To approve the Service Delivery Team to install a small blackboard advertising specials beneath the real-time information screen;

15/25/26 TO RECEIVE A REPORT ON THE USE OF ISAMBARD HOUSE CAR PARK AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received the request and report received from Councillor Miller regarding the use of Isambard House car park as detailed within the circulated report.

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

1. To note the request for Trackside Café patrons permitted use of the car park to improve accessibility and footfall had been considered under minute nr. 14/25/26;
2. To approve a six-month trial period allowing GWR general station maintenance team only access to the car park when visiting Saltash to undertake routine maintenance work at the station. The access does not apply to Network Rail / track-related works.

16/25/26 TO RECEIVE A REPORT ON SOLAR PV AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members received, reviewed, and discussed the draft Solar PV Specification, noting that further refinement is required to ensure the specification fully reflects both the current and future needs of the Station property prior to seeking quotations.

It was proposed by Councillor Bullock, seconded by Councillor Ashburn and **RESOLVED** to delegate to the Assistant to the Town Clerk, working with the Vice Chairman Councillor Bickford and Councillor Miller to continue to draft the Solar PV specification reporting back to a future Station Property meeting.

Councillors B Samuels, P Samuels and Stoyel declared an interest in the next agenda item and left the meeting.

17/25/26

**TO RECEIVE A REQUEST FROM SALTASH ROTARY CLUB AND
CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received the request from Rotary, as outlined in the circulated reports pack.

During the discussion, Members invited Councillor B. Samuels back into the room to provide further clarification. Councillor Samuels explained that recent issues had arisen with water supplies, including water butts being left open and not collecting water, as well as use by Network Rail/GWR staff. Despite being reported, these issues persisted during dry spells, prompting the request presented at this evening's meeting.

Councillor Samuels was then asked to leave the room to allow Members to continue their discussions.

The Assistant to the Town Clerk advised that the Service Delivery Department was currently operating at full capacity with Town Council grounds maintenance responsibilities and therefore could not provide additional support for watering during dry periods.

Members considered the most appropriate way to support Rotary in maintaining the floral displays located on the Cornwall side of the track.

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

1. To delegate to the Assistant to the Town Clerk working with Councillor Bickford, Rotary and GWR to explore sustainable water supplies and improved accessibility to existing water butts any associated cost to improve security or additional water butts are to be purchased within budget code 6814 SA Equipment Isambard House;
2. To request Service Delivery to provide assistance by refilling the water butts on the roadside of the station platform, only during dry weather, in line with the risk assessment and subject to permissions being received from GWR;
3. To approve Rotary's use of Isambard House car park for watering duties only when no other parking is available and strictly during the operational hours of the Trackside café.

Councillor B Samuels, P Samuels and Stoyel returned to the meeting.

18/25/26 TO RECEIVE AN UPDATE ON ISAMBARD HOUSE FINAL ACCOUNT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Councillor Bickford briefed Members on the report and advised that a recent verbal discussion had taken place with Cormac in which it was verbally confirmed during that conversation that approval had been given for a 50% split to be offered on the final account.

Members considered and discussed the offer.

It was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** to approve in principle the verbal final settlement offer subject to the Town Clerk receiving written confirmation from Cormac, circulated to all Members for final approval and ratified at a future Station Property meeting.

19/25/26 TO RECEIVE FLOORING QUOTES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Due to three quotes not being received in time for this evenings meeting there was no report for Members consideration.

It was proposed by Councillor Bullock, seconded by Councillor Bickford and **RESOLVED** to defer this item to a future Station Property meeting.

20/25/26 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.

21/25/26 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

22/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

23/25/26 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

None.

DATE OF NEXT MEETING

Monday 29 September 2025 at 6.30 pm

Rising at: 8.09 pm

Signed: _____
Chairman

Dated: _____

To review the Station Property Sub Committee's Business Plan Deliverables for Quarter Three for the year 2025/26 and consider any actions and expenditure

Report to: Station Property Sub Committee

Date of Report: 27.09.25

Officer Writing the Report: Town Clerk / RFO

Officers Recommendations

Members are asked to note that the Town Clerk has been unable to complete the Station Property Business Plan deliverables for Quarter Three. It is recommended that this item be deferred to a future Station Property Meeting for further consideration.

Members are asked to consider if there are any specific 'actions' they wish the Town Clerk to take into consideration when review the Deliverables.

Report Summary

Due to the volume of Town Council business and the need to prioritise urgent matters, the Town Clerk has temporarily set aside the Station Property Business Plan Deliverables. These will be revisited once immediate priorities have been addressed.

Apologies for any inconvenience caused.

Should Members wish the Town Clerk to consider any specific 'actions', please include these when setting a resolution.

