

Public Document Pack

Saltash Town Team to be held on Monday 16 June 2025 and 5.30 pm at the Guildhall/ Virtually

Invitees: P Ryland (Chairman); C Bailey (CEPL12), S Baker (Chamber of Commerce (Reserve), R Bickford (CEPL12), P Cador (Cornwall Council), H Frank (Cornwall Council), K Johnson (Cornwall Council), M Richardson (Consultant), B Samuels (Saltash Town Council), B Stoyel (Saltash Town Council), C Thomson (Cornwall Council Community Link Officer) and L Wright (Administration Officer).

Agenda

1. To elect a Chairman
2. To review the Terms of Reference and consider any actions. 3 - 6
3. Apologies.
4. Health and Safety Announcements.
5. Public Questions - A 15-minute period when members of the public may ask questions of the Saltash Town Team.

Members of the public may ask questions of the Town Team by submitting in writing via email to enquiries@saltash.gov.uk or the Guildhall **no later than 48 hours prior to the start of the meeting**.

Responses to public questions will be dealt with at the discretion of the Chairman.
6. To receive the notes of the Town Team meeting held on 10 March 2025 is a true and correct record. 7 - 12
7. To receive the latest Town Team funding statement and consider any actions. 13 - 14
8. To receive a report on the markets, greening and wayfinding project and consider any actions and associated expenditure.
9. To consider stage two of the Fore Street Regeneration project and future funding opportunities considering any actions and associated expenditure. 15 - 97
10. To receive an update on the Saltash promotion project and consider any actions and associated expenditure.
11. To confirm future Town Team meeting dates 98
12. A.O.B
13. Date of Next Meeting: 11 August 2025 at 5.30pm

WORKING TOGETHER FOR OUR COMMUNITY



Terms of Reference Saltash Town Team

The aim of the Saltash Town Team is to provide co-ordination of development activity within the town centre; In doing so helping to improve the economic, social and environmental revitalisation of the town centre – making Saltash a better place to live, work, visit and enjoy.

Membership: Three Saltash Town Councillors (One of which to be the Chairman of Saltash Town Council Town Vision Sub Committee, Vice Chairman of Town Vision to be a substitute)

Three Cornwall Councillors (one from each division in Saltash)

Three Saltash Chamber of Commerce members (one Member to be a reserve substitute)

Three members CEPL12 (one Member to be a reserve substitute)

Advisory/non-voting members – STC Town Clerk and Cornwall Council Community Link Officer (when required)

This is the current list but additional members/officers could be asked to attend if a wider range of advice on a certain project might be required.

Quorum: Meetings will be postponed if:

50% or more of members indicate, prior to the meeting that they are unable to attend.

If one, or more, of the Membership organisations is not represented.

Decision Making: If voting on matters, Town Team will aim to reach consensus decisions, however, it will operate on the basis of one member one vote. In the case of a tie, the Chairman will hold a casting vote.

Chairmanship: The Chairman and Vice Chairman to be appointed annually – May to May.

In the absence of the Chairman ~~a Member of Town Team is to be appointed to Chair that meeting only.~~ The Vice Chairman will preside over the meeting and will occupy the Chair for that meeting only.

Commented [DJ1]: Amendments to the Chairmanship to include the annual election of a Vice Chairman, ensuring continuity of operations and additional support.

Frequency of Meetings: The Town Team will meet bi-monthly on the 2nd Monday of the month at 5.30pm, or as required.

Venue: The Guildhall / Virtual

Administration: Admin support for the group will be provided by Saltash Town Council.

Public Questions Members of the public may ask questions of the Town Team by submitting in writing via email to enquiries@saltash.gov.uk or the Guildhall no later than 48 hours prior to the start of the meeting.

Responses to public questions will be dealt with at the discretion of the Chairman.

Reports to: Saltash Town Council as the accountable body. All financial arrangements will be directed by the standing orders and financial regulations of the Town Council and when projects are requiring confirmation and support and financial overseeing.

Detailed Terms of Reference and Aims of the Saltash Town Team

1. To bring together stakeholders, private and public sectors in the town to work in partnership and to co-ordinate their activities towards a common goal.
2. To collate information to help inform decisions.
3. To formulate a shared understanding for carrying out improvements for the benefit of all stakeholders. As appropriate, to identify and prioritise projects to improve the economic, social and environmental revitalisation of the Town and for its long-term benefits.
4. To help co-ordinate and implement the activities of those who provide services within the town.
5. To seek and/or assist with funding of initiatives for the benefit of Saltash.
6. To work in accept and acknowledge there is a partnership, and actively strive for cohesion within all stakeholders, public and private sector all members of the team, working together for the benefits of the Saltash community.
7. To offer a forum whereby community groups, residents and private sector companies can seek advice/feedback on their emerging projects within Saltash. In addition, to engage with the community for the benefit thereof.
8. To provide a forum whereby Members of the group can help to ensure co-ordination between existing and emerging projects.
9. To give time or resources towards identified projects, and to establish task and finish groups, as appropriate.
10. To agree to use an innovative and professional approach for the benefit of Saltash.
11. To work in accordance with the principles of the Saltash Neighbourhood Plan.
12. The Members shall publicly support the Town Team in a positive way, and support funding applications
13. The Members shall help plan, review and refine activities based on their knowledge and expertise.

14. The Members shall listen to and respect the views of other members of the Town Team.
15. To publish all agendas and notes on the Town Council website to ensure community engagement and transparency is met at all times.
16. Securing investment to further the Town Team vision and in partnership with the strategic priorities of the Town Council as outlined in their Business Plan.
17. To continue to improve the profile of Saltash, 'the Gateway to Cornwall' creating a more prosperous, welcoming, green and attractive Town Centre for local people and visitors to enjoy
18. Working in partnership with other organisations, STT want to build on the town's strengths, address the weaknesses, realise new opportunities and mitigate any threats to the long-term prosperity of the Town Centre.

NOTES

Meeting:	Saltash Town Team - Guildhall
Date and Time:	Monday 10 March 2025 - 5.30 pm

Present:	Title/Representing:
C Bailey (CB)	CEPL12
R Bullock (RB)	Saltash Town Council
S Burrows (SB)	Town Clerk
H Frank (HF)	Cornwall Council
M Griffiths (MG)	Saltash Town Council
S Miller (SM)	Saltash Chamber of Commerce
J Peggs (JP)	Saltash Town Council
M Richardson (MR)	Consultant
P Ryland (PR)	Chairman - Satash Chamber of Commerce
L Wright (LW)	Administration Officer

Apologies for absence: R Bickford, S Lennox-Boyd, C Thomson and M Worth

Item	Key / Action Points:	Action by:
10	<u>Health and Safety Announcements.</u> The Chairman informed those present of the actions required in the event of a fire or emergency.	
11	<u>Apologies.</u> Apologies were received from R Bickford – CEPL12 and Cornwall Councillor Lennox-Boyd.	
12	<u>Public Questions - A 15-minute period when members of the public may ask questions of the Saltash Town Team.</u> None received.	
13	<u>To receive the notes of the Town Team meeting held on 13 January 2025 as a true and correct record.</u> Members confirmed the notes are a true and correct record of the meeting	
14	<u>To receive the latest Town Team funding statement and consider any actions.</u> The Chairman referred to the funding statement received and contained within the public report	

	pack. The Town Clerk confirmed that the accumulated costs showing on the previous statement were due to incomplete work related to the markets, greening and wayfinding project but now invoices have been received associated cost have been allocated displaying a zero balance for the Town Vitality, Town Accelerator Fund and Town Delivery Fund leaving a balance of £66,414.60 against the s106 funds. The Town Clerk confirmed the claim form will be submitted to Cornwall Council within the next few weeks. The Town Clerk informed Members that the trial data will be issued to the funder at the end of the market trial.	
15	<u>To receive a couple of options for a Town Team logo and consider any actions and associated expenditure.</u> The Chairman spoke of a Town Team logo to publicise and promote the work Town Team are undertaking for Saltash now and in the future. The Development and Engagement Manager designed two logos for Town Team consideration. Members discussed the suitability and design of both logos contained within the public report pack. Members discussed in detail various design ideas for option one. Cornwall Councillor Frank spoke of the Town Team leaflet and the appointment of a graphic designer who designed some good icons who may be able to assist with a logo that ties in with that. The Chairman confirmed to wait for the icons supplied by the graphic designer and collaborate with Development and Engagement Manager on their receipt, if needed. In the meantime, the Development and Engagement Manager would update option one slightly to include the word 'Saltash' and alter the design slightly using the Town Council colour palette. The Chairman asked to put it on hold for the next meeting - all Members agreed.	

	The Chairman thanked the Development and Engagement Manager for work undertaken so far.	
16	<u>To receive an update on the Town Centre Street Audit and Accessibility Review and consider any actions and associated expenditure.</u> The Chairman spoke of the Accessibility Review informing Members he had contacted Disability Cornwall who couldn't assist referring the Chairman elsewhere. The Chairman had put the review on hold until a further meeting with Will Glassup (highways) took place to resolve the health and safety issues in Fore Street – this is now taking place. The Accessibility Review will include accessibility to shops as well as general accessibility. The Chairman offered apologies for not informing the Members for putting the item on hold. The members discussed current work in progress within the Town Centre.	
17	<u>To receive an update on the markets, greening and wayfinding project and consider any actions and associated expenditure.</u> The Chairman confirmed that Market trials start on Saturday 15 March. The Chairman asked for an update from MR on the questionnaires for the trial. MR informed Members that the Development and Engagement Manager is visiting the businesses with the Chairman's welcome letter and survey to ensure they feel comfortable and happy with the process that they offered to be part of. MR intends to visit those business on the Saturday to reinforce the message that we value and appreciate their input. With approximately 12 or 13 businesses who have agreed to support covering the whole of Fore Street. This would provide statistics for moving forward.	

MR suggested it would be good to get the traders' perspective as well. MR will discuss with Diverse Events on Saturday about receiving trader feedback.

The Chairman informed members he would also contact Diverse Events, highlighting that the feedback would be invaluable.

Councillor Bullock asked if there was any update as members of the public had been questioning if there was a fruit and vegetable stall. The Chairman responded not yet, but possibly in the future.

The Chairman asked the Town Clerk to provide an update on appointing Meristem and finalising their contract. The Town Clerk referred to her latest email and instructions from the Chairman to confirm approval to the final proposal on behalf of Town Team.

Further to that, the Town Clerk asked for Members to consider the tree located outside the Brunel, the bench to be installed by the BT payphone and artwork to the furniture.

The Town Clerk spoke of no further updates from Cornwall Council regarding the removal of the tree outside the Brunel and believed it would be unlikely for Cornwall Council to approve

Members agreed to leave the tree and install a circular planter / bench around the tree.

Members agreed to not install a bench next to the BT payphone until it is clear what BT intentions are following Saltash Town Council's resolution.

The Town Clerk reminded Members of the project running total that is not fully accurate.

Members discussed design ideas for vinyl text and incorporating Cornish language to meet the funding criteria, keeping designs simple and clean so they stand out more.

Various options were presented promoting Saltash's heritage. MG suggested more future facing straplines for Saltash promoting welcoming statements.

	Members agreed with the following 3 straplines inclusive of the Cornish language underneath the English text: 1. Welcome to Saltash; 2. Saltash welcomes all; 3. Where Cornwall begins. Members agreed to replicate the text across the furniture.	
18	<u>A.O.B</u> The Chairman thanked Members of the Town Team and wished anyone standing for election luck in May. The Town Clerk confirmed the Communications and Engagement Officer would be present and advertising a Facebook live of the market stall setup and interviews with the traders. Photos will also be taken for future promotion. Members discussed deadline dates for the greening and wayfinding, road closures, and the possibility of additional stalls for future markets if the trials were successful. The Town Clerk confirmed the project is on target for installation and was sure a parking bay permit is available but would check. The Chairman confirmed he would catch up with Diverse Events regarding additional stalls. Councillor Frank highlighted to avoid 2 and 3 May for any installations because it is May Fair weekend.	

19	<u>Date of Next Meeting: 12 May 2025 at 5:30pm.</u> The Chairman informed Members that the next meeting date of 12 May is not suitable due to the elections held in May. The Town Clerk advised the Annual Meeting of Saltash Town Council is to be held on 15 May where it will become clear who the Town Vision Members are, however, a Town Vision meeting will need to be called to elect a Chairman and Vice Chairman which then feeds into the Town Team membership. The Chairman informed Members if there is a requirement for a meeting between now and the elections, for any reason, the Chairman will happily call a meeting otherwise a meeting will be called upon confirmation from the Town Clerk of the elected Town Vision Chairman and Vice Chairman.	
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Saltash Town Council
Town Vitality Expenditure Nominal 6281

TVF = Town Vitality Fund
TAF = Town Accelerator Fund (For markets)
TDF = Town Delivery Fund (Greening - Plants & Improved signage)

Date	PO No	Invoice No	Supplier	Description	TVF - Total £84k	TAF - £21k TDF - £30k Total - £51k	S106 £100k	
				Deadline for all grant to be spent		31/03/25		
				Funding from Cornwall Council	£84,000.00			
28/05/24				Funding from Cornwall Council (TAF)		£7,500.00		TAF Funding Payment Schedule
16/01/25				Funding from Cornwall Council (TAF)		£10,500.00		
28/04/22	N/A	Jnl No 34979	Internal STC	Admin Support 28.4.22	-£64.20			
07/10/22	5385	INVOICE JANUARY 2023	Mel Richardson Consultancy	Consultancy Work	-£2,100.00			£10,500 - Within a reasonable timeframe of signing the Grant Offer Letter (22-05-24)
30/06/22	N/A	Journal No. 38981	Internal STC	Admin Support - June 2022	-£56.18			£10,500 - Within a reasonable timeframe of delivery of all Grant outcomes
31/07/22	N/A	Journal No. 38984	Internal STC	Admin Support - July 2022	-£64.20			
30/09/22	N/A	Journal No. 38985	Internal STC	Admin Support - Aug/Sept 2022	-£228.57			
31/10/22	N/A	Journal No. 39313	Internal STC	Admin Support - October 2022	-£139.95			
30/11/22	N/A	Journal No. 39314	Internal STC	Admin Support - November 2022	-£110.90			Grant Outcomes
31/03/23	5726	3044 (3698-A)	Architecture by Studio Hive Ltd	Town Vitality Open Space Project Appointed Consultants March Payment - Architecture Studio Hive	-£11,478.33			1) Send to CC any relevant docs for project 2) Evidence of consultation with businesses and residents of Fore Street
28/04/23	5726	307 (3698-B)	Architecture by Studio Hive Ltd	Town Vitality Open Space Project Appointed Consultants April Payment - Architecture Studio Hive + Town Vitality Open Space Project Appointed Consultants - Additional charge for Hobs Reprographics printing of consultation posters for event key stake holder event held 27/04/2023	-£11,603.97			3) Evidence of delivery of trial markets and CC to be notified of these dates 4) Provision of evidence of expenditure and updates if requested by CC
28/05/23	5726	3049 (3698-C)	Architecture by Studio Hive Ltd	Town Vitality Open Space Project Appointed Consultants May Payment - Architecture Studio Hive	-£11,478.33			TDF Funding Payment Schedule
28/06/23	5726	3053 (3698-D)	Architecture by Studio Hive Ltd	Town Vitality Open Space Project Appointed Consultants June Payment - Architecture Studio Hive. Hobs Reprographics printing for consultation event 16th/17th June 2023 invoice S2015INV23060450	-£11,668.65			£7,500 - Within a reasonable timeframe upon signing the agreement dated 11th April 2024 £7,500 - Further payment in accordance with schedule 3 £15,000 - Within reasonable timeframe of provision of evidence of targets reached per schedule 3
28-Jul	5726	3055 (3698-E)	Architecture by Studio Hive Ltd	Town Vitality Open Space Project Appointed Consultants July Payment - Architecture Studio Hive	-£11,478.33			Schedule 3
30-Aug	5726	3058 (3698-F)	Architecture by Studio Hive Ltd	Town Vitality Open Space Project Appointed Consultants August Payment - Architecture Studio Hive	-£11,619.45			1) Provision of more detailed plans for intended public realm improvements to Fore Street, discussed and approved by Highways Team and agreed by CC. Second £7,500 to be paid within reasonable timeframe of agreement of detailed plans and endorsed by Highways Team 2) Further targets will be agreed between CC and STC once more detailed plans become available
19/06/23	5874	9RADYQT7T2 (4039-A), VKE4CQX7T2 (4039-B), NWCJ9RBT2 (4039-C)	Credit Card (Meta)	Facebook boost post for Town Vitality Public Consultation event on Friday 16th and 17th June	-£20.00			
13/07/23	5914	6356622604454127- 12783088 (4172)	Credit Card (Meta)	Credit Card Purchases - Facebook boost post for Town Vitality Public Consultation closing 14/7/23	-£25.00			
29/07/23	5951	6405641176218936- 12893337 (4183-A)	Credit Card (Meta)	Credit Card Purchases - Facebook boost post for Town Vitality Public Consultation closing 14/7/23	-£5.00			
16/07/23	N/A	CN-4962	Internal STC	Photocopying Fees - Photocopying Fees for Town Vitality	-£120.00			
08/06/23	5795	18831 (4143)	Saltash & District Observer	Saltash & District Observer - Town vitality Saltash District Observer notice advert. Approved by town team members Front page - 10 x 2 - £219 – (Carlton Plastics size).	-£219.00			
09/06/23	5615	INVOICE OCTOBER 2023	Mel Richardson Consultancy	2000 Saltash Leaflet A5 4/4,	-£165.00			
05/05/23	5615	INVOICE OCTOBER 2023	Mel Richardson Consultancy	2500 Saltash Leaflet A5 4/4	-£197.00			
12/10/23	5615	INVOICE OCTOBER 2023	Mel Richardson Consultancy	Project Management Support for Vitality Funded Open Space Project	-£2,500.00			
13/10/23	5726	3063	Architecture by Studio Hive Ltd	3 Hours Charged. & Neil Sansum's attendance at Council meeting 7th September 2023 - mileage	-£382.50			
20/12/23	6314	TDF1	Mel Richardson Consultancy	Appointment of consultant to prepare the Town Vitality Delivery Fund Application.	-£1,800.00			
18/03/24	6545	3077	Architecture by Studio Hive Ltd	Saltash Open Space Project: Next Steps	-£3,000.00			
03/04/24	6545	3078	Architecture by Studio Hive Ltd	Town Team Open Space Project – Next steps Graphic design work in relation to publicity material	-£250.00			
30/05/24	6563	Open Space February to May	Mel Richardson Consultancy	Open Space Next Stage Work – as per proposal submitted and including printing of 300 flyers.	-£3,225.44	-£574.56		Total invoiced £3,800
11/06/24	6782	CINV-089008	Cormac Contracting Ltd	Road safety audit report for the community open space project - Fore Street on behalf of Town Team		-£4,649.00		

Date	PO No	Invoice No	Supplier	Description	TVF - Total £84k	TAF - £21k TDF - £30k Total - £51k	S106 £100k	
24/10/24	7103	Open Space Delivery 2	Mel Richardson Consultancy	Town Vitality TDF and TAF Funding works - Open space for markets/improved greening		-£4,000.00		
15/01/25	7257	M010693	Diverse Events	To deliver the planning, delivery, onsite management and road closures for 6 Street Markets with 17 market traders at each under the TDF and TAF funded project.		-£11,414.84		
30/01/25	7353	TBC	Meristem Design Ltd	Design and installation of street furniture to include planters and signage		-£29,444.00	-£29,444.00	Total Invoiced £58,888
14/02/25	7394	TBC	Diverse Events	x4 Banners for promotion of the Saltash Market Trials - as requested by Town Team		-£134.00		
10/03/25	TBC	TBC	Urbanist	Support STC Town Team with Fore Street greening and Wayfinding project		-£783.60	-£4,141.40	Total invoiced £4,925
			SUB-TOTALS (RECEIVED INCOME LESS EXPENDITURE)		£0.00	-£33,000.00	-£33,585.40	
				SUMMARY				
					TVF	TAF & TDF	S106	
				Project Total	£84,000.00	£51,000.00	£100,000.00	
				Funding Received So Far	£84,000.00	£18,000.00	£0.00	
				Funding to be Received	£0.00	£33,000.00	£100,000.00	
				Total Expenditure	-£84,000.00	-£51,000.00	-£33,585.40	
				Balance Left to Spend	£0.00	£0.00	£66,414.60	

Fore Street Public Realm Project Overview

1 Title of Project

Fore Street Public Realm

2 Project Leads

Saltash Town Team (Peter Ryland, Chair)

Saltash Town Council (Sinead Burrow, Town Clerk and Responsible Finance Officer) – accountable body

3 Project Overview

The project to deliver a combination of the following on Fore Street as per the visuals:

a Planting/Signage/Wayfinding

- **Wayfinding/Interpretation including using Cornish Language**

Signs that complement existing finger posts hence black and gold – exact features to be signed still need to be decided. Location of the finger posts are indicated on the annotated map

- **Visual Impact where pavement is too narrow (living pillars)**

Living pillars to make streetscape more attractive where narrow pavements prevent installation of planters

- **Use of pillars from Morrisons down Fore Street for climbers/plants in planters with height**

Use pillars for some innovative planting to break up monotony of streetscape

- **Trees in planters with impact**

Allow for best visual impact by considering larger plants/trees in planters; will also save on extensive maintenance

b Markets Trial

The proposal is to run 6 markets on the third Saturday of each month during March to August 2025 (6 Saturdays) using the wide paved area outside Superdrug and The Original Factory Shop spilling out onto the top end of Belle Vue Road (needing road closure)

This proposal was agreed at Saltash Town Council and enables 17 market stalls to be part of the trial (without the Belle Vue road closure, only 7-10 market stalls would be able to be delivered which will not give the market the potential to make a strong impact).