End of Report

Town Clerk / RFO

Services Committee - Isambard House (Station Building) Budget 2025-26
Saltash Town Council
For the 5 Months ended 31 August 2025

Account	Prior Year 2024/25	Budget Including Virements 2025/26	Actual YTD 2025/26	Budget Available 2025/26
Isambard House Operating Income				
4301 SA Isambard House - Bookings	8,043	6,500	2,266	4,234
4302 SA Isambard House - Refreshment Income	130	120	312	(192)
Total Isambard House Operating Income	8,173	6,620	2,578	4,042
Isambard House Operating Expenditure				
6800 SA Rates - Isambard House	3,842	3,958	3,842	116
6801 SA Water Rates - Isambard House	693	714	(1,579)	2,293
6802 SA Gas - Isambard House	438	3,000	73	2,927
6803 SA Electricity - Isambard House	4,817	7,494	1,417	6,077
6804 SA Fire & Security Alarm - Isambard House	473	967	403	564
6808 SA Cleaning Materials & Equipment - Isambard House	1,026	1,350	716	634
6810 SA General Repairs & Maintenance - Isambard House	1,889	2,560	60	2,500
6813 SA Refreshments Costs - Isambard House	81	500	367	133
6814 SA Equipment - Isambard House	426	1,094	58	1,036
6818 SA Professional Costs - Isambard House	105	3,211	0	3,211
6821 SA IT & Office Costs - Isambard House	0	500	0	500
6822 SA Activities & Events	1,886	1,106	0	1,106
Total Operating Expenditure	15,676	26,454	5,358	21,096
Total Isambard House Operating Surplus/ (Deficit)	(7,503)	(19,834)	(2,780)	(17,054)
Isambard House EMF Expenditure				
6473 SA EMF Station Building (Purchase & Capital Works)	31,822	41,566	423	41,143
6870 SA EMF Isambard House Retention Fund	0	18,492	0	18,492
6871 SA EMF Tresorys Kernow Funding	35	562	0	562
6872 SA EMF Entertainment Licenses	0	2,132	0	2,132
Total Isambard House EMF Expenditure	31,857	62,752	423	62,329
Total Isambard House Expenditure (Operational & EMF)	47,533	89,206	5,781	83,425
Total Isambard House Budget Surplus/ (Deficit)	(39,360)	(82,586)	(3,203)	(79,383)

Key

Recommendation to reclassify **6818 SA Profeesional Fees - Isambard House** as an EMF code and rename to **6818 SA EMF Professional Fees - Isambard House**

Spending is on target as predicted at this point in the financial year

Spending is higher than anticipated and needs to be monitored closely

Budget is overspent - requires investigation and recommend virement

To ratify the Isambard House Final Account.

Report to: Station Property

Date of Report: 23.09.25

Officer Writing the Report: Town Clerk / RFO

Pursuant to: Station Property held on 28.08.25 minute nr. 18/25/26

Officers Recommendations

Members are asked to ratify the final account, as agreed in principle at the last Station Property Meeting and subsequently confirmed via email circulation, as follows:

- Members approved Cormac's final settlement offer, resulting in a remaining balance of **£8,625** payable by Saltash Town Council.
- This amount is to be allocated from budget code 6473 SA EMF Station Building (Purchase and Capital Works).

Bailey Partnership are currently finalising the final certificate for both parties.

Report Summary

At the Station Property Meeting held on 28 August 2025, Members received a verbal report confirming that Cormac had agreed to split the final account offer 50/50.

Members approved this offer in principle, subject to the Town Clerk receiving written confirmation from Cormac, which would then be circulated to all Members for final approval.

Written confirmation has since been received and circulated to Members, along with supporting detail provided to Bailey Partnership. Please refer to **Appendix A** for further information.

As part of the Town Clerk's due diligence, she consulted the Town Council's Building Surveyor—who had previously advised on the matter—to ensure the final account represents a reasonable and proportionate resolution. Please refer to **Appendix B** for further details.

Bailey Partnership were notified and proceed to finalise the account, providing all associated documentation to both the Town Council and Cormac for their records.

All costs related to the preparation and completion of the certificate have been accounted for within the payments made to date.

Budgets

Budget Availability: £18,492.00

Budget Codes: 6870 SA EMF Isambard House Retention Fund

Committed Spend: £8,625.00

Balance: £9,867

Signature of Officer:

Town Clerk / RFO

[Draft] Fw: *IMPORTANT* Saltash Town Council - Isambard House Final Account

From

Draft saved Sat 2025-09-27 15:16

From: Sinead Burrows <sinead.burrows@saltash.gov.uk>
Sent: Friday, September 05, 2025 07:18
To: i.newcombe@baileyp.co.uk <i.newcombe@baileyp.co.uk>
Subject: Fw: *IMPORTANT* Saltash Town Council - Isambard House Final Account

Good Morning Ian

I hope all is well with you.

I'm pleased to confirm that Saltash Town Council and Cormac have reached an amicable agreement regarding the final account. On that basis, I kindly ask that Bailey Partnership now proceed with completing the final account and any associated documentation, in line with the agreement detailed below.

I understand that this work is covered within the fees previously paid by the Town Council. However, if this is not the case, please advise before proceeding further.

Please note that I will be on leave from this evening, returning on 22 September. I am hopeful that this matter can continue to progress in my absence.

Many thanks

From: Sinead Burrows <sinead.burrows@saltash.gov.uk>
Sent: Friday, September 05, 2025 07:09
To: Jerry Cobb <Jerry.Cobb@cormacltd.co.uk>
Subject: Re: *IMPORTANT* Saltash Town Council - Isambard House Final Account

Good Morning Jerry

Thank you for your positive response — it is much appreciated.

I can confirm that the Station Property Sub Committee has resolved to approve, in principle, the verbal final settlement offer, subject to the Town Clerk receiving written confirmation from Cormac. This will then be circulated to Members for final approval.

On that basis, I can now confirm that Members have approved Cormac's final settlement offer, leaving Saltash Town Council with a remaining balance of **£8,625** payable to Cormac.

I will now inform Bailey Partnership to proceed with completing the final account and any associated paperwork with yourselves.

Please note that I will be on leave from this evening, returning on 22 September. I am hopeful that this matter can continue to progress in my absence so that we remain on track.

Many thanks

From: Jerry Cobb <Jerry.Cobb@cormacltd.co.uk>
Sent: Friday, August 29, 2025 17:43

To: Sinead Burrows <sinead.burrows@saltash.gov.uk>

Subject: RE: *IMPORTANT* Saltash Town Council - Isambard House Final Account

Information Classification: PUBLIC

Good afternoon Sinead,

Thank you for below and apologies for the delay in replying, I know a reply was requested yesterday.

Financially we would offer to meet at a 50:50 split. Cormac will agree to a final balance payable to Cormac of £8,625, leaving STC with the remaining balance of £8,625.

From the email below it would appear that the reasons for the crack are not clear. It is understood why the specification has been referred to but for the reasons below and the detail that as the slab is only just over the specified size we would not advise the screed is replaced.

In brief the floor is made up of 4 different layers, reinforced concrete, a layer of insulation, first screed layer, and then a final screed layer that encapsulates the floor heating pipes. Each layer is separated by a membrane. The fact there is a crack inducer beneath the crack in the floor is entirely coincidental and has not contributed the crack in the floor in any way. The specification and distances between the expansion gaps will make little difference if any to the crack appearing where it has.

Through extensive discussions, surveys and noted by my colleague from our structure division the crack has formed between the area the heating pipes 'return'. The heating pipes turn 90 degrees for 100 mm and the 90 degrees again. Where the crack has formed is between the two different heating zones, i.e. the small area where there is no heating pipe beneath it. Once the heating had completed a few cycles that was when the crack formed with the pipes in effect gripped the screed while cooling, pulling the screed from each side forming the crack. It may be that on the survey conducted by Mr Barron he did not have the advantage of viewing the bottom screed and visible heating pipes while the crack was open.

Above is only to highlight that the heating pipes need to be taken into account should a new screed floor solution be considered.

The staining to the tiles is noted, we did at the time spend several days applying and rubbing the affected areas with brick acid but we do accept the attempt was not successful as we would have liked.

Many thanks

Jerry

Jerry Cobb | Project Manager

Cormac Solutions Ltd | Cormac Infrastructure Operations.

jerry.cobb@cormacltd.co.uk | Mobile: 07484 937 744.

www.cormacltd.co.uk

CORMAC Head Office, Western Group Centre, Radnor Road, Scorrier, Cornwall. TR16 5EH



European Union
European Regional
Development Fund



From: Sinead Burrows <sinead.burrows@saltash.gov.uk>

Sent: 27 August 2025 16:19

To: Jerry Cobb <Jerry.Cobb@cormacltd.co.uk>

Cc: Sophie Phillips <Sophie.Phillips@cormacltd.co.uk>

Subject: Re: *IMPORTANT* Saltash Town Council - Isambard House Final Account

Importance: High

CAUTION: This is an **EXTERNAL** email which was sent from outside of Cornwall Council's network. Do not click links, open attachments, or reply unless you recognise the sender and know the content is safe. Do not provide any login or password details if requested.

Afternoon Jerry
Page 18

Hope all is well your end.

We remain without a final agreement between both parties, which continues to be frustrating and increasingly time-consuming from an officer perspective. I'm sure you would agree that this is becoming costly in terms of staff time.

A Station Property meeting is scheduled for tomorrow evening, during which this matter will be discussed further.

Advice from the Town Council's Building Surveyor indicates that the only appropriate resolution to address the unsightly floor cracking is to remove the affected section and lay a new floor with additional movement joints. While this would be disruptive to the Town Council and result in some discolouration of the area, it would also be financially significant for Cormac.



In light of this, Saltash Town Council considers its counteroffer of **£15,000** to be fair and reasonable. This would leave a final balance of **£2,250** payable to Cormac.

If this position is not favourable to Cormac, we would welcome your advice on how best to move forward amicably, in order to avoid further costs and delays for both parties.

Please note, this proposal does not include rectification of the staining to the roof tiles, which Saltash Town Council has no other option but to accept as is—although this is far from ideal.



Look forward to hearing from you at your earliest opportunity.

Many thanks



Sinead Burrows
Town Clerk / Responsible Finance Officer, Saltash Town Council

t: +44 1752 844846
e: sinead.burrows@saltash.gov.uk | w: www.saltash.gov.uk
a: The Guildhall, 12 Lower Fore Street, Saltash, PL12 6JX



SALTASH 2025 MARKET



Third Saturday of the month

**March to August**

**10am until 3pm**

**Fore Street Saltash**

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[Draft] Fw: *IMPORTANT* Saltash Town Council - Isambard House Final Account

From

Draft saved Sat 2025-09-27 15:21

From: James Barron <james@barronsurveying.co.uk>
Sent: Saturday, August 30, 2025 16:32
To: Sinead Burrows <sinead.burrows@saltash.gov.uk>
Subject: RE: *IMPORTANT* Saltash Town Council - Isambard House Final Account

Good afternoon Sinead,

I hope you are well and thank you for sending through the email chain.