Progress To Date

- Project agreed by Saltash Town Team
- Diverse Events, The Urbanists and Mel Richardson Consultancy have been appointed to provide professional advice
- Discussions have taken place with Cornwall Council Highways who are in principle happy with the proposals presented and will be regularly consulted as the project progresses
- Tender brief for the Planting, Signage and Wayfinding elements has been issued and is on contracts finder in line with Saltash Town Council's financial regulations - [Fore Street Public Realm Project](#). End date Friday 17th January 2025 with selection of the successful contractor by Friday 24th January 2025.
- Road closure applied for re markets trial and stall holders being appointed. Marketing including a markets leaflet is currently being prepared.
- Communications with all businesses will be undertaken face to face on Monday 13th January
- Public conversations and the distribution of a flyer

4 How much is being sought

£40,000 is being sought from S106 towards the 'greening' capital elements of the project.

5 Timeframe for expenditure

There is a current deadline on spending the TDF and Vitality Accelerator Funding by 31st March 2025 – the remaining funds of £41,776 will be spent on the appointment of the professional advisors and part payment towards the successful contractor.

The timetable is as follows:

Tender Brief to go out via Contracts Finder for signage/wayfinding, planting	Monday 22 nd December 2024
Deadline for tenders to be received	Friday 17 th January 2025
Selection of successful contractor	Thursday 23 rd January 2025
Successful contractor notified	By Monday 27 th January 2025
Contracts signed	by Friday 31 st January 2025
Works Commence on planting/signage	Monday 3 rd February 2025
Markets trial – first of 6 'market days' will be held	Saturday 15 th March 2025
All infrastructure installed	By 31 st May 2025
Markets	From March to end August (3 rd Sat in the month)
Evaluation	Continuous. Final evaluation Sept 2025

6 Description of project and overview of how the funds will be utilised

See Overview

7 Breakdown of costs

<u>Indicative Expenditure (some items may vary depending upon tenders received)</u>		
Contractor/Item	Detail	Cost Exc. VAT £
Diverse Events	Oversee Markets trial including sourcing market traders, road closures, stalls/gazebos and project management on each of the 6 Saturdays	£11,500
Saltash Town Council	Relocation of infrastructure to enable market stalls to be trialled in area outside Superdrug and Original Factory Shop	£1,000 Max
The Urbanists	Liaison with Highways, interaction with potential suppliers, technical support with tender, CAD drawings, site visit, monitoring	£4,925
Planters/Living Pillars	Planters/living pillars as per priorities on the visuals presented. Some planters may incorporate seating.	£30,000

	Further investigations need to take place on living pillars.	
Vertical Greening	Planters to soften the pillars from Bombshell to end of Fore Street	£8,000
Signage/Wayfinding	Exact signage style/interpretation to be agreed	£8,000
Plants and Small Trees	Exact planting to be agreed. Includes soil, bark etc	£10,000
Installation including any road closures	Potential for single lane closure requirement during installation	£4,000
Contingency		£4,351**
Total Cost		£81,776

Funding Income remaining (TDF/Vitality Accelerator)	£41,776
Expenditure as above	£81,776
Funding Gap (S106 Ask)	£40,000*

*The £40K 'ask' is to go towards the 'greening' capital elements of the project

** Note, the contingency is likely to be used once the tenders are received

8 Outcome(s)

As per the link with the S106 criteria, the Fore Street Public Realm project will lead to the following for Saltash:

- Improved profile – economically, socially and environmentally
- More welcoming, green, attractive town centre for locals and visitors with an improved trader environment
- More vibrant town centre increasing footfall and visitor spend
- More accessible and safer town centre

9 How the project meets the criteria of S106

The Fore Street Public Realm Project matches the S106 agreed document in the following ways:

- Fits with the vision – 'to improve the profile of Saltash, *the gateway to Cornwall* creating a more prosperous, welcoming, green and attractive town centre for local people and visitors to enjoy'
- Fits with the mission to improve the economic, social and environmental revitalisation of the Town Centre with the aim of making Saltash a better place to live, work, visit and enjoy.
- Fits with each of the 5 aims in the S106 document:
 1. Raise the profile of Saltash promoting the Town to residents and visitors
 2. Create a vibrant town centre increasing footfall and visitor spend
 3. Maximise the benefits of events to town centre traders
 4. Create a more accessible and safer town centre (signage)
 5. Improve the town's physical appearance and trading environment

10 Further permission(s) for this work, including planning permission

Cornwall Highways have been consulted on this project. It is not believed that any planning consent is required for this project. However, road closures are required for the market trials and have been applied for. Potentially, a part road closure may be required for installation of street furniture but this will be confirmed through liaison with Cornwall Highways, The Urbanists and appointed contractors.

11 Risks and mitigations

1. **Risk of project delays – medium** – intention to get tender out before Christmas for the wayfinding/'greening' elements so the project can start in February. Cornwall Council asked for an extension to the funding deadlines as it has become apparent that there is a long lead time to make and install the street furniture
2. **Risk of no tenders coming in or tenders that are over budget – medium** - quotes for different elements have already been received hence project budget is based on these allocations. If need be, some elements can be scaled back without compromising the project. It is known that there are appropriate suppliers who can supply and install
3. **Risk of not securing S106 – low** – project would have to be scaled back to such an extent that the impact would be minimised with limited outcomes
4. **Risk of not gaining necessary consents or permissions – medium** - project team is engaged with Cornwall Council highways re the project and in principle support has been given subject to further information and specs being provided. Road closures which need a long lead in time may be required during installation. Planning consents are being checked.



SALTASH COMMUNITY SPACE

A VIBRANT GREEN REALM
IN THE RETAIL HEART OF THE TOWN



© Architecture by Studio Hive Limited except where stated otherwise

Contact name	Neil Sansum
Title/Position of person applying on behalf of the company	Director of Architecture
Company name	Architecture by Studio HIVE
Company type and number	Limited, 12890177
Company address	Combe House, 33 Oakfield Road, Bristol, BS8 2AT
VAT Registration Number	380349784
Email address	neil.sansum@studio-hive.co.uk
Phone number	07834500919

Document History

Revision	Purpose Description	Authored	Checked	Authorised	Date
P1	Preliminary	IDM	IDM	NS	14/03/23
P2	Draft	TB	NS	NS	25/08/23
P3	Final	TB	NS	NS	31/08/23
P4	Final rev A	NS	NS	NS	01/09/23

Issue date: 31st August 2023

Project: 2301 - Saltash Community space

Please note
This document and its contents have been prepared and are intended solely as information for the Saltash project for Saltash Town Council.

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Parklets (Meanwhile use)

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Stakeholder & Public Consultation

Utilities Review

Cost Plan

INTRODUCTION

Architecture by Studio HIVE present this report to the Saltash Town Team which has been produced in order to determine the locations and feasibility of developing a green, multi-use community space in the retail heart of the town centre.

We have, together with our colleagues from The Urbanists, Avril Baker Consultancy (ABC) and Entran, carried out an assessment of possible sites in Saltash while taking into consideration several factors including location, size, land ownership accessibility, viability, and synergy with the towns retail centre.

While it is expected that the best solution is likely to be the identification of one large community space, the client is open to considering a few smaller spaces across the town linking the various areas of Saltash together and improving connectivity.

Community consultation is key to the success of this project which has been carried out by the Avril Baker Consultancy. As part of the process we have reviewed over 200 written responses to the recent Public Stakeholder consultation event which took place over two days in June 2023 and has continued on-line. Prior to this a stakeholder consultation event was also carried out for a targeted audience of local traders, business people and interested groups. The ABC report is presented as a separate document; a summary of findings is contained within this report.

Our purpose is to investigate the feasibility of creating a community space near the main retail area. Through a process of analysis, discussion and elimination, we have together with the Saltash Town Team identified a number of sites which might meet the brief in the creation of a vibrant green realm in the heart of the town.

The green multi-use space is expected to achieve the following:

- Enable regular markets to be held, driving footfall into the town-centre
- Enable events to be staged, promoting community cohesion, and supporting well-being and civic pride
- Offer enhanced facilities for outdoor relaxation
- Help establish a critical mass of activity to ensure the retail heart of the town remains ‘bustling’
- Enable ‘pop-up’ sale of local food and craft items, complementing the current offer and encouraging start-up businesses
- Support community cohesion with a central place to bring people together

The following pages record the process which we have carried out over the previous six months with our consultants and the Saltash Town Team.

INTRODUCTION

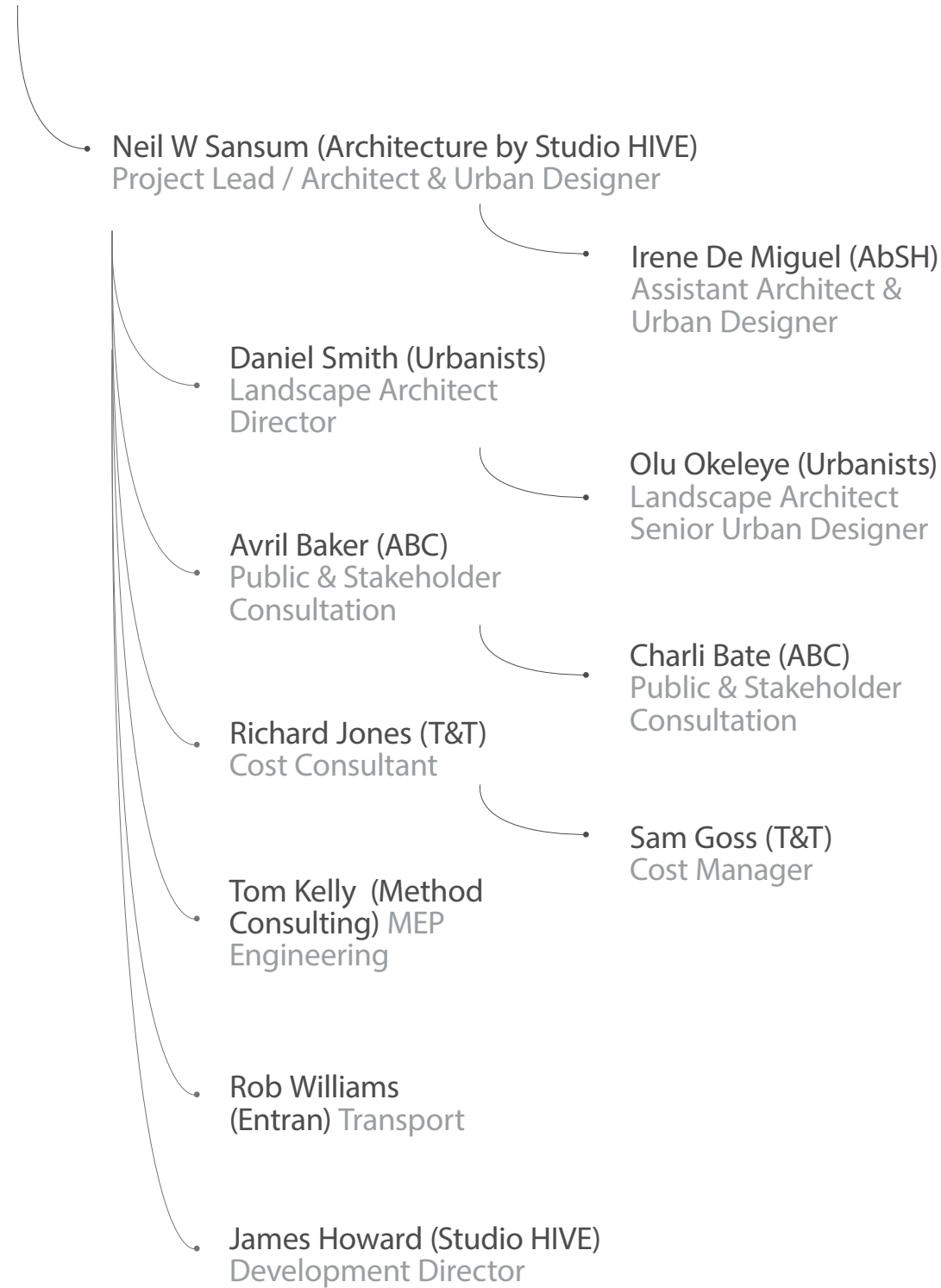
THE TEAM

The following team has been brought together by Architecture by Studio HIVE who are the lead consultant for this project. All members of other consultancies are well known to us and we have all worked together on previous projects over many years.

Each has been selected because of their suitability to this project and because we all get on together very well! An attribute which was evident from our interview with the town Team in Saltash back in January 2023.



Saltash Town Council Town Team



INTRODUCTION

CLIENT BRIEF

ARCHITECTURE BY STUDIO HIVE’S OBJECTIVES

- To provide an excellent service to the Town Council which will hopefully lead to further work within the town
- To enable the client to maximise the potential of the spaces within the town which are yet to be identified
- To contribute to the regeneration of parts of Saltash which will have a lasting effect on the retail and commercial life of the town

CLIENT’S OBJECTIVES

- To inject new life into the town and to bring a vibrant green realm in the retail heart of the town which will form the new Saltash Community Space
- To attract a more varied form of retail offer and to dissuade residents of Saltash from going to Plymouth for their needs

The project brief is to determine the optimal locations and feasibility of developing a green multi-use community space in the retail heart of the town centre. The consultant team will carry out an assessment of possible sites taking into consideration several factors including location, size, land ownership accessibility, viability, and synergy with the towns retail centre. While it is expected that the best solution is likely to be the identification of one large community space the client is open to considering a few smaller spaces across the town linking the various areas of Saltash together and improving connectivity. Community consultation is key to the success of this project.

Our purpose is to create a community space near the main retail area. The brief document also states that it is unlikely that full pedestrianisation of Fore Street would be acceptable however we suggested at our interview that partial closure of one or more sections of the street might be achieved although local opposition is likely.

SALTASH FESTIVALS

Fore Street closure has been achieved before during Festivals which take place several times a year. The Christmas Festival and The May Fair. These are proven to be successful events where over 5,000 people attend.

- Saltash clearly wants more of this, but how do we keep both traders and residents happy?
- There were complaints about road closures and stalls blocking shop-fronts.
- Is there an opportunity for a specific performance space to be used in conjunction with street activities? A Maypole place perhaps? Could it be a choir/concert venue?

‘To determine the feasibility of developing green, multi-use community space(s) in the retail heart of the town centre’

GREEN MULTI-USE SPACE

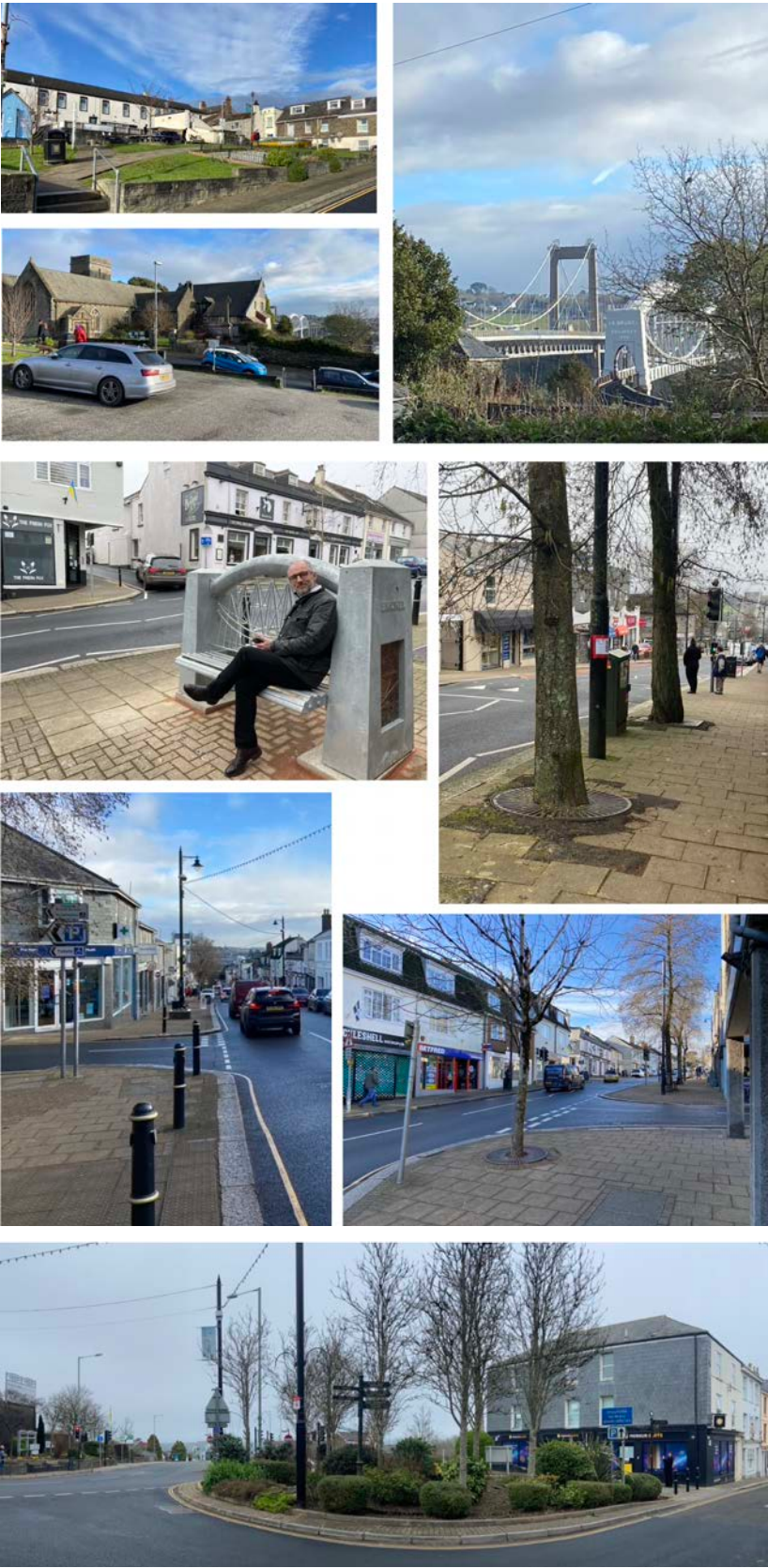
The green multi-use space is expected to achieve the following:

- Enable regular markets to be held, driving footfall into the town-centre
- Enable events to be staged, promoting community cohesion and supporting well-being and civic pride
- Offer enhanced facilities for outdoor relaxation
- Help establish a critical mass of activity to ensure the retail heart of the town remains ‘bustling’
- Enable ‘pop-up’ sale of local food and craft items, complementing the current offer and encouraging start-up businesses
- Give businesses in outlying industrial estates a central venue to showcase their offer
- Offer the opportunity for market stall units to be used on ‘non-market’ days as incubator units for businesses
- Support community cohesion with a central place to bring people together

By creating a green multi community space in the retail heart of Saltash, it is expected that there will be the following outcomes:

- Deliver a green space within the urban realm that will increase the town’s tree canopy cover, turning grey to green
- Increase in footfall and increased dwell time
- Income generation boosted
- An event space for residents and visitors to enjoy and in addition a range of shops and cafés to visit
- Improve the viability of the centre as a thriving retail proposition
- Create a unique space to draw the community together assisting in recovery from COVID 19
- Showcase the dramatic vistas of the town to encourage users to extend dwell time in the town centre
- Ensure the town is gaining best value from available land
- Play a role in reducing the number of car trips to Plymouth
- Showcase Saltash as a vibrant town offering leisure, cultural, entertainment and community engagement opportunities reflecting its status as the Gateway to Cornwall

INTRODUCTION
CLIENT BRIEF



INTRODUCTION

CLIENT BRIEF

ENVIRONMENTAL OBJECTIVES

BREEAM is not required for Sustainability / Environmental performance targets. However, the Council are very keen to innovative sustainable ideas brought into the scheme. Method Consulting have been brought into the team to provide advice.