This does seem to be a reasonable and proportionate resolution, given the time and cost spent in making the arguments to Cormac.

My opinion at this juncture is to support the settlement offer that is proposed and move forward.

With kind regards



James M Barron BSc (Hons), MRICS
Director



Tel: 01752 257064

62C Larkham Lane
Plympton
Plymouth
PL7 4PN

james@barronsurveying.co.uk
www.barronsurveying.co.uk



facebook.com/Barronsurveying

To receive a report on the covering of the flooring at Isambard House and consider any actions and associated expenditure.

Report to: Station Property

Date of Report: 23.09.25

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

Pursuant to: Pursuant to Station Property held on 28.08.25 minute nr. 19/25/26

Officers Recommendations

Members are asked to consider the advice from Cormac regarding the covering of the flooring at Isambard House (refer to the main part of the report summary) prior to proceeding with purchasing Forbo commercial flooring for the main space, waiting room and corridor leading to the extension.

Report Summary

Members agreed at the Station Property meeting held on 16 September 2024 that the flooring installation could not take place until the final account was agreed and finalised.

The final account has now been agreed between Cormac and Saltash Town Council.

In addition, Members are requested to give due consideration to Cormac's professional advice regarding the proposed floor covering – as follows:

It would appear that the reasons for the cracks are not clear. It is understood why the specification has been referred to but for the reasons below and the detail that as the slab is only just over the specified size we would not advise the screed is replaced.

In brief the floor is made up of 4 different layers, reinforced concrete, a layer of insulation, first screed layer, and then a final screed layer that encapsulates the floor heating pipes. Each layer is separated by a membrane. The fact there is a crack inducer beneath the crack in the floor is entirely coincidental and has not contributed the crack in the floor in any way. The specification and distances between the expansion gaps will make little difference if any to the crack appearing where it has.

Through extensive discussions, surveys and noted by my colleague from our structure division the crack has formed between the area the heating pipes 'return'. The heating pipes turn 90 degrees for 100 mm and the 90 degrees again. Where the crack has formed is between the two different heating zones, i.e. the small area where there is no heating pipe beneath it. Once the heating had completed a few cycles that was when the crack formed with the pipes in effect gripped the screed while cooling, pulling the screed from each side forming the crack. It may be that on the survey conducted by Mr Barron he did not have the advantage of viewing the bottom screed and visible heating pipes while the crack was open.

Above is only to highlight that the heating pipes need to be taken into account should a new screed floor solution be considered.

However, the Service Delivery Department continued to obtain three quotes (following the last Station Property instruction) for Forbo Commercial Flooring R11 concrete colour, to include screed if required to all areas, and installation of product to the main space, waiting room and corridor leading to the extension whilst the final account was agreed.

How Does This Meet the Business Plan?

Strategic priority 5 - Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area - Improved infrastructure to create a welcoming and vibrant Station building and surroundings.

Quotes Provided

- Company A: £5,133.20+VAT

Please note: Company A has declined to quote for Forbo Commercial Flooring R11 concrete colour to the main space due to the condition of the crack.

- Company B: £8,564.74+VAT
- Company C: £4,380.00+VAT
- Company D: TBC

Budgets

Budget Availability: £41,143.00

Budget Codes: 6473 SE EMF Station Building (Purchase & Capital Works)

Committed Spend: £1,075.60

Signature of Officer:

Office Manager / Assistant to the Town Clerk

Quotation No # LF57323
Quotation Date Aug 27, 2025
Valid Till Date Sep 11, 2025

Quotation For
Saltash Town Concil
Isambard House, C/O Guildhall, Saltash,
Saltash,
United Kingdom (UK) - PL12 6JQ

Item		Quantity	Rate	Amount
Main Area in Carpet Tiles				
1.	Total Contrast Commercial Tiles	115	£22.99	£2,643.85
2.	F3 Tackifier for Carpet Tiles	110	£1.1	£121.00
3.	Install	1	£640	£640.00
Sub total		226		£3,404.85
Coridor leading to Wcs and small Kitchen				
1.	R11 Concrete	8.6	£24.99	£214.91
2.	Ardex 2575 Adhesive	8.6	£3	£25.80
3.	Install	1	£120	£120.00
Sub total		18.2		£360.71
Cafe Seating Area				
1.	R11 Concrete	36	£24.99	£899.64
2.	Weld Rod Concrete Coil	1	£35	£35.00
3.	Ardex 2575 Adhesive	36	£3	£108.00
4.	Install	1	£325	£325.00
Sub total		74		£1,367.64

Total (GBP)	£5,133.20
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QUOTE COMPANY A

Good Morning

Thank you for inviting us to quote for the flooring at the above property and meeting Chris on Saturday.

The corridor at the end of the building and the waiting/cafe area would be ok to have the Forbo R11 product fitted in those areas.

Unfortunately we could not recommend that product in the main events area.

Two reasons - the crack in the flooring has not improved since we last saw it and there

has been a silicon type product installation attempt in the cracking which is already pulling from the edges.

This would indicate that the original screed is far too thin for that type of repair.

Secondly the crack is still moving and looks as though it is deteriorating the longer the area is left

exposed. If the R11 was fitted in that area it would need to have a gap left around the cracked areas

This option would look unsightly and unprofessional.

The only viable option to cover the floor in the main area would be a commercial carpet tile

of which are are many colours and designs available.

We have just done the Ashtorre Rock flooring with tiles and it looks superb.

We can quote on that basis if you wish

Kind regards

End

Company B

Our Reference; C25405

Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

27TH August 2025

For the attention of; -

Reference; - Isambard House, Saltash Railway Station

Thank you for your enquiry. I am writing to present our quotation for the following works.

Main Hall, Corridor & Cafe

Degreasing of existing floor surface with FBall C140 Cleaner.

Supply and installation of FBall P141 Primer to subfloor.

Supply and installation of 3mm Coat of Latex Smoothing Compound.

Supply and installation of 'Lobby' Entrance Matting x 2Nr.

Supply and installation of Forbo Surestep R11 Vinyl – Colour Concrete.

Supply and installation of 2Nr Double Door Threshold Trims.

Package Total £8,564.74 + VAT

Clarifications

- Areas to be cleared by others, prior to the commencement of works.
- Quotation based upon standard working hours 8-16.30 Monday – Friday.
- MDF Skirtings to be supplied and installed by others.
- Resin cracks can be repaired with Mapei Eporip. This shall be chargeable at £120.00.

Should you have any queries or require any further information, please do not hesitate to contact me.

Assuring you of my best endeavour's.

Surveyor & Estimator
Lang and Potter (Flooring) Ltd

Company C

QUOTE

Date
28 Aug 2025

Expiry
27 Sep 2025

Quote Number
QU-0877

Reference
Isambard House
Building

Item	Description	Quantity	Unit Price	VAT	Amount GBP
	To Prepare subfloor, screed and feather in mat wells if required, supply and fit Forbo Safestep Concrete R11 including all welds and mastic sealed. including removal of waste.	1.00	4,380.00	20%	4,380.00
NOTE: Our recommendation. We recommend using loose removable mats to eliminate any trip hazards this is not included in the quotation.					
Subtotal					4,380.00
TOTAL VAT 20%					876.00
TOTAL GBP					5,256.00

To receive an update on the Railway200 working group and consider any actions or associated expenditure

Report to: Station Property

Date of Report: 24/09/2025

Officer Writing the Report: Development and Engagement Manager

Pursuant to: Full Town Council – 15/04/2025 – Minute 92/25/26

Officers Recommendations

1. To ratify the total cost of £1,194.25 for delivery of the railway leaflet and Railway200 Event projects to be allocated to budget codes 6871 SA EMF Tresorys Kernow Funding and 6872 SA EMF Entertainment Licenses;
2. To approve the working group be disbanded with immediate effect due to the completion of the project;

Report Summary

At the Full Town Council meeting held on 15th April 2025, the Development and Engagement Manager was granted delegated authority to collaborate with the Railway200 Working Group to deliver both the Leaflet and Railway200 Event projects.

Both projects have now been successfully completed. The leaflet has been designed, printed, and distributed to Saltash residents from 3 October. Copies are also available at The Guildhall and the Saltash Town Council Library Hub. The final leaflet design can be found in Appendix A.

Below is a summary of the Railway200 events:

- | | |
|-----------------------|-------------------------|
| • Wednesday 24th Sept | Network Rail Talk |
| • Friday 26th Sept | Friday Night Quiz |
| • Saturday 27th Sept | Saturday Guest Speakers |
| • Sunday 28th Sept | Exhibition |

How Does This Meet the Business Plan?

The event and leaflet project's supports strategic priorities by promoting sustainable travel and transport through increased use of the railway, encouraging visitors to choose environmentally friendly travel options. At the same time, it boosts jobs and economic prosperity by driving footfall to local businesses, supporting independent enterprises like the Trackside Café, and enhancing Saltash's appeal as a heritage and tourism destination.

Budget Overview

Leaflet

Item Description	Unit Price	Total Cost
Leaflet design, print, and distribution	£1,000	£1,000 (+VAT)

Railway200 Events

Item Description	Unit Price	Total Cost
Play-Dou for the Railway200 Quiz night (one of the creative rounds)	£49.99	£62.75 (+VAT)
Train Set for the Exhibition	£7.46	
Crayons for the Exhibition	£1.06 (x5)	
Printed and framed photo for the winner of the Railway200 photography competition.	£39.50	
X3 vouchers for the winners of the photography competition	£10 £15 £25	£50
Quiz winners – Hamper of local Cornish items from Saltash High Street.	£42	£42
Total		£194.25

Budgets

6871-6871 SA EMF Tresorys Kernow Funding

6872-6872 SA EMF Entertainment Licenses

Signature of Officer:

Development and Engagement Manager

Saltash Station is unstaffed. You can buy your tickets:

- Buy from the train manager
- Online from various ticket sellers (e.g. GWR, Trainline, Spiritave)
- At your final destination

Make sure to ask for a ticket from Saltash.