DESIGN CONSIDERATIONS

It is important that the new construction work be able to sit within the existing town and to provide a coherent, exciting space which will be of benefit to the whole town. Our proposals have the potential to change the character of the town.

BID ASSUMPTIONS

This project was won in an open competition. We were interviewed among a shortlist of four teams. The Town Council interviewed us and thought we understood their needs and were impressed by the amount of research we had done.

At the interview we demonstrated that we understood the town and had researched the possible areas which might be utilised as the future Community Space; our transport consultant had suggested areas of the high street which be subject to partial closure which very much interested the interview panel.

STATUTORY AND REGULATORY REQUIREMENTS

A Planning Application will be required for any external alterations such as ramps, steps canopies and signage. This is outside the scope of this project.

CONSTRAINTS

The feasibility study will identify the main constraints of the project the most important being the possible need to undertake major reconfiguration of land which may well be outside the Council's ownership. The location of underground services will also be fundamental to whether or not an area may be remodelled; Method Consulting will advise. Traffic routes, particularly those of buses will also be a constraint and may affect what it is possible to achieve in terms of remodelling Fore Street or closing part of it to private traffic.

Local traders will have a view regarding the potential closure of Fore Street and most probably on how the Community space is used and located.

RISKS

Feedback to be referred to the Project Director for recording and adding to risk register.

- Underground services
- Land ownership and inability to secure agreement with owners for change
- Negotiations with Bus companies regarding change in existing bus cages and / or route diversions.
- Obtaining sufficient survey information for chosen areas; at present only OS data are available.

INTRODUCTION

DEFINING THE SCOPE

We will investigate each potential site by:

- Carrying out a SWOT analysis
- Assessing the risks
- Assessing landownership
- Providing a rough estimate of costs.
- Proposing a number of design options together with rationale for selection.

APPROACH

We see the proposed works as a series of interconnected interventions which will each have an independent effect on the town as well as acting with other spaces to improve the overall nature of Saltash.

Each space will have its own function while acting as part of a consistent brief:

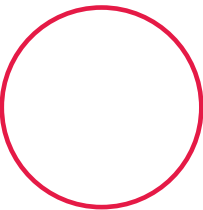
- Fore Street is the backbone of the proposal; holding everything together. Potential sites are either side of this central artery which will be utilised for specific activities or simply improved to increase the level of biodiversity.
- We intend to improve the pavements by rationalising the street furniture, creating shared space environments and planting more trees.
- Identifying the ‘heart’ of the town is challenging and may prove controversial. Our initial analysis points to the central area of Fore Street which has a slight widening due to the set-back of the Brunel Inn. This space might also be connected to a slightly larger area (between Belle Vue Road and Culver Road) which lends its self well to occasional closure.
- Each main carpark has been assessed; Alexandra Square and Culver Road to the south east and Belle Vue carparks to the north. Each will be assessed in accordance with the criteria above and then viewed in relationship with Fore Street and the overarching requirement of the brief.
- Finally we will be undertaking design studies of the main ‘nodes’ along the length of Fore Street from Victoria Gardens, Down Fore Street to the public space between the Railway Hotel and the A38 slip road.

BRAINSTORMING

Meeting 14th of March ‘23,
The Urbanists (Daniel Smith, Danny Hutchings)
Architecture by Studio HIVE (Neil Sansum, Irene de Miguel)

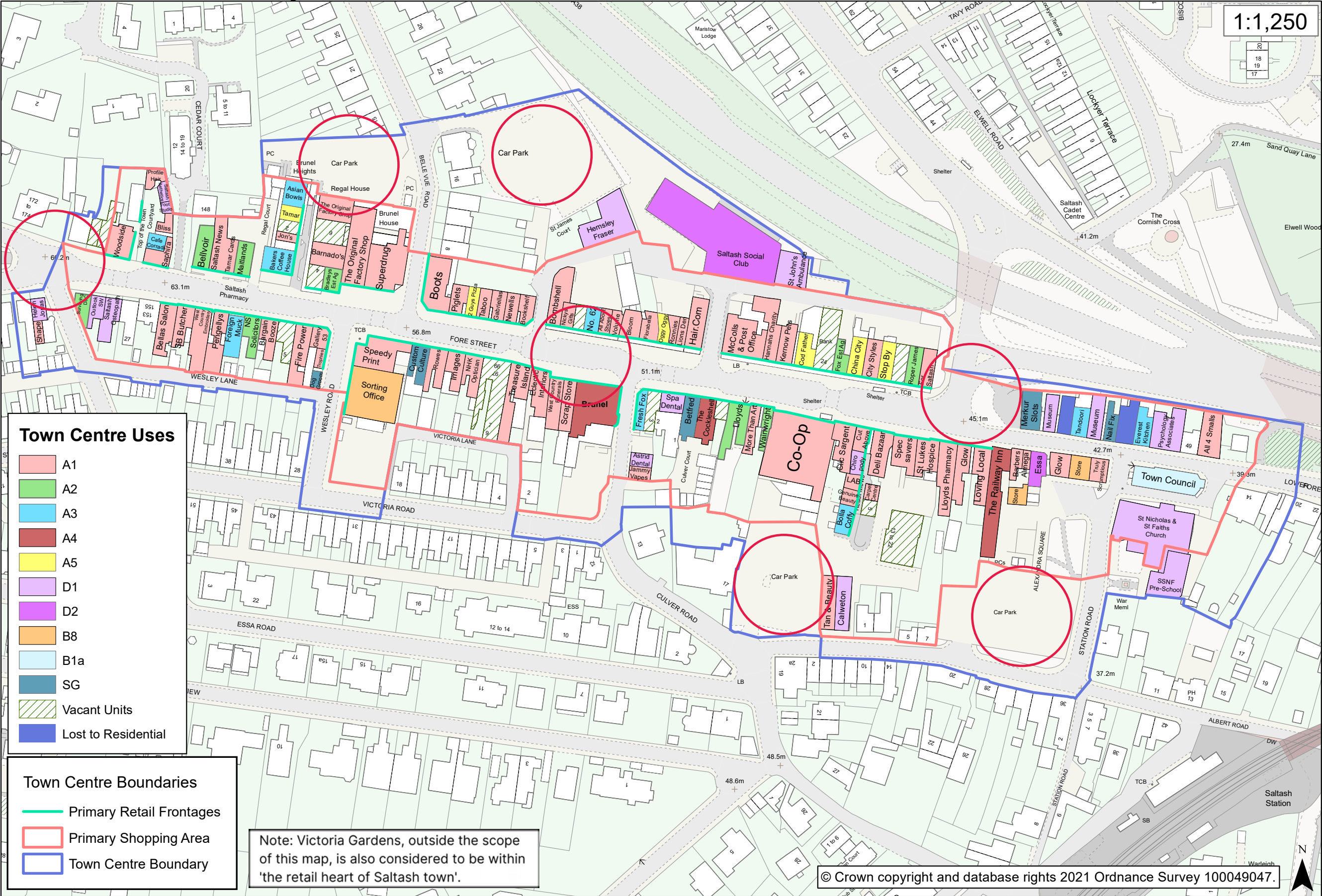
- Carpark use data is important so evidence-based decisions can be made regarding rationalisation.
 - Can we lose one of the carparks?
 - Can we make the other carparks more efficient?
 - Could we switch between carpark on weekdays and events on Saturdays? (Entran to advise)
- This project should be looked at in the short and long term (10 years time)
- What are the intermediate steps we can take to achieve that future vision? The key nodes on Fore Street are probably the first points that should be addressed.
- Could we create a residential site in the future? Retirement living?
- Could we look at a town centre where pedestrians are seen as a priority? Perhaps partial closure of Fore Street?
- There is an additional site we could look at by the A38, on the north side of Fore Street.
- Brunel statue should be moved. It’s currently boxed off and it would be an interesting feature in front of Victoria Gardens, as an arrival point to Fore Street.
- We will look at the wider picture, the arrival to Saltash, the cycling route from Plymouth. What’s going on in the wider area?
- Creation of cycle ‘hub’ and cafe on the junction of Lower Fore Street and North Road (entrance to the town).
- 70m is the comfortable walkable distance for people to feel safe, enclosed. There is approx 350m between the key nodes of Fore Street. We should divide this area and have different interventions across the street, like a trail with something happening in each third of the street.
- We should produce some Photoshop images of Fore Street with no cars, no apparent road and high quality materials.
- Heritage/History of Saltash would be interesting to add to the proposal.
- Sustainability; look at urban heat effect, be mindful of the materials we use.
- Research popular places; where do locals go?
- Identify short, medium & long term proposals.
- Analysis; pedestrians, vehicles, listed buildings, key nodes, green spaces, walking distances, GF uses retail/residential, existing markets.
- Sketches showing links, potential sites.
- Key drawing to include a detailed plan of the centre of Fore Street.

Potential Study Areas



Saltash Town Survey

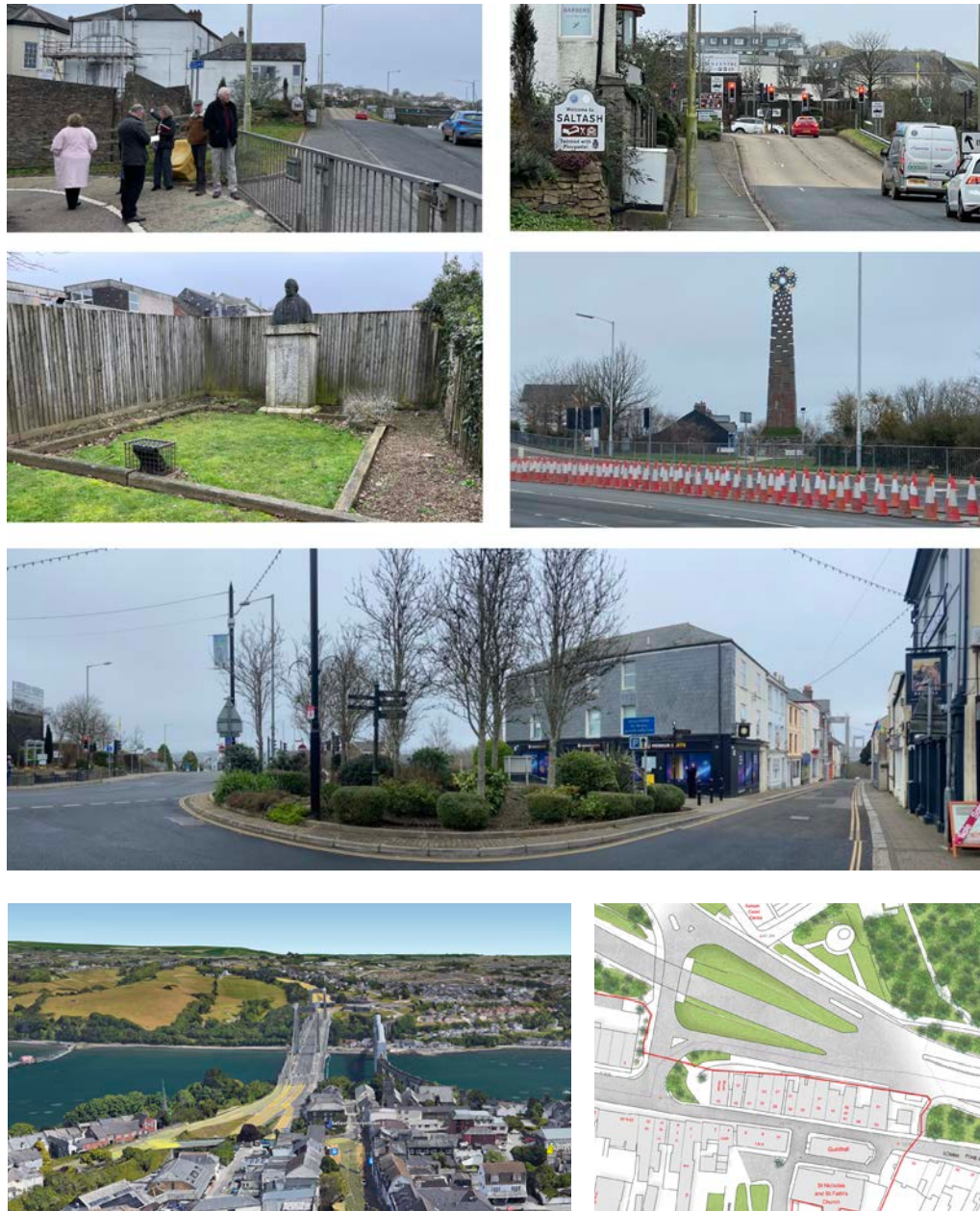
August 2021



INTRODUCTION

SALTASH WALKABOUT

As an introduction to the project members of the design team were taken on a tour of Saltash by the Town Team. We were shown the potential places where a new community green space might be created within the town all of which are shown here and on the following pages.



A38 and Approach to Saltash

A38 & APPROACH TO SALTASH

- Cycle provision - lack
- Signage – lack of consistency
- Public space / planting – hidden asset
- Brunel's bust location
- Saltash Cross - disconnected



Fore Street

FORE STREET

- Street Furniture
- Tree Planting
- Bus cafés & on-street parking



INTRODUCTION

SALTASH WALKABOUT

CULVER ROAD SHORT STAY CARPARK

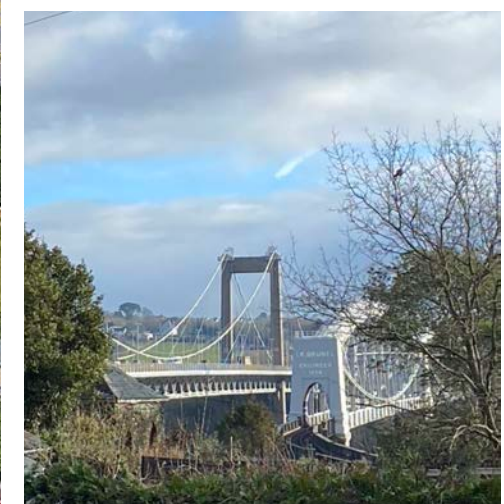
- Good access from Fore Street
- Already has established retail presence to the south including café
- Parking layout looks inefficient
- A popular car-park in Saltash
- Also provides service access to Co-op



Culver Road Short Stay Carpark

ALEXANDRA SQUARE CARPARK

- Carpark is on a steep gradient
- Saltash Peace Garden is a well maintained space opposite the Church
- Space is bisected by Station Road



Alexandra Square Carpark

INTRODUCTION

SALTASH WALKABOUT

SOCIAL CLUB CARPARK

- Access is tight, site is narrow and inefficient
- Service area of Fore Street - not pretty
- 2m below level of Belle Vue Carpark adjacent
- Who's boat is that?



A38 and Approach to Saltash



INTRODUCTION

SALTASH WALKABOUT

BELLE VUE CARPARK - EAST

- Wonderful views across to the Tamar
- Sloping site but not excessive
- Access to Fore Street via Belle Vue Road. Additional pedestrian access could be gained via Hemsley Fraser courtyard



Belle Vue Carpark East

BELLE VUE CARPARK - WEST

- Narrow space overlooked by residential flats. Pedestrian access via tight colonnade from Fore Street



Belle Vue Carpark West



OUR APPROACH

COMMUNITY ENGAGEMENT

APPROACH

The project is to bring together a multi-faceted team of professionals to ‘start the journey’ towards creating a green community space in the heart of Saltash, contributing towards economic prosperity, improving social mobility and ‘green’ excellence through the creation of a vision and strategy and costed action plan for the town.

The following methodology is one which is well tested and which was set out in our original tender. The process is also graphically represented on the following page. The final report will be issued to the Town Team as part of the Feasibility Report and will include the data collected over a number of months via several different processes not least the two consultation events which were hosted in The Guildhall in April and June 2023 for Stakeholders and Public respectively.

ABC’s lead on engagement and consultation. This included engagement with key stakeholders as well as the Town Team and Town Clerk, Sinead Burrows.