Tap In, Tap Out

Coming soon.

Tap in and tap out at Saltash and other stations across Cornwall and Plymouth. The big benefit will be that single journeys will be much cheaper than at present. Watch out for announcements.

Delay Repay

If your journey is delayed by over 15 minutes, you may be entitled to a full or partial refund.

Toilets

The Trackside Café is a public waiting room with a public accessible toilet and baby change facilities.

These facilities are provided courtesy of Saltash Town Council and managed by the Trackside Café.

When the café is closed, the nearest alternatives are at:

- Alexandra Square
- Saltash Guildhall (accessible toilet) – hours vary

Both are just a few minutes walk away.

For work, pleasure, or education, you might find that the train works best for you. Depending on your destination, the train is often the cheapest and quickest way to commute.

Some trains call at smaller intermediate stations such as St Budeaux Ferry Road, Keyham, Dockyard, and Devonport.

Using Saltash Station

Saltash Station is situated not far from Saltash Town Centre – just a few minutes walk from the Co-op and Fore Street bus stops. Many people find that the best way to get to the station is on foot.

Parking

There is limited free on-street parking near the station. A Cornwall Council operated car park is available at Alexandra Square, just a 2-minute walk away.

For regular users of Cornwall Council car parks, consider the JustPark Wallet, which allows all-day parking for £2.23 per day (2025 prices).

Facilities

There are waiting shelters on both platforms, along with HelpPoints that offer travel information via a screen or a button that connects you to a real person. There are also Emergency buttons if required.

Both platforms have defibrillators nearby for emergency use.

Trackside Cafe, when open, is a public waiting room and accessible toilet. Free public Wi-fi is available at the station.

Using The Train From Saltash Station



Tracking Your Train

Many apps offer live information. There are also websites for live train data.



Groupsave

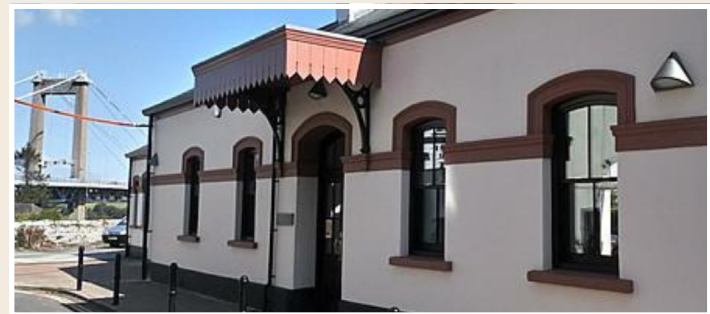
Groups of 3 people or more can get a one-third discount if they travel together.

Other Railcards

There are many railcards available:

- 16-25 Saver
- 16-25 Railcard
- 26-30 Railcard
- Friends and Family Railcard
- Disabled Persons Railcard
- Two Together Railcard
- Veterans Railcard
- Seniors Railcard

Have a look at the Railcard website for more details.



Isambard House

Named in honour of the great engineer Isambard Kingdom Brunel, Isambard House has been lovingly restored by Saltash Town Council as a multi purpose community and events space. Isambard House offers a versatile and stylish space with all the modern facilities you need, set within a building rich in railway heritage.

- Well equipped for private hire
- Ideal for meetings, workshops, and small events

- Accessible facilities
- A unique venue with historic charm

We are proud to offer this space to local groups, organisations, and individuals looking for somewhere truly special in the heart of Saltash. For bookings, opening times, and more information, visit: www.saltash.gov.uk enquiries@saltash.gov.uk

Isambard House Saltash PL124EB

Season Tickets

Season tickets are available in many forms — from one week to twelve months. There are also flexible day options. Season tickets offer unlimited travel between any two stations at any time of day.

You will need a photocard or Smartcard, which are issued free by GWR.

Weekly tickets can be bought on the train on the day of travel. Longer periods need to be bought in advance — online or at a station with a ticket office.



Trackside Cafe

Right beside the train platform, Trackside Café is the perfect place to relax, refuel, and enjoy some of the best views in town. Whether you're catching a train, exploring the town, or simply looking for a friendly spot to grab a coffee, Trackside Café is the place to be!

- Freshly brewed Cornish coffee and delicious homemade cakes
- Light bites and seasonal treats
- Indoor and outdoor seating

The café is also proud to support local suppliers and offers a warm, community focused atmosphere that reflects the spirit of Saltash. Trackside can provide catering for events taking place in Isambard House.

So Many Places to Visit

It's easy to explore Devon and Cornwall by train. Even the farthest points are likely to cost less than £15 for an off-peak day return.

Definitely consider getting a Devon and Cornwall Railcard to lower the cost even further.

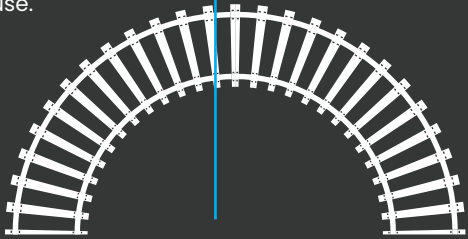
With many direct trains to and from London Paddington, the world is your oyster in terms of long-distance travel. Consider a national Railcard for these journeys.