PREPARATION/PROJECT SET UP - FEBRUARY 2023

- Briefing/liaison with Studio Hive project team
- Attending inception meeting in Saltash
- Developing overarching engagement/ consultation plan with the client/project team
- Establishing communications protocol and, as required, developing brief communication plan detailing key messages, approach, roles and responsibilities

EARLY STAKEHOLDER ENGAGEMENT - APRIL 2023

- Identify and agree key stakeholders in liaison with client/team
- Arrange and facilitate early engagement workshops. Preview to Saltash Town Council followed by engagement meetings with key stakeholders including local councillors, Chamber of Commerce, local traders etc. These were both virtual and in person, including a guided sites walkabout.
- Liaison with team regarding preparing presentation material
- Facilitate and record Stakeholder consultation meeting (27th April) and provide summary for team and to inform the scope of the public consultation

COMMUNITY / PUBLIC CONSULTATION - JUNE 2023

- Input to content of consultation material for exhibition and online viewing via website
- Devise online feedback survey
- Follow up mailings/emails to near neighbours/businesses and key stakeholders
- Liaison with Saltash Town Council to publicise the consultation e.g. noticeboards, council website, social media, QR codes on posters, etc.
- Face-to-face consultation event over 2 days including evenings/weekend (16th & 17th June 2023)
- Arrange sessions with youth/education projects e.g Live Wire, Saltash Team for Youth
- News release to local media/social media

WEBSITE SET UP AND ONGOING MANAGEMENT DURING CONSULTATION

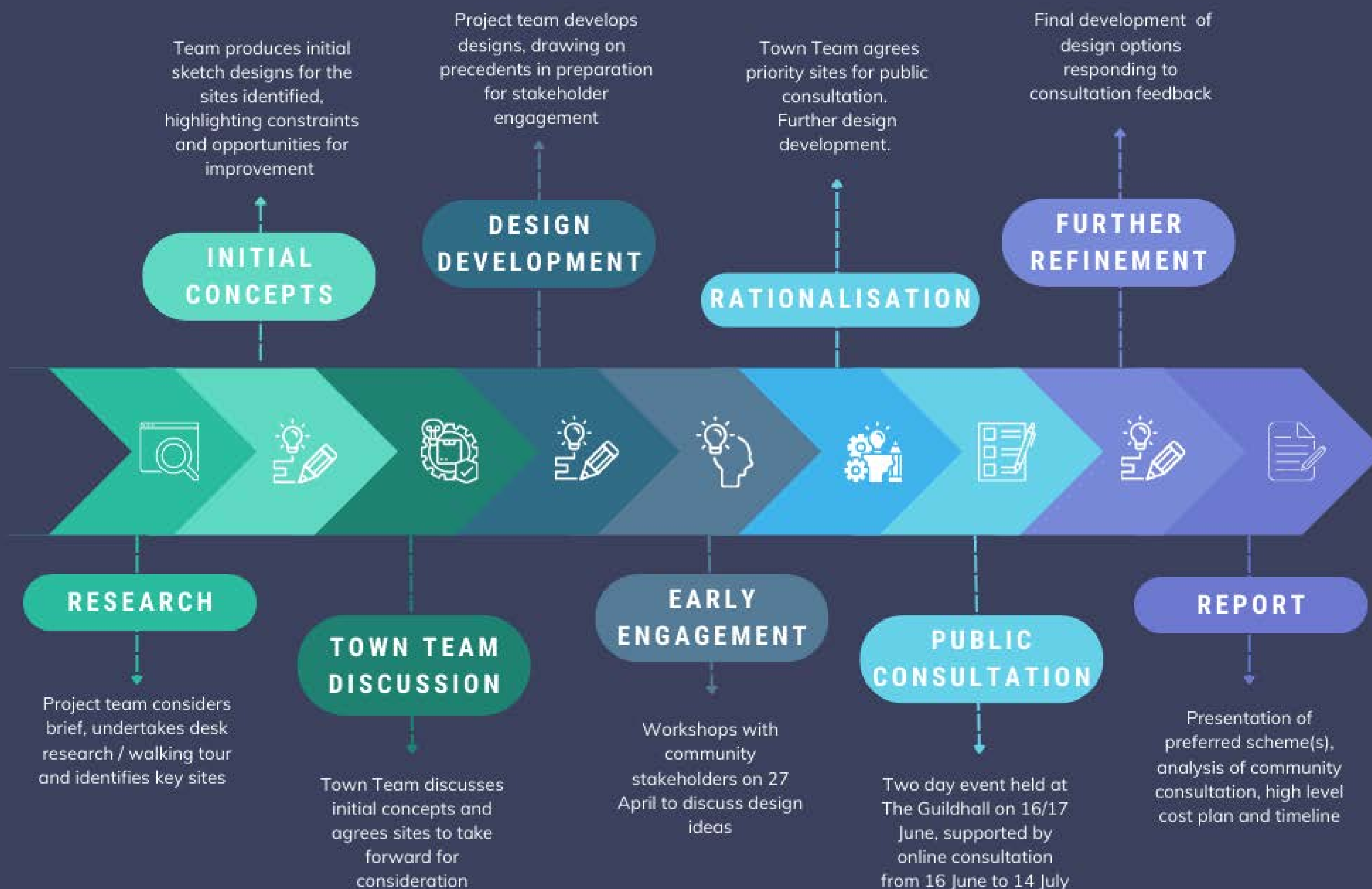
- Agree content of web pages / microsite to link to Town Council website
- Liaison with project team re web copy and design
- Input to consultation material suitable for web viewing
- Creating feedback survey and any other relevant web content

ANALYSIS OF FEEDBACK AND INPUT TO FINAL REPORT – AUGUST / SEPTEMBER 2023

- Compile comments, analysis & feedback (there will need to be a balance between quantitative and qualitative questions)
- Ongoing liaison with project team regarding outcome
- Deal with any individual stakeholders queries/questions
- Preparing summary of feedback for Studio Hive to include in their Final Report
- Providing a watching brief regarding wider communication/overarching requirement of the brief.



A NEW VIBRANT GREEN SPACE FOR SALTASH



OUR APPROACH COMMUNITY ENGAGEMENT

Saltash Town Centre

Project Overview
Having secured Town Vitality Funding from Cornwall Council, the Saltash Town Team is leading a study to look at options to help create a greener retail heart of the town centre. This would enable Saltash to host events, offer better facilities for outdoor relaxation and bring the community together. It would also help to make the town centre a more successful retail and leisure destination. We want to hear your views on making Saltash a better place to live, work, visit and enjoy.



Scan for more information

Public Consultation: 15 - 30 June 2023
Following engagement with key local groups in April, the Town Team has agreed the priority sites to take forward to the next stage.

The Saltash Town Team is now consulting the public on proposals for the following:

- Central Fore Street
- Eastern Gateway (Brunel House)
- Western Gateway (Victoria Gardens)
- Alexandra Square Car Park

Belle Vue East Car Park will also be considered for some minor landscape improvements whilst the remaining sites could come forward at a later date.



Consultation plan

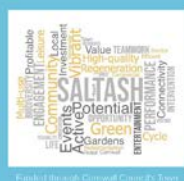
What happens next?
Following public consultation, the project team will provide their recommendations at the end of September 2023. Saltash Town Team Council will then seek further funding to enable the project to progress with the ambition being to achieve positive environmental, social and economic benefits for the town.

Find out more about the proposals and give your feedback at www.saltash.gov.uk or you can scan the QR code above.

Saltash Town Centre

The story so far
The design team initially carried out an assessment of possible sites taking into consideration factors including location, size, land ownership, accessibility and relationship to the town's retail centre.

While it is expected that the best solution is likely to be the identification of one large community space, the Town Team is open to considering a few smaller spaces across the town linking the various areas of Saltash together and improving connectivity.



Powered through Cornwall Council's Town Vitality Funding



Images from Saltash events

Saltash Festivals:

- Over 5,000 people attend.
- More of this please!
- How to achieve while keeping traders and residents happy?
- Complaints about road closures and stalls blocking shops.
- Specific performance space to be used in conjunction with street activities?
- Maypole place?
- Choir & concert venue?
- Santa Bikers
- Lantern parade
- Fireworks
- Christmas Tree in Victoria Gardens

Study Areas we've identified:

- Central Fore Street
- Eastern Gateway (Brunel House) & Western Gateway (Victoria Gardens)
- Alexandra Square Car Park
- Belle Vue Car Park East

Saltash Town Centre

How can I get involved?
The Saltash Town Team is keen to hear your views on making Saltash a better place to live, work, visit and enjoy. Please take part in our public consultation either online or in person. Go to www.saltash.gov.uk or scan the QR code to find out more.



Scan for more information

'A vibrant green realm in the retail heart of the town'

- A better connected Saltash through signage and way-finding
- Improved materials and street furniture
- Strengthen biodiversity and climate resilience
- Improved walkability and active travel options
- Multi-functional and adaptable spaces for a range of events
- Creation of short-term or temporary uses (pop-up markets)



Key Areas

- Priority study areas
- Existing green infrastructure
- Existing buildings
- Existing highway infrastructure
- Saltash train station
- Key focus areas:

 - Central Fore Street
 - Eastern Gateway (Brunel House) & Western Gateway (Victoria Gardens)
 - Alexandra Square Car Park
 - Belle Vue Car Park East

- Fore Street public realm enhancements

Presentation posters



Stakeholder consultation event 27/04/23

OUR APPROACH

SUSTAINABILITY

INTRODUCTION

As part of the design team working on the Saltash Community Space feasibility study, Method Consulting have been commissioned to look at the range of potential technological opportunities and solutions that could be incorporated into the scheme.

2. Technologies review

The following review of possible suitable technologies has been carried out:

2.1 Electric vehicle chargers

Electric vehicle chargers are becoming more prevalent in public car parks to support the growing number of people moving to electric vehicles, in 2022 16.5% of all vehicle sales were battery electric vehicles with the ban on new petrol and diesel cars legislated for 2030 this number is expected to grow in the coming years.

Electric vehicle charging points (EVCs) are categorised into 3No. types:

- Socketed unit
- Type 1
- Type 2

Most new EVCs are Type 2 and are used by the majority of European car manufacturers and Tesla.

The charge time is dependent on the size of the battery and the capacity of the charger. Modern top mileage range cars have battery capacities nearing 100kWh. Below is a list of the varying capacities available (please note service station DC chargers are also available but not included in the table below as they are not likely to be applicable to this project):

Type	Power	Electrical connection	Recharge rate	Full battery recharge time
Slow	3.6kW	13A single phase	15 miles per hour	28 hours
Standard	7kW	32A single phase	30 miles per hour	14 hours
Fast	22kW	32A three phase	90 miles per hour	4.5 hours
Rapid	50kW	63A three phase	180 miles per hour	2 hours



Cornwall Council car parks have been installing for the most part standard or fast chargers from Swarco with a limited number of rapid chargers.

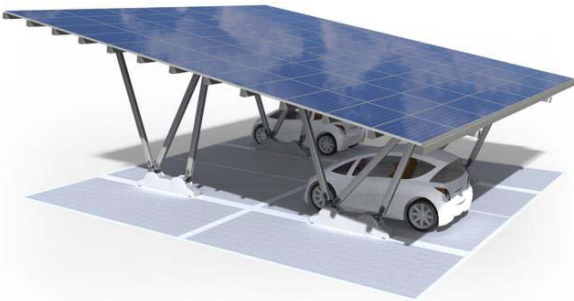
Introducing EV charging to one of Saltash’s Town Centre car parks could be a good step in promoting the transition to EVs and could increase footfall through destination charging – people travelling to an area specifically to charge the EV.

2.2 Solar Canopies

Solar canopies are designed to be installed over car parking spaces in car parks and incorporate solar PV panels which can produce electricity to serve electrical vehicle charging points below.

These systems can incorporate battery storage as well so that all solar energy is captured and used on site or this can be exported back to the grid. The canopies are supplemented by a grid connection so that the EV charging remains available at all times.

Solar canopies, bring a variety of benefits in providing shading to vehicles below to keep temperatures cool in hot summers, providing low carbon electricity and providing electric vehicle charging points, these could be worthwhile considering in one of the town centre parking locations.



2.3 Solar benches

Solar benches incorporate solar PV into a public realm bench, the solar PV stores energy in an integral battery which then serves USB and wireless charging points for mobile phones and other devices and can also provide public realm wi-fi, high capacity versions of the benches can also provide electric scooter or bike charging.

The benches provide somewhere in the public realm to linger and promotes a culture of spending a longer time in an area, one of the aspirations of the community space project.

The benches could be incorporated into the central fore street project or the Alexandra car park project and be neatly aligned to the projects desired aspirations.



2.4 Electric bikes and electric scooters

Electric bike schemes are becoming increasingly popular across the town’s and cities of the UK. In the last year the Beryl bike scheme has arrived in Cornwall and Plymouth with 250 bikes across Cornwall and 125 in Plymouth. Seeking to join such a scheme and providing charging points within the town centre could be a good way to promote low carbon transport as well as physical activity and exercise in an accessible format.

Saltash is already a popular destination for cyclists heading around the coast and tapping into this reputation further could be a positive step for the town. Electric bike and scooter chargers could be provided in one of the car park schemes potentially in lieu of a parking space.



2.5 Rainwater harvesting

Rainwater harvesting seeks to capture rainwater as it traverses our rainwater drainage systems and downpipes in a building and allow it to be re-used in applications from irrigation for landscape to providing water for WC and urinal flushing. For this scheme the primary purpose would be to provide recycled water for irrigation and to divert some rainwater that would otherwise go into our already congested storm water sewer system.

Rainwater harvesting systems come in many shapes and sizes with the simplest being a simple water butt arrangement with a pipe connected onto the downpipe of a nearby building. More complex systems can involve buried tanks and submersible pumps or even pressurised systems with separate pumps and control panels. For this project water butts and outlet taps are probably best suited and could be incorporated into almost any of the schemes to provide water for irrigation for any planting.



2.6 Public water fountains

Public water fountains help promote a healthy lifestyle and reduce the dependence on single use plastics. Introducing public water fountains to any of the schemes could be a positive move in promoting this.

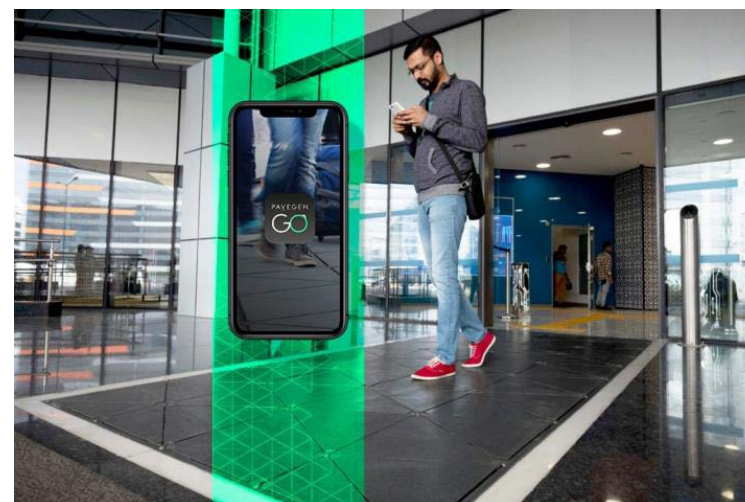
This could perhaps be best incorporated into one of the gateway schemes or perhaps Alexandra car park.



2.7 Piezoelectric pavement

Piezoelectric pavement such as that made by Pavegen, is a technology which converts the kinetic energy of people walking on top of the paving tiles into electrical energy to run lighting, display screens, phone charging etc.

Used in a high pedestrian traffic area, this technology is largely used to promote citizen engagement with renewable technologies and promote consideration of climate change and the impacts on the environment of our electricity usage.



OUR APPROACH TRANSPORT

GENERAL

Improving the public realm combined with the greening of Fore street is not compatible with maintaining the existing number of parking spaces.

We suggest that Fore Street become a 20mph zone with gateway features across all accesses with change of colour / texture and appropriate signage.

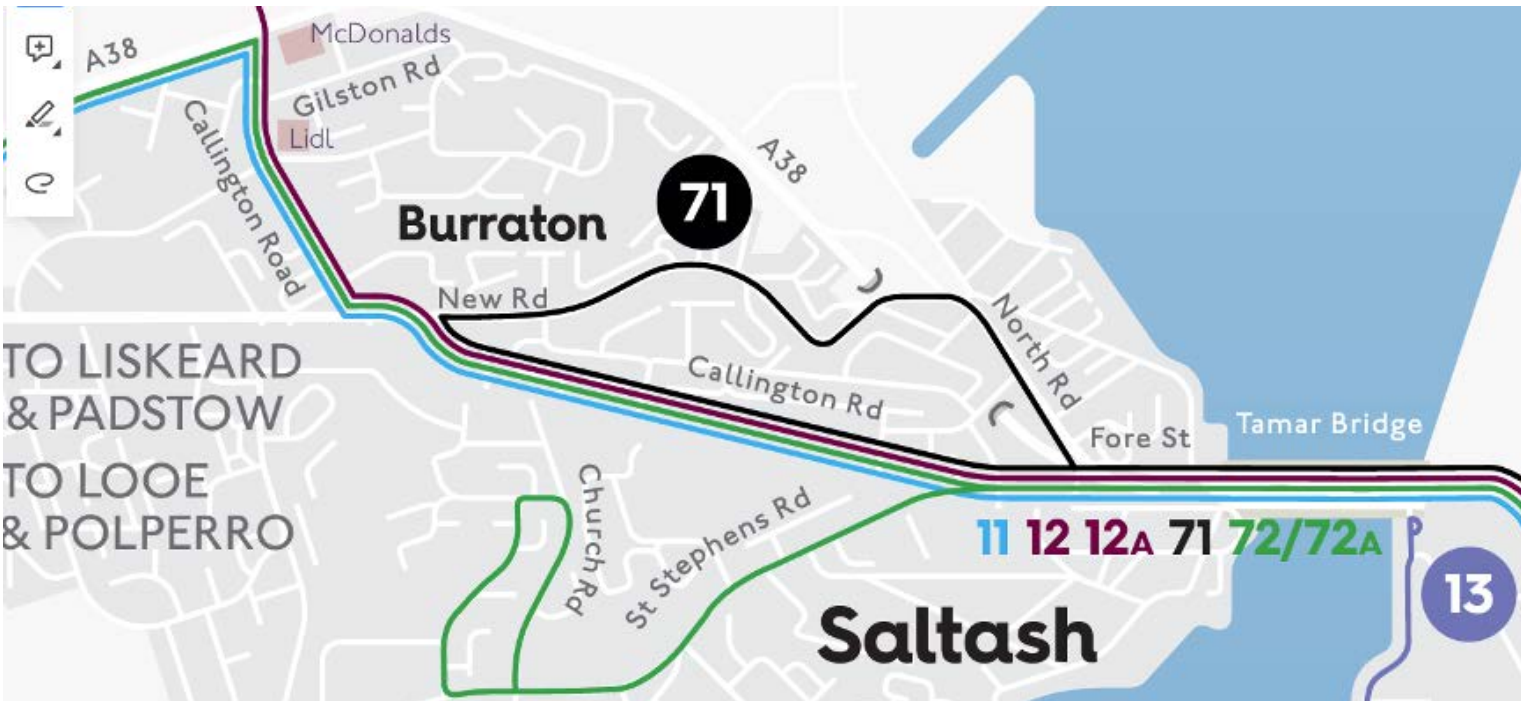


The Crashmap data for Saltash over the last 5 years shows only a few, low speed accidents

CENTRAL FORE STREET

We feel that the proposals for this location were very well received. Looking closer there would be a loss of 11No. on-street car parking spaces which seemed to concern a number of people. The loss of the two spaces opposite Belle Vue we do not feel to be problematic if we can retain, at least another 3No. probably on the south side of Fore Street. We feel that would be a decent compromise. The alternative routes are more than adequate for general car diversions. Bus diversions will be as per current arrangements for festivals. No discernible accident profile (except over 55).

There is a great opportunity to really create a shared space environment around junctions and possibly between junctions from zebra crossing east of Culver Road to west of Belle Vue with the possibility of introducing a zebra crossing at this location between Belle Vue and Wesley with no visible change in footway / carriageway levels. This could be coupled with sympathetic highway texture / colour changes.



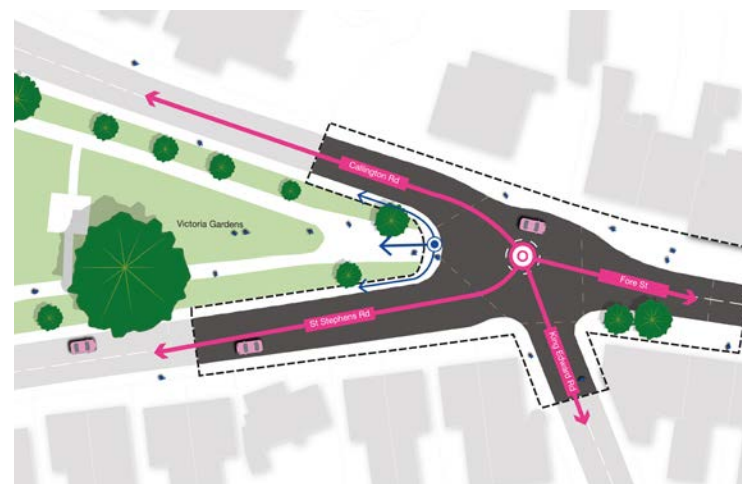
EASTERN GATEWAY (BRUNEL HOUSE)

We have looked into the staging and phasing of the traffic lights and think that Highways will resist any changes to this junction on highway capacity grounds. That said we think some form of treatment immediately south of the signals introducing a 20mph zone and gateway style entrance would be extremely beneficial. The removal of the guard railing to create more space is something that we could explore. There is no accident trend at this location.