Devon & Cornwall Railcard

- Save 1/3 on local journeys off-peak!
- Save 1/3 for a friend travelling with you
- Up to 4 kids for £2 each
- £13 a year

Saltash Rail Users Group (SRUG)

SRUG is an independent group that promotes train use and supports passengers using Saltash Station. If you have questions, feel free to contact them via their Facebook page or email: srugmail@icloud.com



LEFT

CENTRE

RIGHT

To receive an update on solar PV and consider any actions and associated expenditure.

Report to: Station Property

Date of Report: 29.09.25

Working Group / Cllr Writing the Report: Councillor Bickford

Working Group / Cllr Recommendations

To note the update and ratify the cost of £150+vat to appoint ACD Electrical Green-tech Ltd to complete, on behalf of the Town Council, a G99 Application to National Grid for the installation of 10.5kW Solar PV Hybrid Inverter & Battery Storage at Isambard House.

To consider appointing additional Members to the working group.

Report Summary

In order to correctly specify the installation at Isambard house, it has been identified that it is necessary to understand the full export capabilities from any system to the national grid.

The Development and Engagement Officer in previous communications with a local company had managed to obtain a specification and whilst talking with them, it became clear that the specification relied on knowing the export capability.

The local company in question were asked how we would obtain that export agreement and they offered to make a formal application based on the quote of £150. Should they get a contract in the future they would reduce the bill by £150.

I'm grateful that the Office Manager / Assistant to the Town Clerk approved this spend and we were able to submit the application last week. It is not known exactly how long that response will take but once we do have that number we can look more in detail at the potential specification for the solar panels and any battery storage.

Once we have the technical specification, we can combine this with the drafted specification and ask for three competitive quotes.

Councillor Ashburn has asked to join our working group and I would like to hope that we would all support that.

Signature of Cllr / Working Group Title:

Cllr Bickford



QUOTE

Saltash Town Council
Attention: Dawn Joyce
Saltash Town Council
12 Lower Fore Street
Saltash
Cornwall
PL12 6JX
GBR

Date
22 Sep 2025

Expiry
6 Oct 2025

Quote Number
GQ-0858

Reference
G99

VAT Number
426088686

ACD Electrical
Green-Tech Ltd.
4 Bridge Court
Kingsmill Road
Saltash
Cornwall
PL12 6LS

Isambard House - National Grid Application

Complete G99 Application to National Grid for the installation of 10.5kW Solar PV
Hybrid Inverter & Battery Storage at
Isambard House
Saltash Train Station
Saltash
Cornwall
PL12 4EB

Upon receiving the receipt of the application including amny export limitation scheme
(ELS) this will be forwarded on to the client.

Description	Quantity	Unit Price	VAT	Amount GBP
G99 Application	1.00	150.00	20%	150.00
Subtotal				150.00
TOTAL VAT 20%				30.00
TOTAL GBP				180.00

Terms

Quotations are valid for 14 days.

Payment terms are due within 14 days of invoice date.

Company registered in England & Wales - Registration Number: 14123564

Saltash Town Council Fees and Charges

Description	2025/26 Charge	2026/27 Proposed Charge Amendments Additions
Room Hire (VATable) Isambard House (Station) (Minimum 2 hour booking) Casual ph - weekdays, weekends and evenings (Community Rate) Casual ph - weekdays 9am - 5pm (Commercial Rate) Casual ph - weekends & evenings (Commercial Rate) 20% Discount for regular bookers evenings and weekends	Including VAT £10.00 £15.00 £30.00	Including VAT £10.00 £15.00 £30.00 Room Hire to be reviewed and agreed at committee meeting
Room Hire Art Exhibitons (VATable) Isambard House (Station) <u>Based on 6 hour day</u> Saltash Based Exhibitors Weekdays - per day + 10% commission of sales Weekends - per day + 10% commission of sales Non Saltash Based Exhibitors Weekdays - per day + 10% commission of sales Weekends - per day + 10% commission of sales	£36.00 £60.00 £48.00 £72.00	£36.00 £60.00 £48.00 £72.00
Room Hire Extras (VATable) Tea/coffee per cup with biscuits (Community) Tea/coffee per cup with biscuits (Commercial) Kitchen Light Use (e.g. kitchen thoroughly cleaned after use) Kitchen Heavy Use (e.g. requires cleaning after use)	£1.00 £1.00	£1.00 £1.00 £12.00 £24.00

Services Committee - Isambard House (Station Building) Budget 2025-26
Saltash Town Council
For the month to July 2025

Black text - budget assumptions
Red text - Further Actions (TBA)
Purple text - new codes
Blue text - recommend virements
Green text - recommendation from Property Maintenance