WESTERN GATEWAY (VICTORIA GARDENS)

Generally well received by the public. We prefer the tighter option as this simplifies pedestrian routes along desire lines. We would like to test by reducing the public highway further. A more detailed study will have to be undertaken when a topographical survey is available. A 20mph zone could be introduced and we think that this, coupled with a change of surface colour / texture would really emphasise that fact that this is a New Gateway. Whether that's the whole junction (probably too expensive) or just across the top of Fore street would reinforce the change in character of Fore Street. We would like to look at simpler signage to the town centre. There is no accident trend at this location.



ALEXANDRA SQUARE CAR PARK

Entran's view is that this proposal works well but would support two access points.

BELLE VUE EAST CAR PARK

Entran's view is that this proposal will work well with the added benefit of providing parking when Fore Street is closed; temporary signage will be required in this event.

OUR APPROACH

PLACEMAKING DESIGN PRINCIPLES

Placemaking is an overarching approach to improving how a place looks, functions and is experienced. Placemaking requires a place to be viewed in its entirety, rather than focus on isolated components. In this way, placemaking opens up how a place is viewed and prevents a place from being considered through a single lens.

The placemaking approach used for this feasibility study responds to the unique character of Saltash and the issues and opportunities that are present. The feasibility report takes a holistic view of the key places that make up the town centre and proposes a series of bespoke projects that would strengthen the sense of place in each and combine to revitalise the town as a whole.

The bespoke design principle chart on this page has been used to structure the analysis and the opportunities for Saltash town centre, ensuring a holistic design able to provide attractive, resilient and vibrant public spaces where people can gather and socialise.



ACCESS AND MOVEMENT

What we considered:

- Vehicle movement
- Pedestrian movement
- Cycle movement and cycle infrastructure
- Car parks
- Vehicle dominated public space
- Public transport
- Traffic-jam points
- Pedestrianised areas
- Road hierarchy
- Accessibility

PUBLIC SPACE AND SOCIABILITY

What we considered:

- Key public spaces
- Provisions and amenities
- Event spaces
- Spontaneous gathering/social spaces
- Programme of events

GREEN INFRASTRUCTURE AND WATER MANAGEMENT

What we considered:

- Green spaces
- Permeable surfaces
- Green roofs
- Topography
- Biodiversity
- Trees
- Air quality
- Flood risk
- Surface water flow and drainage

URBAN FORM AND USES

What we considered:

- Buildings quality and state
- Active/inactive frontages
- Building height
- Grain
- Character
- Listed buildings
- Uses
- Vacancy

CONTEXT

SALTASH AND ITS ROLE IN THE WIDER AREA

Saltash has spread from its origins on the banks of the River Tamar and now has a thriving community, retail centre and waterfront. Located at the 'Gateway to Cornwall', Saltash has a rich heritage and excellent transport links including the iconic Royal Albert Bridge, Brunel's masterpiece completed in 1859 and the town's most famous feature.

Many Saltash residents look to their neighbouring City of Plymouth as their retail and entertainment destination, a trend that it is feared will continue to grow as the population of Saltash expands with the proposed development of up to 1,000 houses on the outskirts of the town. Unlike many other towns, the great majority of retail units in the town are occupied with a large percentage of units run by independent businesses including a cooperative run by local crafts people. Even so, the town's retail provision does not reflect the fact that it is the largest town in South East Cornwall.

Whilst empty shops are not an issue to address, the lack of a town square or similar community space has meant that Saltash can't host events such as regular markets which its twin town of Plougastel is able to do. Whilst many residents do support their local shops, the proximity to Plymouth providing employment for many Saltash residents does mean that the town needs to create a 'reason to visit' which in turn would support the traders. By creating a new attractive green community space in the town, more footfall would be generated for existing traders as well as raising the profile of Saltash as a place to invest.

Building on the Grimsey 1 and Grimsey 2 reviews, the 'Build Back Better' COVID 19 supplement report produced by retail guru, Bill Grimsey, recognises that there is a need to develop a new model for the High Street that is based on quality of life and experiences and allows local communities to develop their high streets as places where people live, work, play and visit. The proposal to develop a green community space captures and delivers the essence of the Grimsey recommendations.

Saltash is fortunate in that it has thriving music and drama groups, including the renowned Livewire Youth Project but the lack of an events space means there is no outdoor performance venue for these groups to use.

Providing a venue for residents to gather and perform would boost community cohesion and support mental well-being to support the community following COVID and provide access to affordable leisure opportunities giving them the resilience needed to adapt to current and future cost of living issues over the coming years.

Data generated pre-pandemic for Saltash illustrates the following; in 2018 data shows that 27% of children in South East Cornwall are living in poverty. Indices of deprivation published by Government in 2019 show that parts of Saltash are amongst the 30% most deprived neighbourhoods in the country.

Saltash has completed its Neighbourhood Plan (March 2022) which has the following vision:

'By 2030 Saltash will be an envied riverside town, being greener, more inclusive and prosperous in all aspects, with a reinvigorated Town Centre and waterfront, award winning new housing, a diverse economy, with an excellent quality of life and lifestyle for all ages'.

This project fits within the Plan's objective to 'regenerate the town centre especially Fore Street and manage the growth of 'out of town' shopping' and the objective 'to create and support sustainable neighbourhoods'.

The establishment of community space directly addresses 7 of the 11 priorities that were identified by respondents to the Neighbourhood Plan namely:

- Protecting and improving community spaces
- Helping businesses grow
- Building on the good sense of community in Saltash
- Helping provide better entertainment facilities
- Helping create variety and quality shops in Fore Street
- Improving the 'evening economy' of Saltash Town Centre through more restaurants and events
- Tackling climate change

Recent investment by Cornwall Council in the cycle route network in Saltash has seen the creation of new cycle routes leading into / out of the retail centre. The proposal to create a community space would promote greater use of these cycle routes



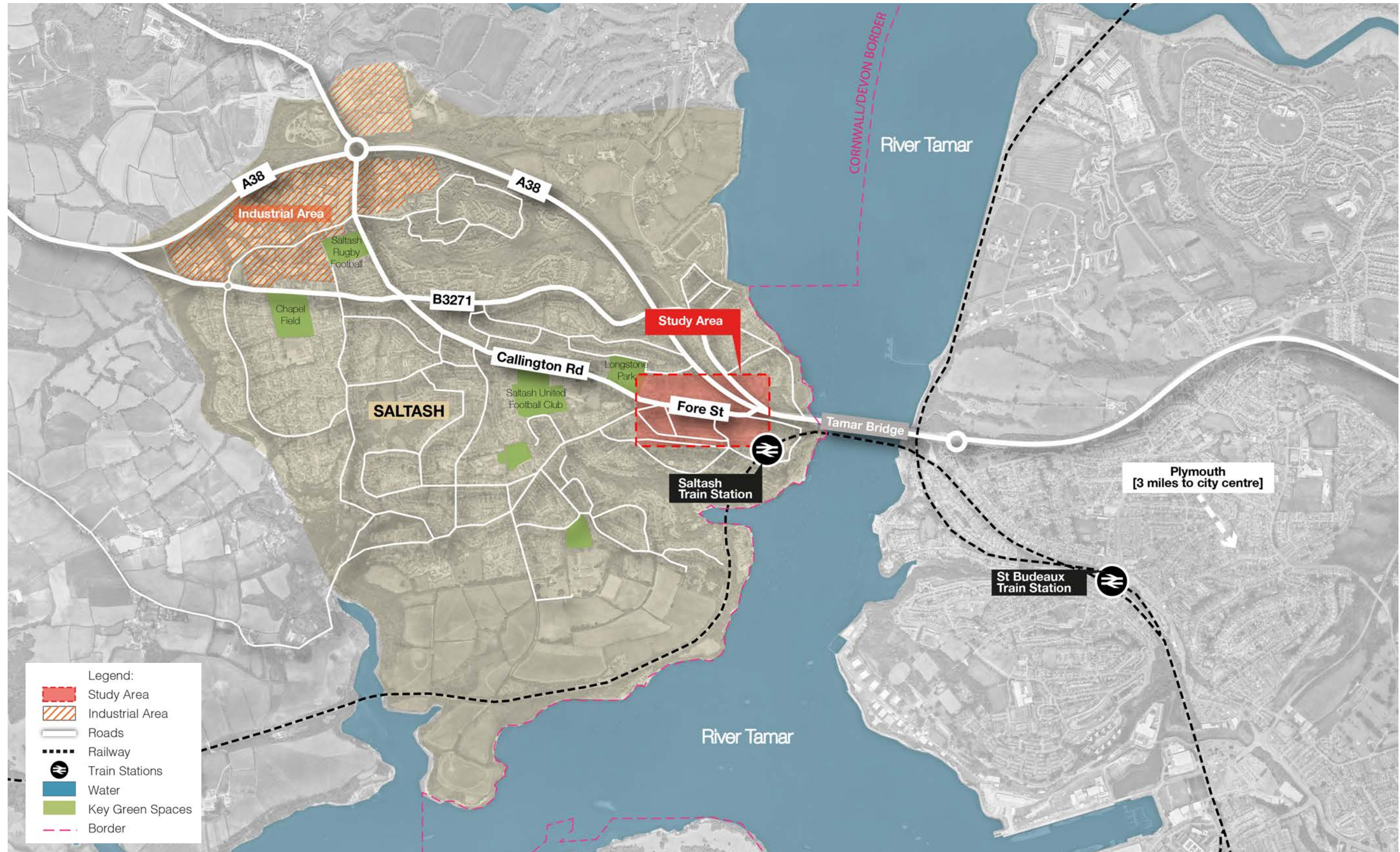
Early drawing of the Tamar Bridge (1818) and the construction and opening in the early 1960's



The Prince Albert Bridge construction in 1857 before opening in 1859



The waterside in the 1960's



CONTEXT HISTORIC OVERVIEW

Saltash has a rich history that spans centuries. One of its most iconic landmarks is the Royal Albert Bridge, designed by Isambard Kingdom Brunel and completed in 1859. This magnificent railway bridge crosses the River Tamar, connecting Saltash to Plymouth and playing a pivotal role in the region's transportation network.

Fore Street is another significant aspect of Saltash's history, dating back to medieval times. This street has witnessed the town's evolution, lined with historic buildings that reflect its architectural heritage. It has served as a hub for local commerce and social interactions, and it still serves as the high street of the town.

At the western end of Fore Street, Victoria Gardens provides a serene escape for both residents and visitors. Named after Queen Victoria, this garden serves as a tranquil oasis where people can enjoy leisurely strolls and peaceful moments.

Both Fore Street and Victoria Gardens get to be transformed each year to host the annual Saltash Mayfair. This festive occasion has its origins dating back centuries, and it has evolved into a cherished celebration that brings together the community and attracts thousands of visitors. In 2009 the Mayfair celebrated the 150 anniversary of the Royal Albert Bridge.

The interventions outlined in this document have been developed with a deep appreciation for Saltash's history and a keen understanding of the town's existing identity. These proposals seek to honour and celebrate the town's cherished landmarks and rich heritage.

VICTORIA GARDENS



Image of Victoria Gardens in 1907. The park was created to celebrate Queen Victoria's Diamond Jubilee in 1897.

FORE STREET



View of the Royal Albert Bridge from Lower Fore Street in an early 1900's post card.

THE ROYAL ALBERT BRIDGE



The Royal Albert Bridge during constructions in the 1850's. The bridge has been open since May 1859 and is a major attraction of Cornwall and the Southwest.

1850's

EARLY 1900s



Victoria Gardens in 1955.
The monument at the centre of the park is to Major General Sir William Penn Symons who was the first British General killed during the Boer War.



Victoria Gardens today.
The green area is used as an informal recreation area, is also used during the May Fair to accommodate stalls and activities.



Picture of the Royal Albert Bridge from Lower Fore Street in 1955.



Picture of the Royal Albert Bridge from Lower Fore Street in 2023.



On the left, a picture of the Royal Albert Bridge in 1955.
On the right, the bridge during the Saltash May Fair and Brunel 150 Celebration in 2009.



Picture of the Royal Albert Bridge in today from the eastern end.

1955

2009

TODAY

CONTEXT

THE STUDY AREA

BACKGROUND

The scope of the project has been developed in consultation with the Town Team through meetings and feed back from both Stakeholder and Public consultation events. Initial studies narrowed down the study areas to six main study areas or places which the team felt might be appropriate for some major (or minor) intervention towards the ambition of the overall project.

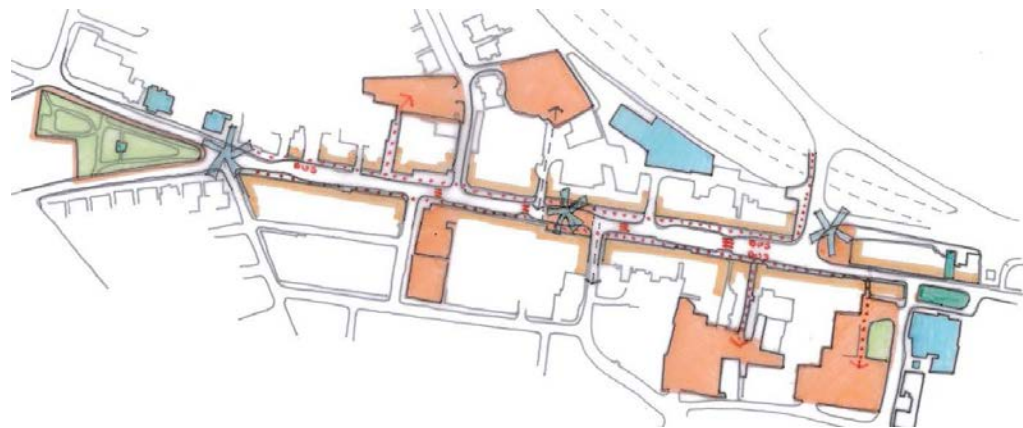
The original areas chosen were:

- Alexandra Square
- Brunel House (Eastern Gateway)
- Culver Road carpark
- Belle Vue east carpark and the Social Club carpark
- Belle Vue west carpark
- Central Fore Street
- Victoria Gardens (western Gateway)

Through a process of consultation with the Town Team and Stakeholders we reduced the number of potential areas to Priority Areas which we would take forward to present to the public; namely:

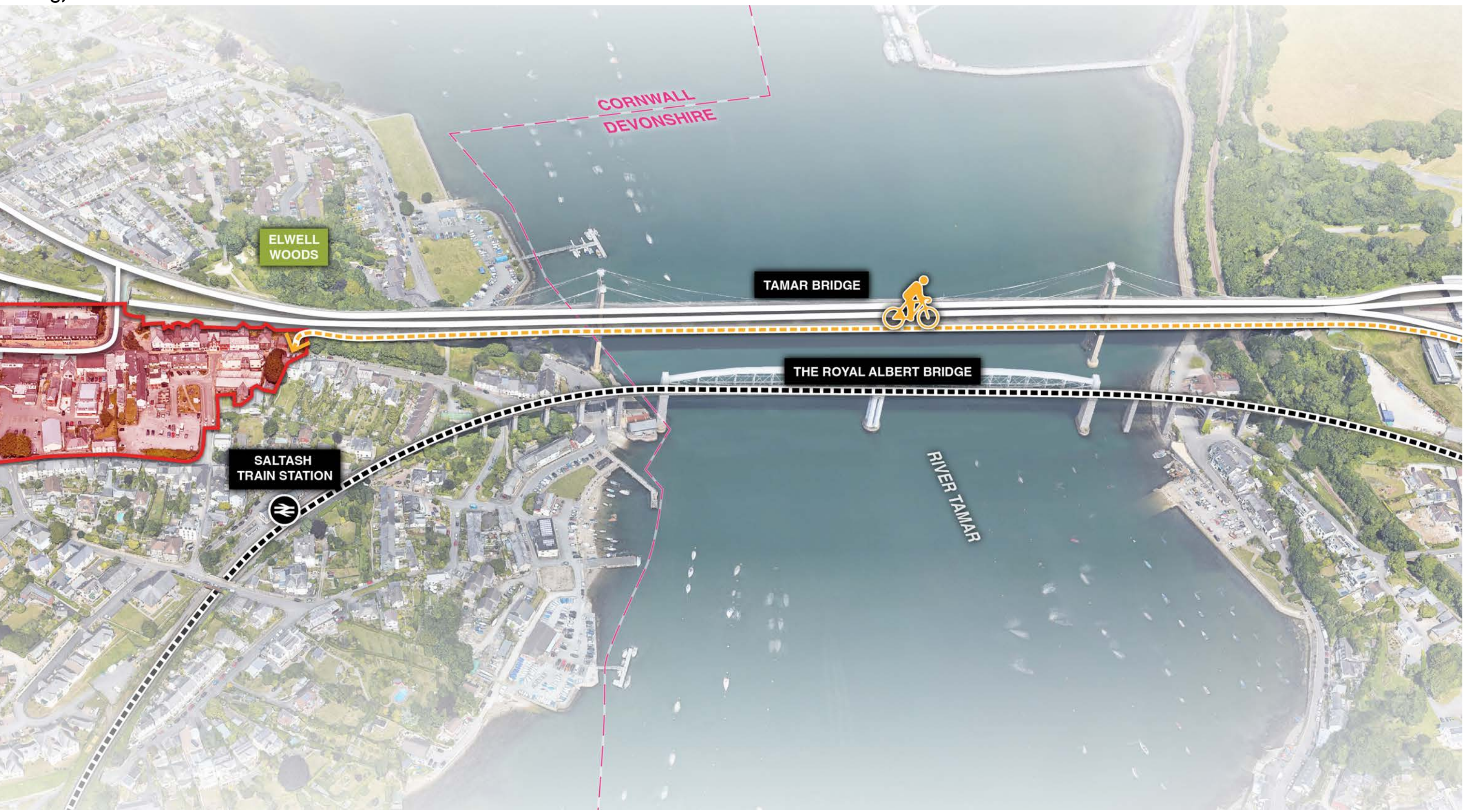
- Central Fore Street
- Eastern and Western Gateways (Brunel House and Victoria Gardens)
- Alexandra Square carpark
- Belle Vue East carpark

The display poster which illustrate the options are on page 16 & 17 of this document. The responses which we received form the extensive public consultation are documented in the separate report by Avril Baker Consultants as summarised on page 14 - 15.



Early sketch of potential study areas



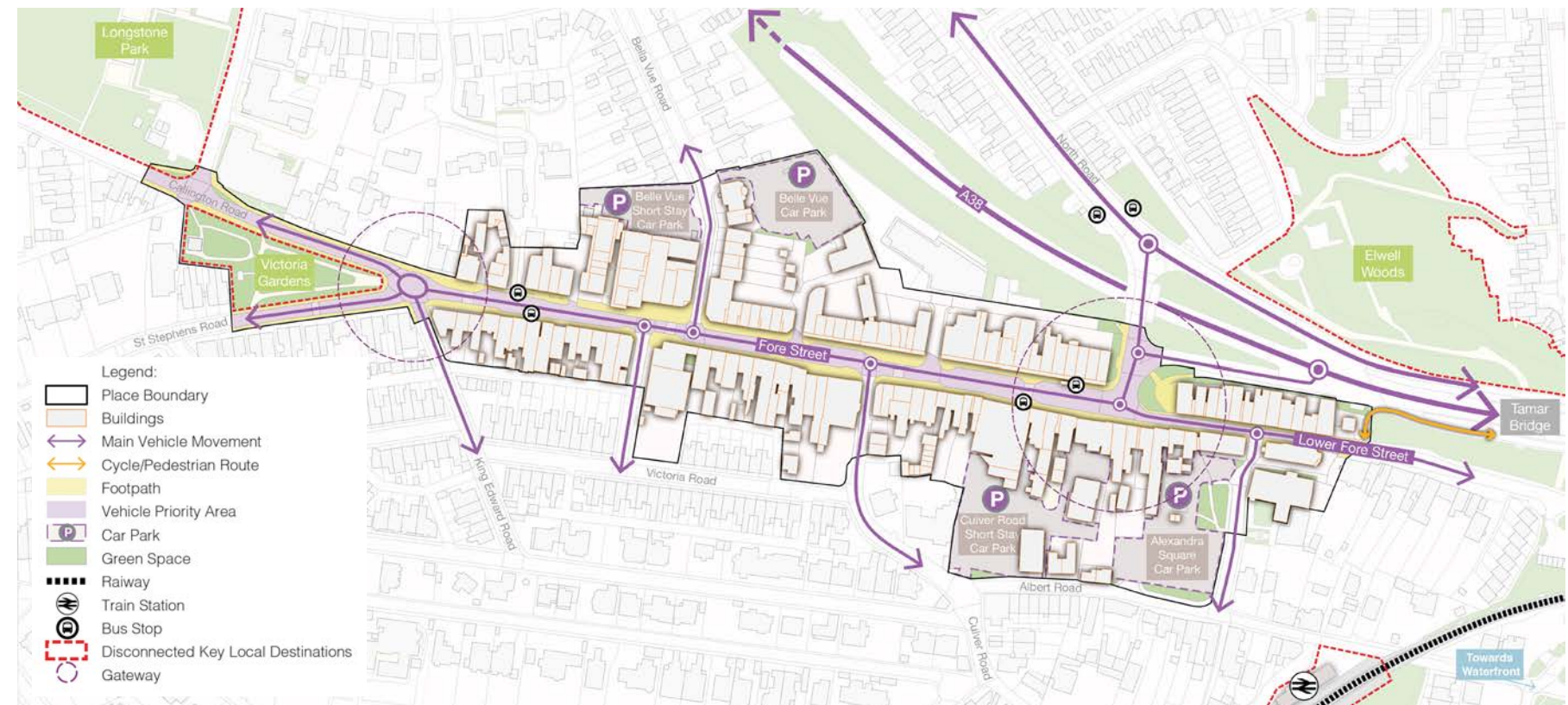


SITE ANALYSIS

ISSUES SUMMARY

ACCESS AND MOVEMENT

- The pedestrian public space is fragmented by vehicle movement.
- Poor connection to key green spaces.
- Poor connection to the train station.
- Tamar Bridge cycle lane ends abruptly on Lower Fore Street
- There is a lack of cycle infrastructure.
- Poor way-finding.
- Poor car-dominated gateways on both ends of the high street.
- There are several short-stay and long-stay car parks close to the high street.
- Parallel parking along Fore Street erodes public space.
- The area is served by several buses with stops at either end of Fore Street.
- Inconsistent urban furniture.



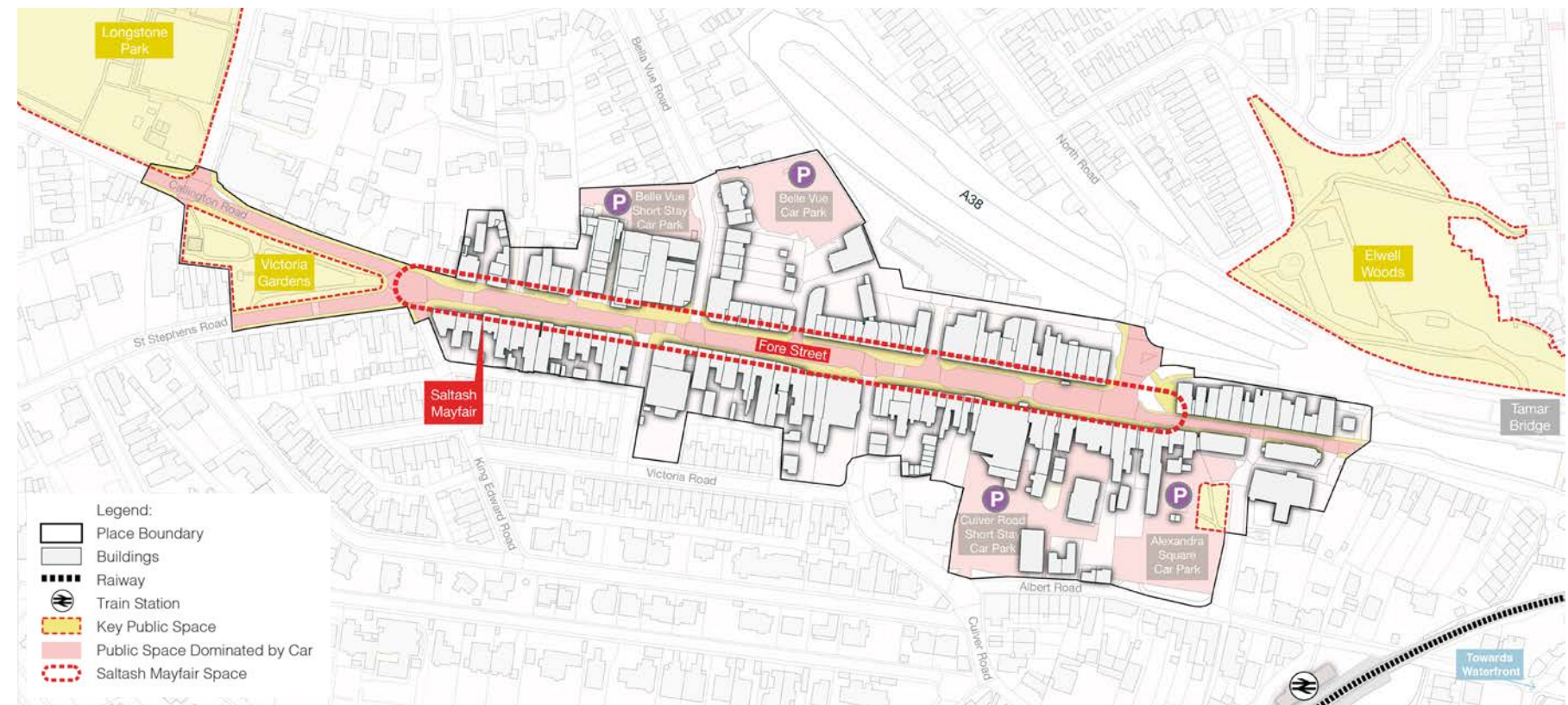
GREEN INFRASTRUCTURE AND WATER MANAGEMENT

- Lack of integrated green soft spaces along roads.
- There are four typologies of green spaces close to the high street: Victoria Gardens, Elwell Woods, Saltash Peace Garden and Longstone Park. They provide complementary provisions but are poorly connected to the high street.
- The area is characterised by a sloping topography. The western gateway sits at circa 64m while the eastern one sits at 43m.
- There are several trees along Fore Street with few mature ones.



PUBLIC SPACE AND SOCIABILITY

- Fore Street is the retail and social core of the town, however, the public space is car dominated.
- Fore Street is close to traffic and becomes an event space for the Mayfair, which attracts hundreds of visitors each year.
- Lack of a key flexible public space that can be used for social and cultural events.
- The quality of the materials and furniture arrangement can be improved.



URBAN FORM AND USES

- The high street has a low vacancy rate.
- With few exceptions, the existing buildings provide continuous active frontages on Fore Street.
- There are a couple of low-quality blocks that have a negative impact on the high street, the main one being the Post Office.
- There are three listed buildings located on Lower Fore Street.
- There are several food and drink businesses, but only a few have a spill-out space.



SITE ANALYSIS

PLACE OPPORTUNITIES OVERVIEW

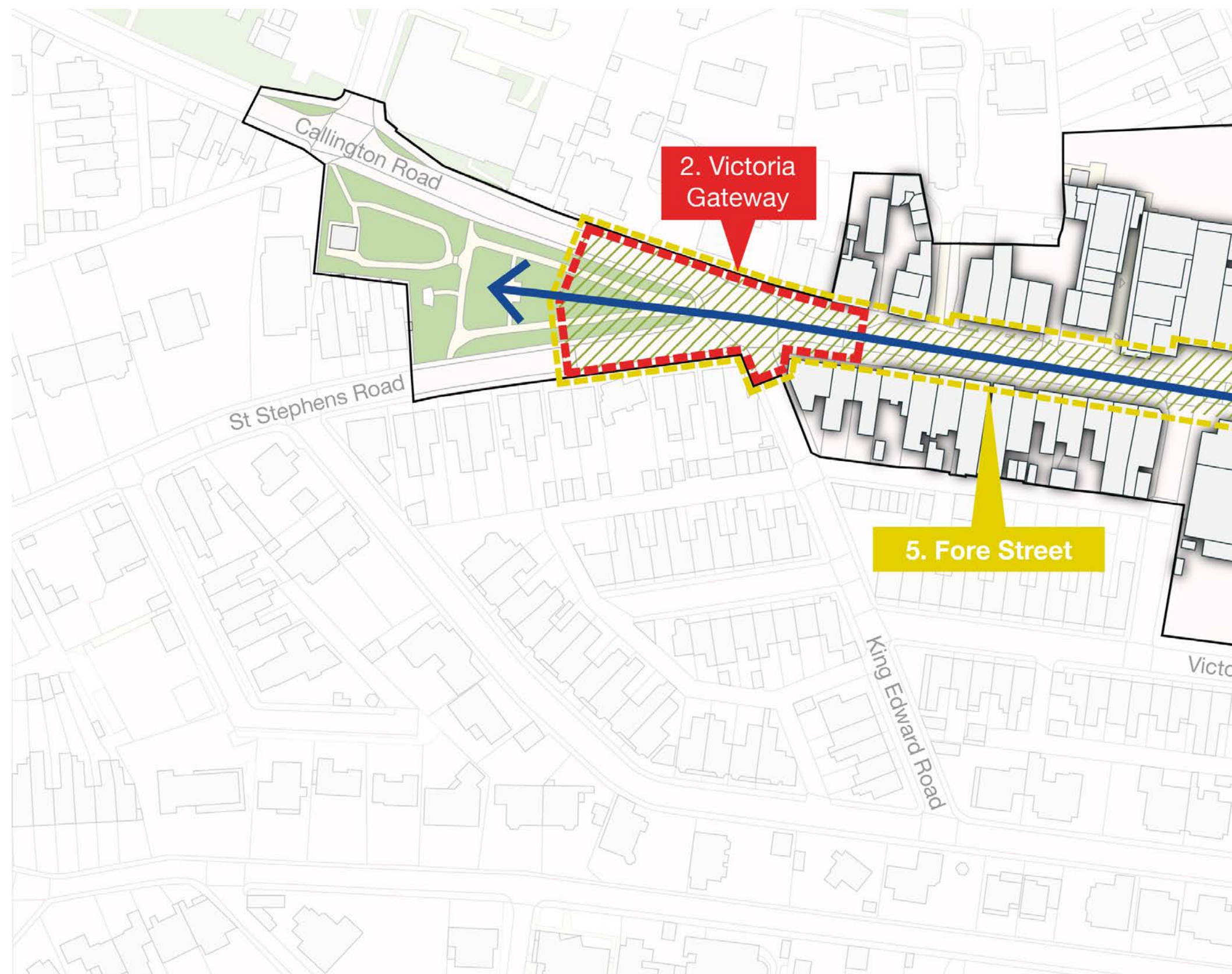
IDENTIFIED INTERVENTION AREAS

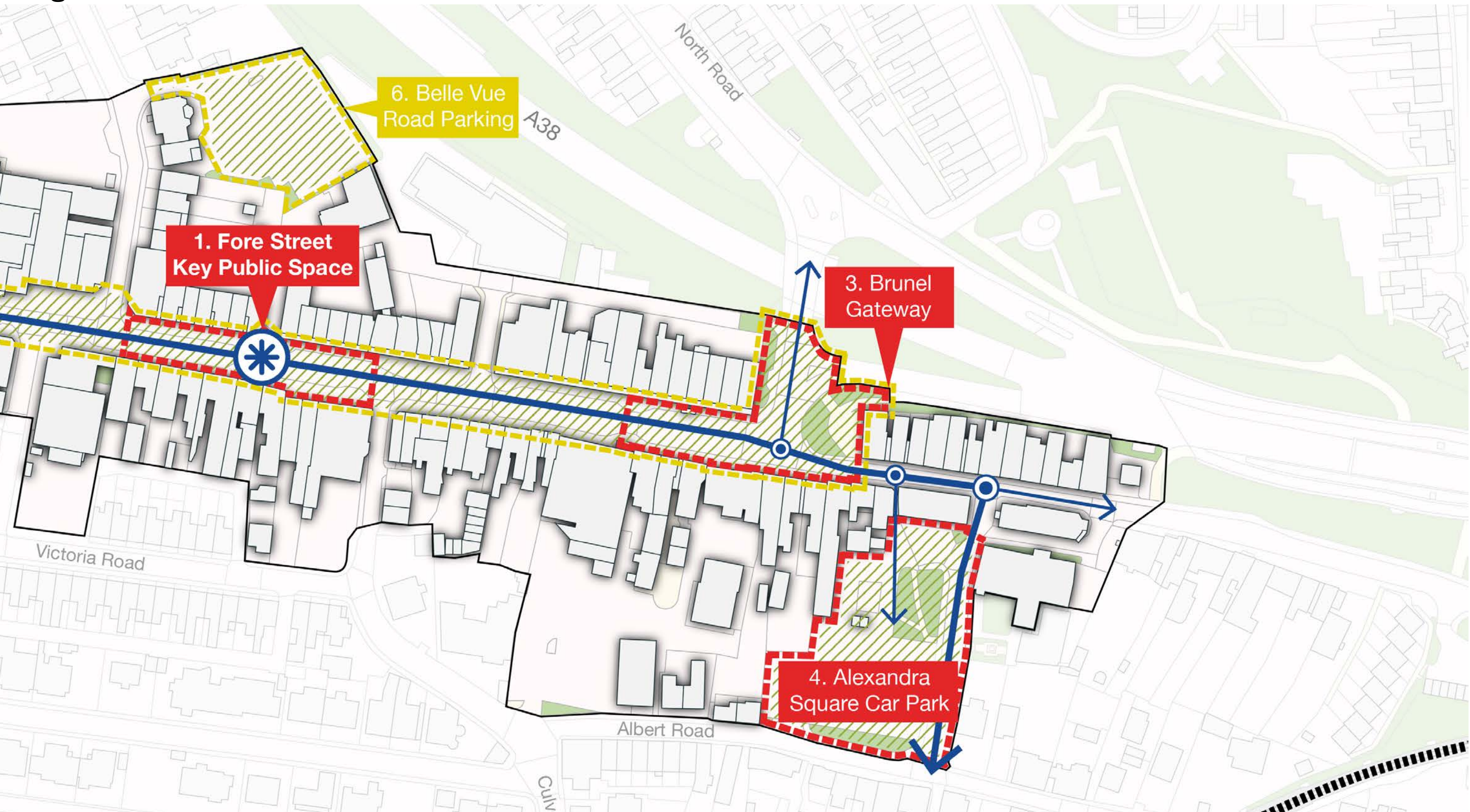
The community public engagement and the analysis of the feasibility study area reported in the previous sections, allowed the identification of the key intervention areas. These are reported below in order of priority:

1. Fore Street Key Public Space
2. Victoria Gateway
3. Brunel Gateway
4. Alexandra Square Car Park

The whole of Fore Street and Belle Vue Car Park were also identified as secondary opportunity areas.

A focused analysis and overview of the opportunities for each intervention area are reported in the following pages.





PROPOSALS: FEASIBILITY OPTIONS

PROPOSALS

VISION AND AMBITIONS

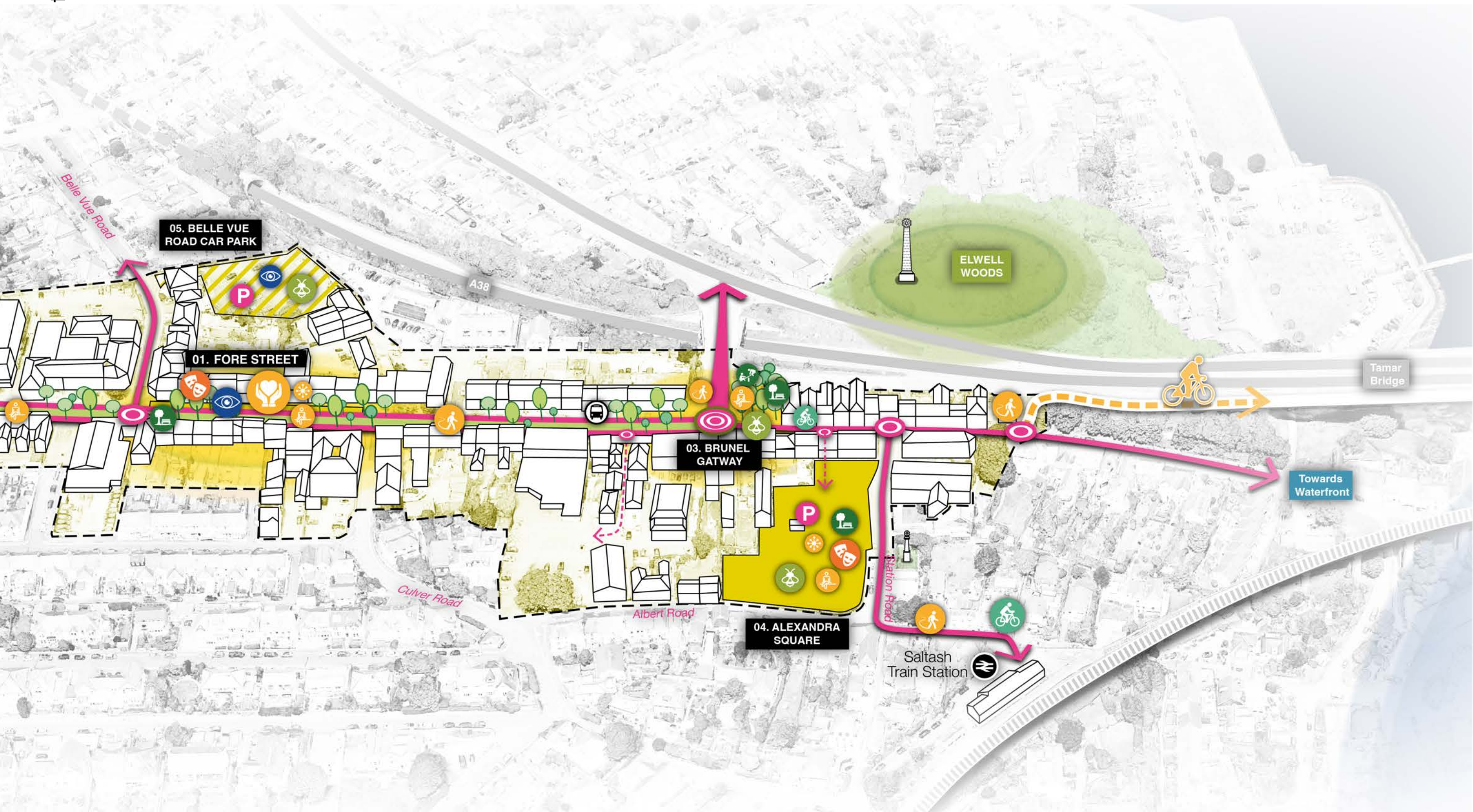
Our objective is to create a vibrant green realm in the heart if the town and to provide the town with a sense of place of which the town’s people can be proud. It will also become a place to which the public can have easy access and which will offer improved connections to the wider area.