Account	Prior Year 2024/25	EMF Balances B/F 2024/25	Budget 2025/26	Actual YTD 2025/26	Budget Available 2025/26	Precept 2026/27	Notes	Budget 2027/28	Budget 2028/29	Budget 2029/30	Budget 20230/31
Isambard House Operating Income											
4301 SA Isambard House - Room Bookings	8,043	0	6,500	2,193	4,307	4,925	Based on current income - same as 2025/26 £,6500 to be split between room bookings £4,925 and new code for event ticket sales £1,575	5,112	5,306	5,508	5,717
4302 SA Isambard House - Refreshment Income	130	0	120	312	(192)	120	Same as 2025/26 budget. Note This year income includes £238 for one off event	125	130	135	140
4305 SA Isambard House - Event Ticket Sales						1,575	New code to split income between event ticket sales and room bookings. Based on 3 events, average 45 tickets each @ £14 incl VAT (breakeven point)	1,635	1,697	1,761	1,828
Total Isambard House Operating Income	8,173	0	6,620	2,505	4,115	6,620		6,872	7,133	7,404	7,685
Isambard House Operating Expenditure											
6800 SA Rates - Isambard House	3,842	0	3,958	3,842	116	4,108	Based on Actual 2025/26 + CPI (subject to Autumn budget statement on 26/11/2025)	4,264	4,426	4,594	4,769
6801 SA Water Rates - Isambard House	693	0	714	(1,579)	2,293	741	Current Budget + CPI	769	798	828	859
6802 SA Gas - Isambard House	438	0	3,000	73	2,927	650	Based on 3 year average spend (reduction of £2,650 from current budget)	675	701	728	756
6803 SA Electricity - Isambard House	4,817	0	7,494	1,417	6,077	6,000	Based on Prior Year which includes additional use for café (reduction of £1,494 from current budget)	6,228	6,465	6,711	6,966
6804 SA Fire & Security Alarm - Isambard House	473	0	967	403	564	1,004	Current Budget + CPI Note: Annual security cost £403	1,042	1,082	1,123	1,166
6808 SA Cleaning Materials & Equipment - Isambard House	1,026	0	1,350	716	634	1,350	Current Budget (no increase required based on 3 year average spend)	1,401	1,454	1,509	1,566
6810 SA General Repairs & Maintenance - Isambard House	1,889	0	2,560	49	2,511	2,000	Based on prior Year (reduction of £560 from current budget) Recommend virement to 6473 SA EMF Station Building (Building & Capital Works) for any surplus budget at YE 2025/26	2,076	2,155	2,237	2,322
6813 SA Refreshments Costs - Isambard House	81	0	500	367	133	519	Current Budget + CPI	539	559	580	602
6814 SA Equipment - Isambard House	426	0	1,094	58	1,036	1,094	Current Budget (no increase required based on 3 year average spend)	1,136	1,179	1,224	1,271
6818 SA Professional Costs - Isambard House	105	0	3,211	0	3,211	0	No requirement for precept budget	0	0	0	0
6821 SA IT & Office Costs - Isambard House (To be deleted)	0	0	500	0	500	0	No requirement for this budget - delete at Year End Recommend virement to 6873 SA EMF General Repairs & Maintenance for any surplus budget at YE 2025/26	0	0	0	0
6822 SA Activities & Events	1,886	0	1,106	0	1,106	1,575	Based on 3 events	1,635	1,697	1,761	1,828
Total Operating Expenditure	15,676	0	26,454	5,346	21,108	19,041		19,765	20,516	21,295	22,105
Total Isambard House Operating Surplus/ (Deficit)	(7,503)	0	(19,834)	(2,842)	(16,992)	(12,421)		(12,893)	(13,383)	(13,891)	(14,420)
Isambard House EMF Expenditure											
6473 SA EMF Station Building (Purchase & Capital Works)	31,822	37,366	0	423	36,943		Solar Panels and other projects	0	0	0	0
6870 SA EMF Isambard House Retention Fund	0	18,492	0	0	18,492		Settlement agreed for final balance to Cormac £8,625 Waiting for any additional fees from project consultant Recommend virement for any surplus budget to 6473 SA EMF Station Building (Purchase & Capital Works) Delete code when Cormac account has been finalised	0	0	0	0
6871 SA EMF Tresorys Kernow Funding	35	562	0	0	562		Committed Cost £562 for Railway 200 exhibition Delete code when all funds have been spent	0	0	0	0

Account	Prior Year 2024/25	EMF Balances B/F 2024/25	Budget 2025/26	Actual YTD 2025/26	Budget Available 2025/26	Precept 2026/27	Notes	Budget 2027/28	Budget 2028/29	Budget 2029/30	Budget 20230/31
6872 SA EMF Entertainment Licenses	0	2,132	0	0	2,132		Committed cost £1,000 Railway promotion leaflet	0	0	0	0
6873 SA EMF General Repairs & Maintenance	0	0	4,200	0	4,200	2,000	New code to split work from P&M planned repairs & maintenance P&M recommendation spend £2,000	2,000	2,000	0	0
Total Isambard House EMF Expenditure	31,857	58,552	4,200	423	62,329	2,000		2,000	2,000	0	0
Total Isambard House Expenditure (Operational & EMF)	47,533	58,552	30,654	5,770	83,436	21,041		21,765	22,516	21,295	22,105
Total Isambard House Budget Surplus/ (Deficit)	(39,360)	(58,552)	(24,034)	(3,265)	(79,321)	(14,421)		(14,893)	(15,383)	(13,891)	(14,420)
Estimated CPI 3.8% based on July 25 as reported by Office of National Statistics 20-08-25					Precept 2025/26	(24,034)					
					Precept 2026/26	(14,421)					
					Increase / (Decrease)	(9,613)					
					Difference as %	-12.2%					