This is our summary of the vision and ambitions for the project:

-  A Better Connected Saltash Through Signage and Way-Finding
-  Improved Walkability and Active Travel Options
-  Improved Materials and Street Furniture
-  Multi-Functional and Adaptable Spaces for a Range of Event
-  Strengthen Biodiversity and Climate Resilience
-  Creation of Meanwhile Places



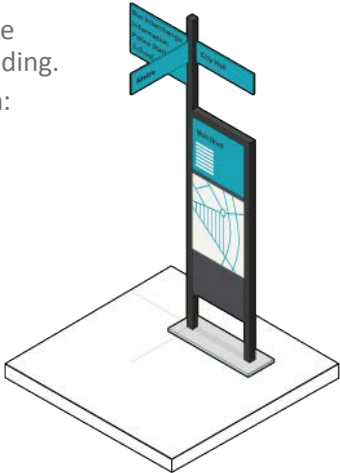
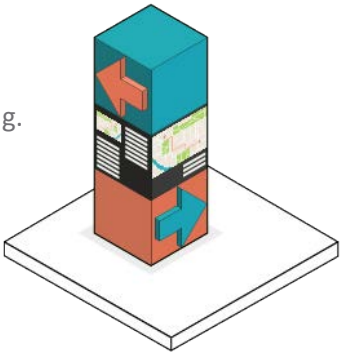
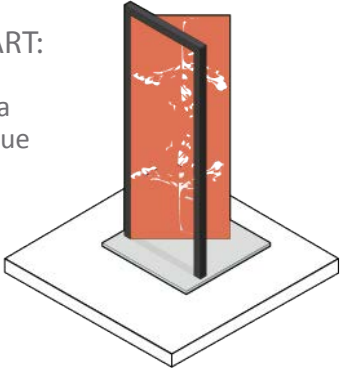
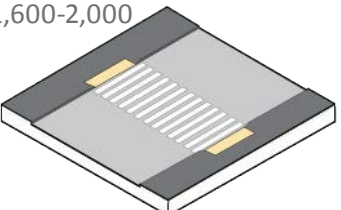
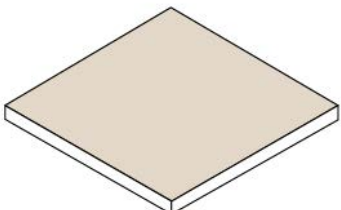
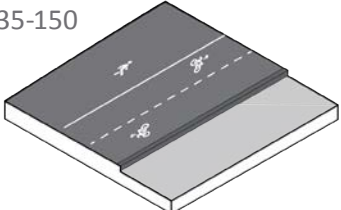
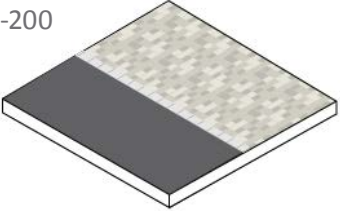
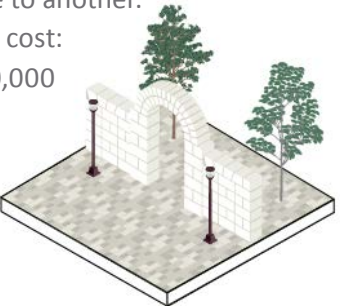
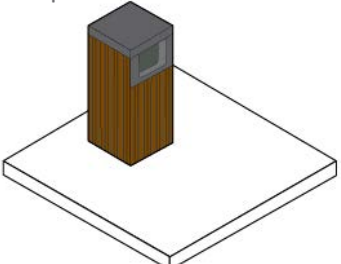
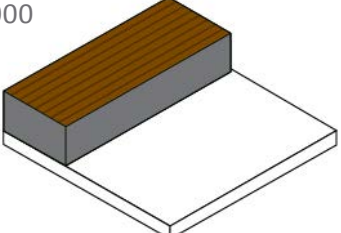
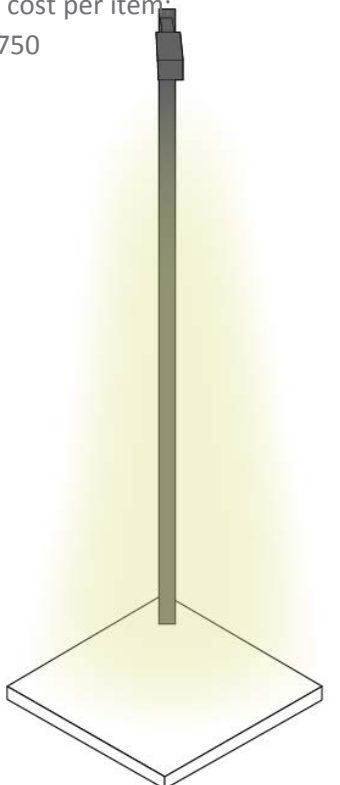
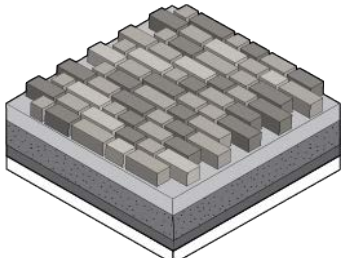
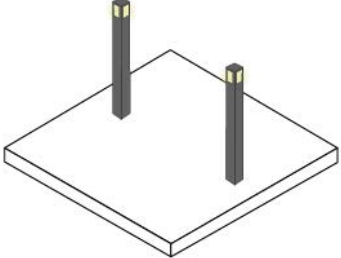
'A VIBRANT 'GREEN' REALM IN THE RETAIL HEART OF THE TOWN'



PROPOSAL

THE DESIGN TOOLKIT

To deliver the proposed interventions illustrated in the previous section, a bespoke design toolkit has been developed. The design toolkit consists of a series of physical elements/interventions that will allow for the fulfilment of the identified vision and ambitions. In addition, each element is evaluated for cost, thereby offering straightforward cost estimation guidelines* for every proposed intervention area.

 A BETTER CONNECTED SALTASH THROUGH SIGNAGE AND WAYFINDING	 IMPROVED WALKABILITY AND ACTIVE TRAVEL OPTIONS	 IMPROVED MATERIALS AND STREET FURNITURE
SIGNAGE: Clearer signs to navigate pedestrians and wayfinding. Indicative cost per item: £450-2,500  TOTEM SIGNS: Signs to showcase information and wayfinding. Indicative cost per item: £3,000-5,000  LANDMARK / STREET ART: Enhance focal points and a way to give the town unique character. Indicative cost per item: £700-10,000 	SHARED PAVING: Improve road safety and vibrancy of roads and junctions. Indicative cost per m²: £110-200  CROSSINGS: Defined area for safe pedestrian crossing. Indicative cost per item: £1,600-2,000  IMPROVED PAVING / SURFACING : Smoother continuous pavements for better pedestrian flow. Indicative cost per m²: £135-150  SHARED SPACE: Create more active travel opportunities while prioritising pedestrians and cyclists. Indicative cost per m²: £135-150  EXTENDED PAVING: Increase the surfaces that people can walk along while optimizing space. Indicative cost per m²: £170-200  PEDESTRIAN GATEWAY: Creating a transitional mark between one space to another. Indicative cost: £7,500-10,000 	BIN: Collect rubbish and encourage the public to clean the streets. Indicative cost per item: £225-350  SEATING: Increase social interaction and a place to rest. Indicative cost per item: £1,500-5,000  STREET LIGHTING: Clearer visibility to promote safety and security. Indicative cost per item: £1,750-3,750  PERMEABLE PAVING: Catch and regulate water runoff to infiltrate into the ground. Indicative cost per m²: £120-150  BOLLARDS : Limit access and protects perimeters of space. Indicative cost per item: £350-750 

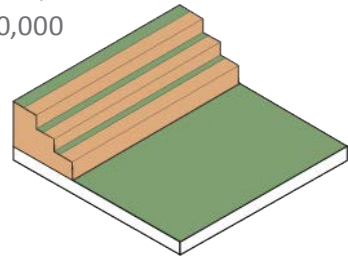
*Please note that these are indicative costs only. Further information about the costing can be found in the Appendix.

 MULTI-FUNCTIONAL AND ADAPTABLE SPACES FOR A RANGE OF EVENT

AMPHITHEATRE :

A space to watch performances and increase social interaction.

Indicative cost per item:
£75,000-100,000

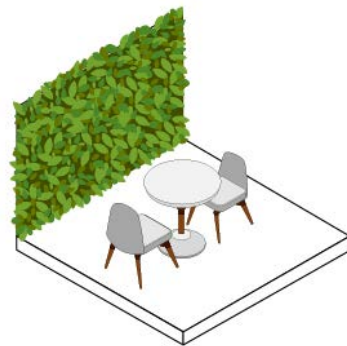


 STRENGTHEN BIODIVERSITY AND CLIMATE RESILIENCE

GREENWALL :

A way of screening and enhancing greenery.

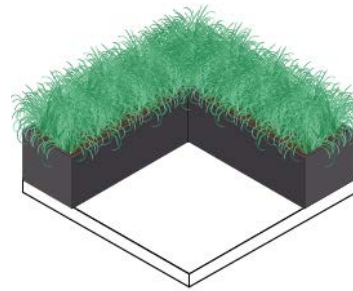
Indicative cost per m²:
£450-650



PLANTING IN PLANTERS :

A ways to create a boundary and/or increase greenery and make spaces feel larger.

Indicative cost per item:
£1,000-3,000



SUDS AND PLANTING :

Manage water runoff from the surface and reduce pollution.

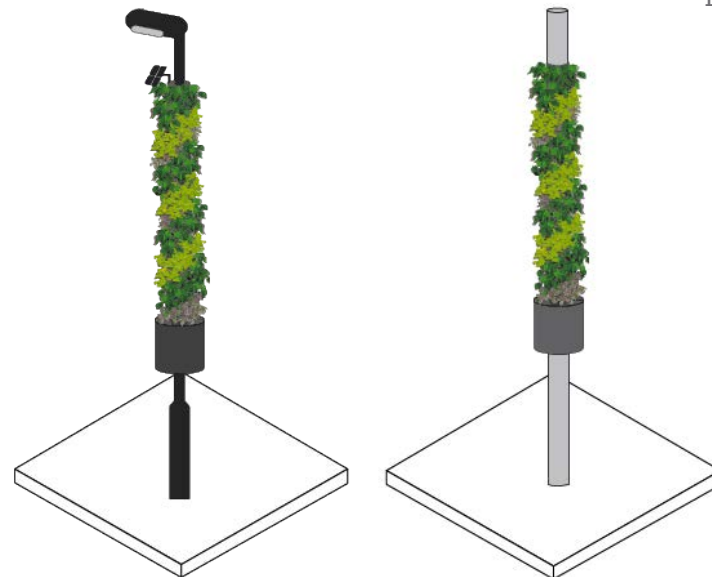
Indicative cost per m²:
£300-500



LIVING PILLARS :

A way to introduce planting in streets through a strategy of vertical planting.

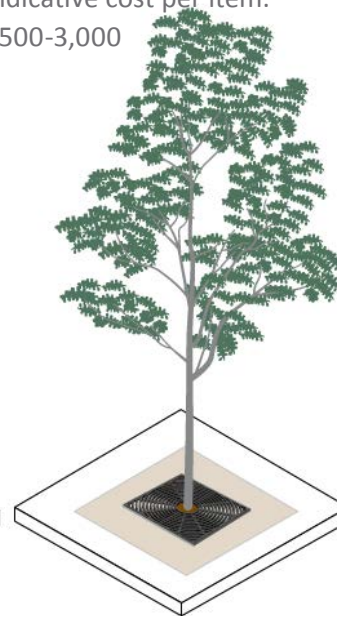
Indicative cost per item: £2,500-4,250



TREES IN SOIL :

Urban trees with the landscape.

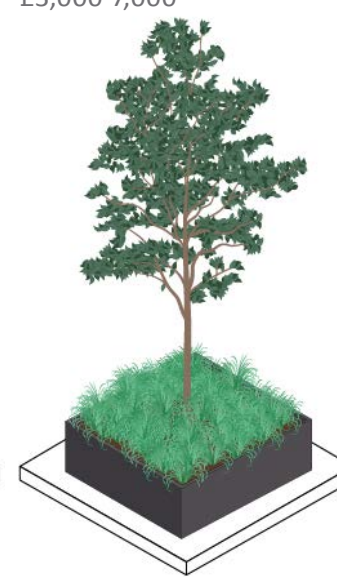
Indicative cost per item:
£500-3,000



TREES IN PLANTERS :

Optimise areas with limited space and provide shade.

Indicative cost per item:
£3,000-7,000

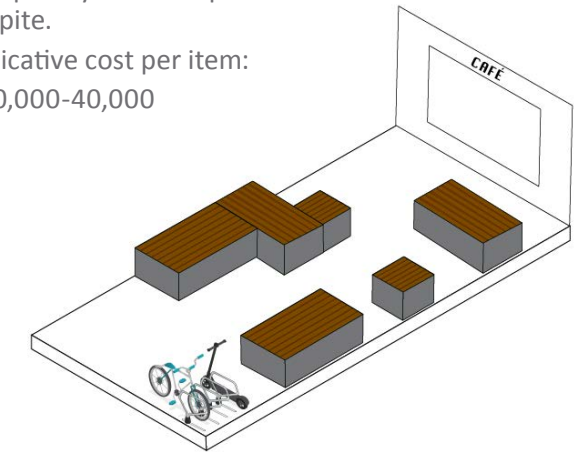


 CREATION OF MEANWHILE PLACES

POP-UP CAFE:

Temporary cafe as a place for respite.

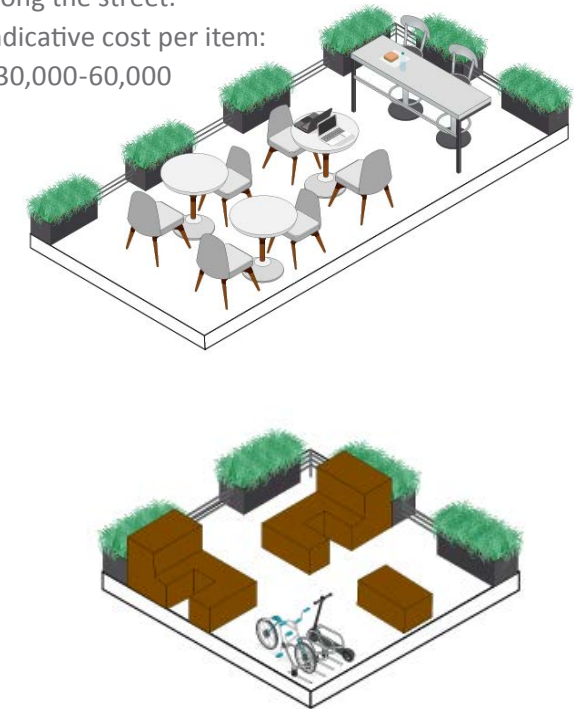
Indicative cost per item:
£20,000-40,000



PARKLETS:

More spill-out space and amenities along the street.

Indicative cost per item:
£30,000-60,000



KEY INTERVENTION AREAS

INTERVENTION AREAS

SWOT ANALYSIS [EXISTING]

FORE STREET EXISTING SITUATION

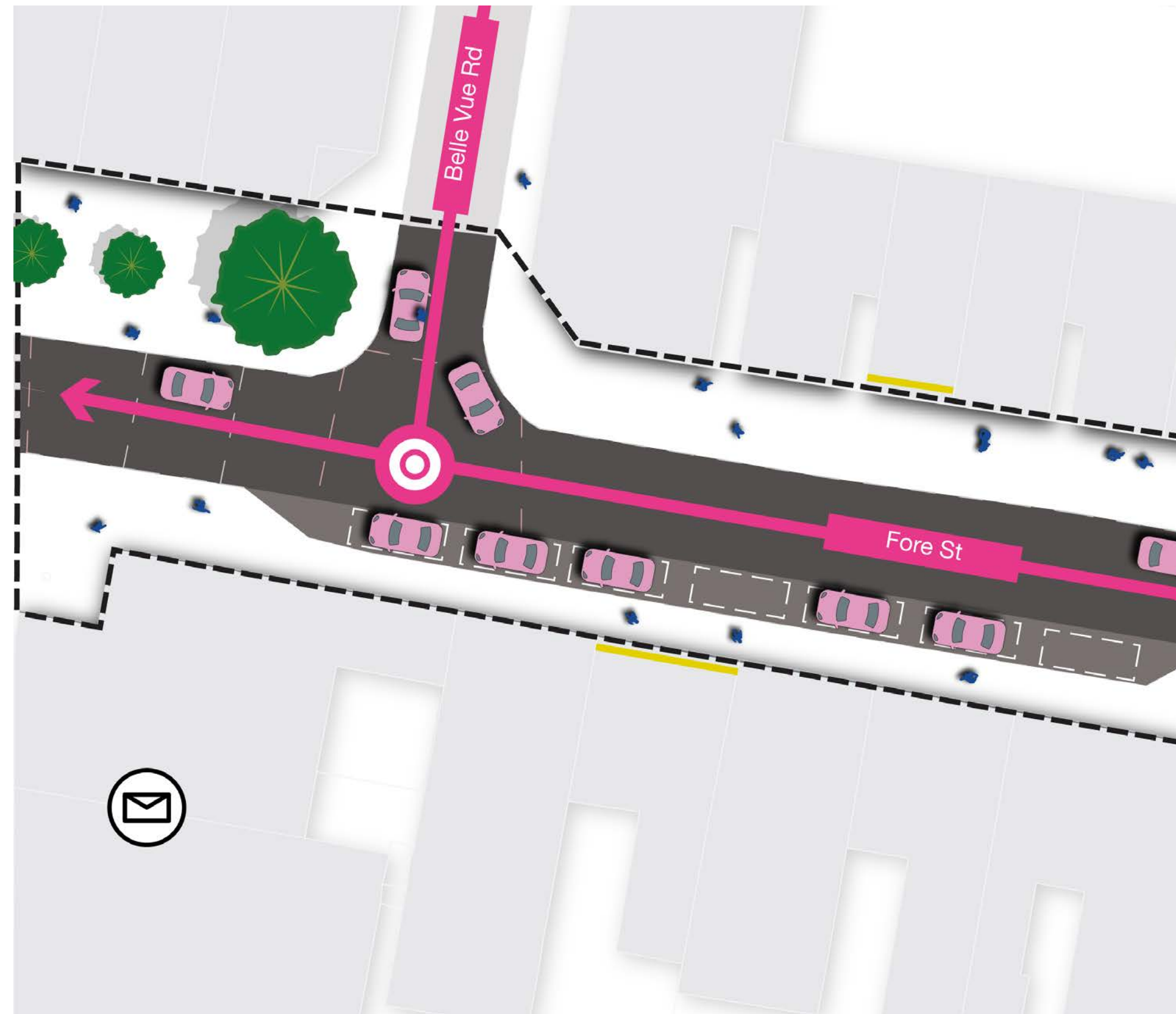
The analysis highlighting positive and negative aspects of the potential area of intervention:

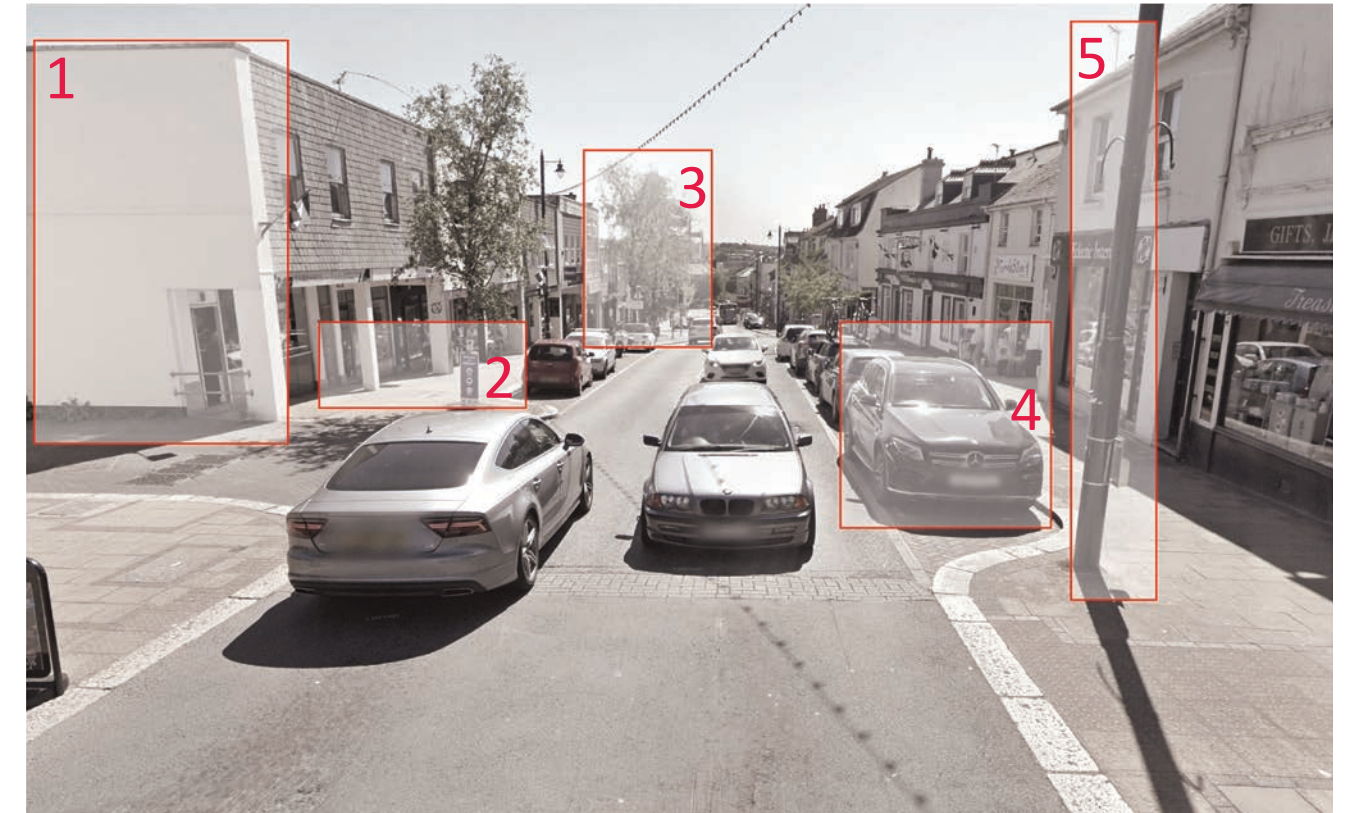
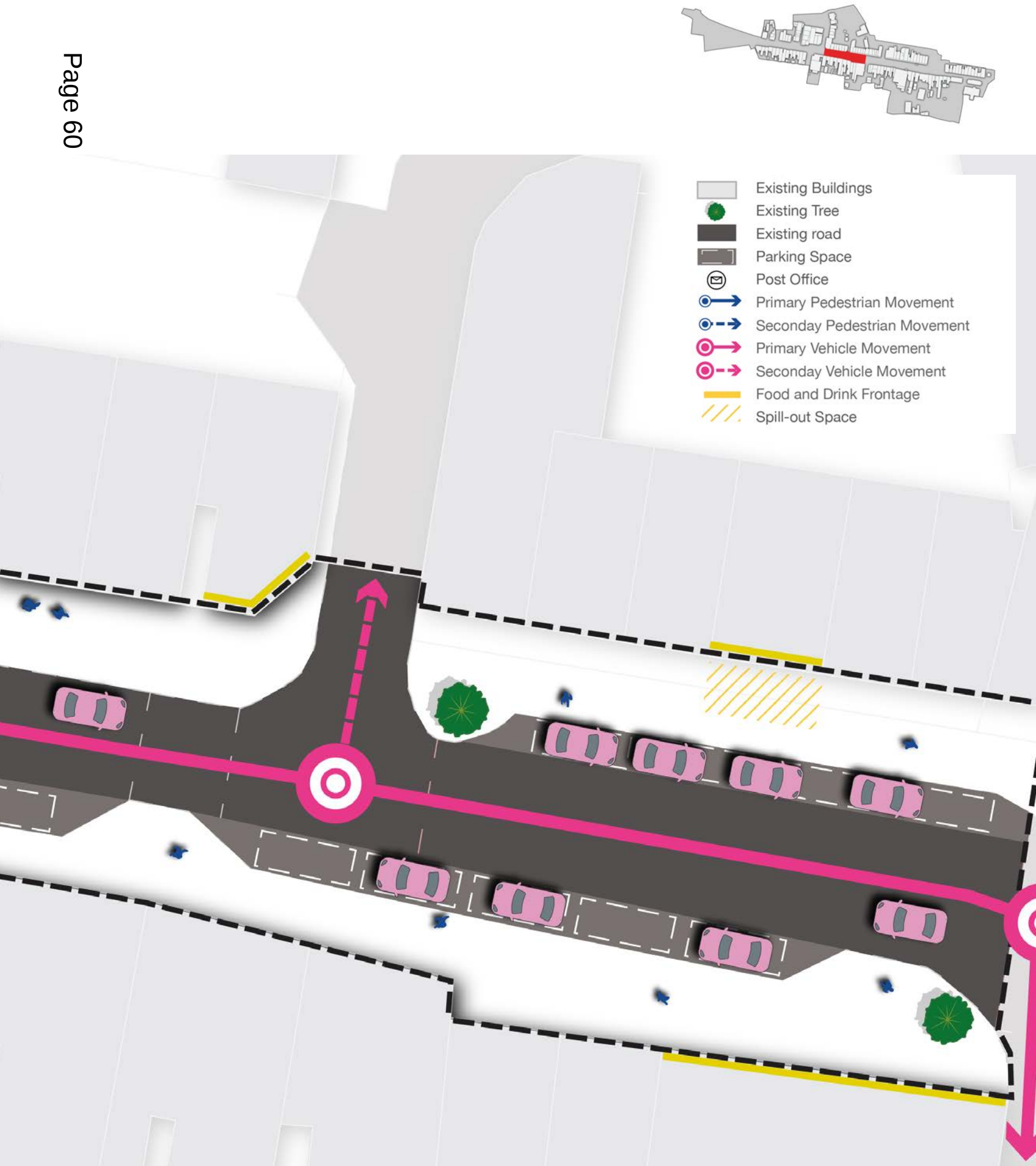
WEAKNESSES AND THREATS

- Blank elevations on entry to the primary high street
- Variation in widths to pedestrian walkway throughout the high street
- Existing street tree planting nearing retirement with unsuitable tree pits
- Vehicular dominated street scene, with high levels of on street vehicular parking
- Existing lighting strategy standard and cumbersome in its approach

STRENGTHS AND OPPORTUNITIES

- Adequate space available to accommodate active frontage associated with retail
- Prominent and important views to be emphasised of the Tamar Bridge
- Contiguous building/retail frontage framing the High Street
- Use of material change to highlight differences in priority and intended use of the space. Narrowing of the carriageway in specific locations to manage vehicular speed and demarcate entrance points to particular spaces
- Use of high quality natural stone typical to the character of the area used continuously throughout the street as a constant. Using different heights to establish differing uses for spaces and reinforce hierarchy





KEY INTERVENTION AREA PROPOSAL

FORE STREET

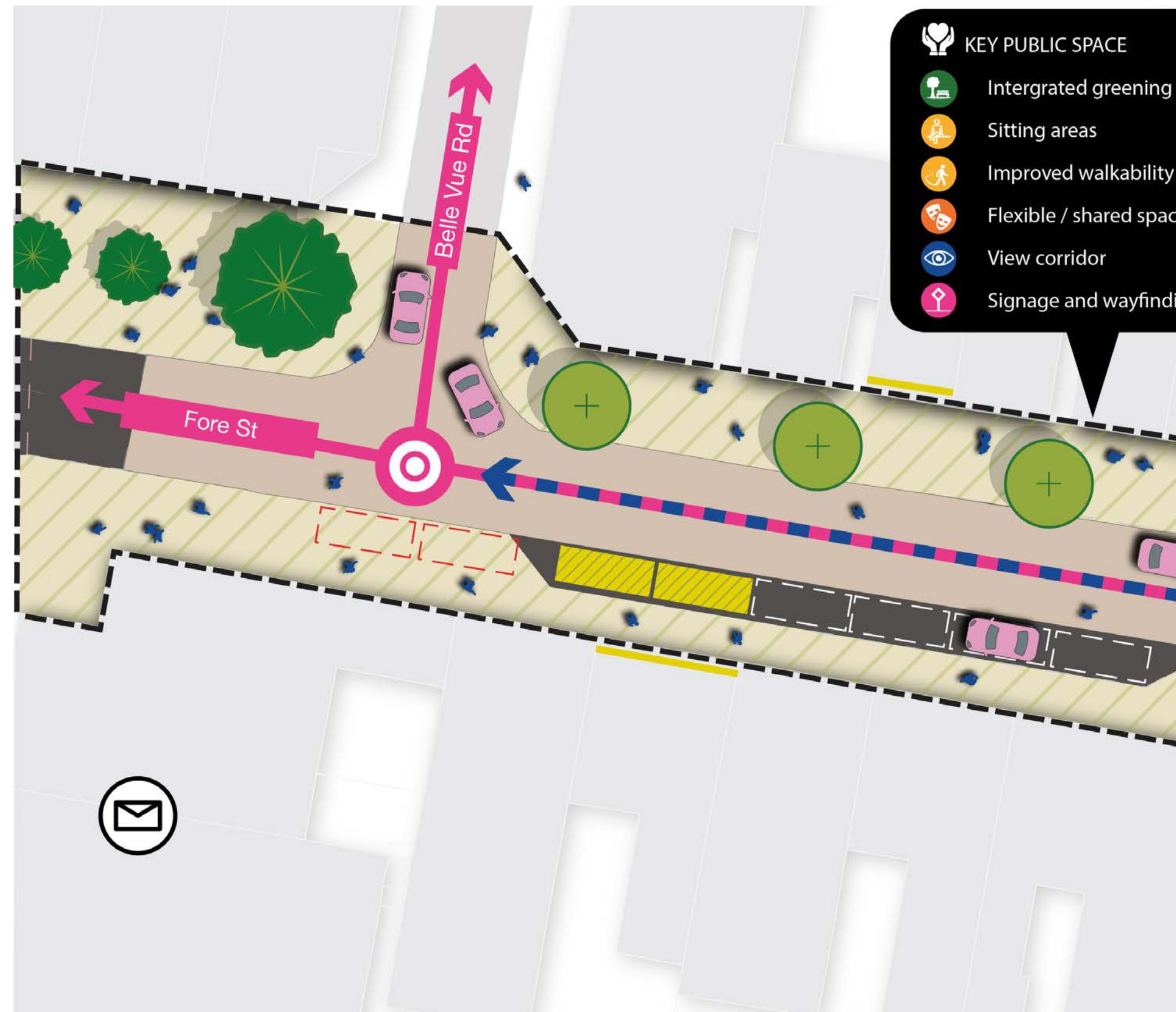
This area of Fore Street has been identified by the community as the key priority for regeneration with the main purpose of creating a vibrant public space that is at the core of the cultural and social life:

NEW TOWN SQUARE

- Fronting Brunel Inn
- Introducing a shared space environment for the whole length of the zone between Belle Vue Road and Culver Street. Option to close part of Fore Street
- Reduction in the number of on-street parking places in order to provide more space for pedestrians / street furniture
- Occasional closure of the whole zone with more frequent closure (say once per week over summer months) for the new 'Town Square'
- Use of 'Tool kit' approach to the space in order to provide incremental improvement of the public realm depending on budget availability - see suggestion of 'parklets' where parking spaces once were.
- Integrated, high specification tree planting with large tree pits and root barriers together with suitable permeable paving in order to:
 - Help combat climate change and the urban heat island effect
 - Improve health and well-being
 - Reduce surface water flooding and clean polluted water
 - Boost biodiversity and encourage urban wildlife



Kerb-side Parklet, Dublin



SPACE
 greening
 as
 walkability
 shared space for events
 or
 wayfinding



KEY INTERVENTION AREA PROPOSAL

FORE STREET EXISTING

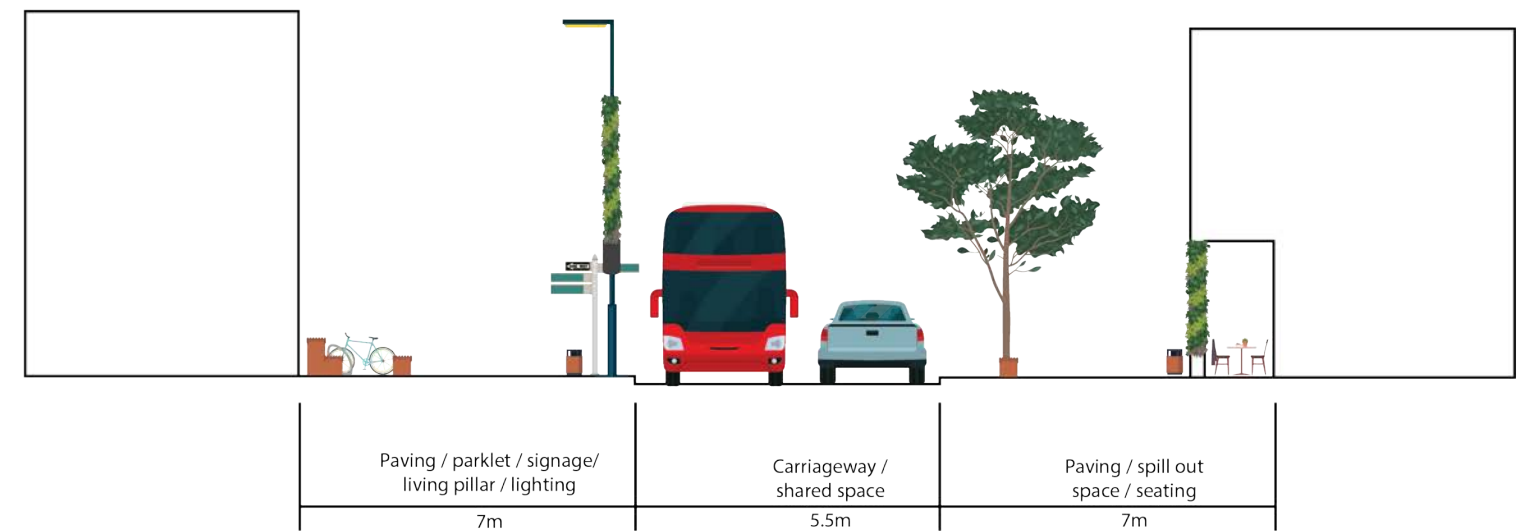
- On-street parking at both sides of the road
- Minimal greenery
- Vehicle dominated environment

PROPOSED

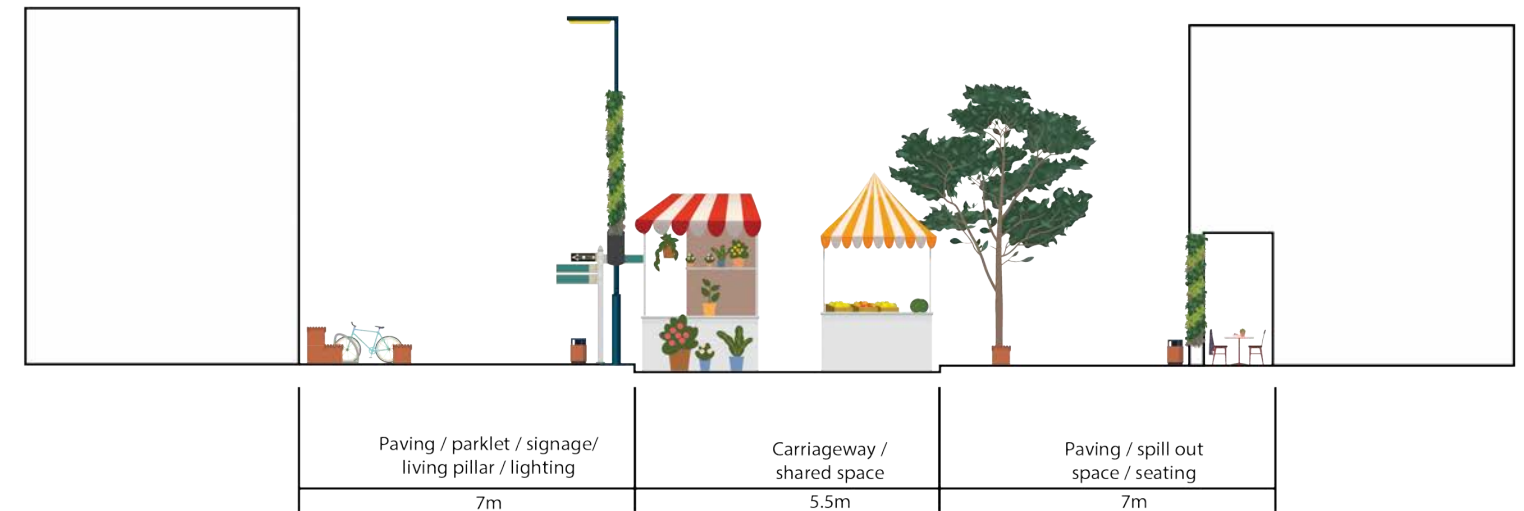
- Removal of on-street parking on both sides to make room for wider pavements to maximise pedestrian flow and provide more spaces for pop-up uses
- Creation of a central shared square to provide flexible spaces that can accommodate events and larger crowds
- Retain two lane carriageway and shared space surfacing
- Introduce living pillars, parklets and meanwhile uses to activate the public space and increase greening and footfall
- Provide seating spaces



Section AA - Proposed



Section AA - Proposed [Event Day]



Section AA - Existing



KEY INTERVENTION AREA PROPOSAL

FORE STREET

EXISTING

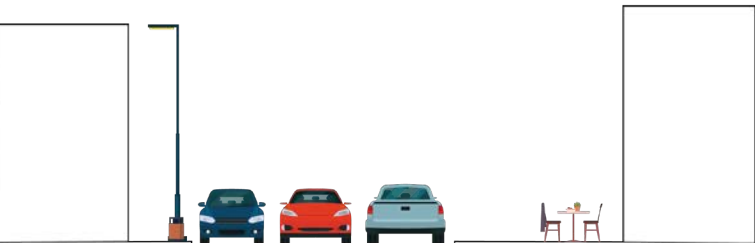
- Two lane road with on street parking on one side
- Narrow southern pavement
- Undefined break-out spaces for buildings encroaching onto the pavement interrupting pedestrian movement

PROPOSED

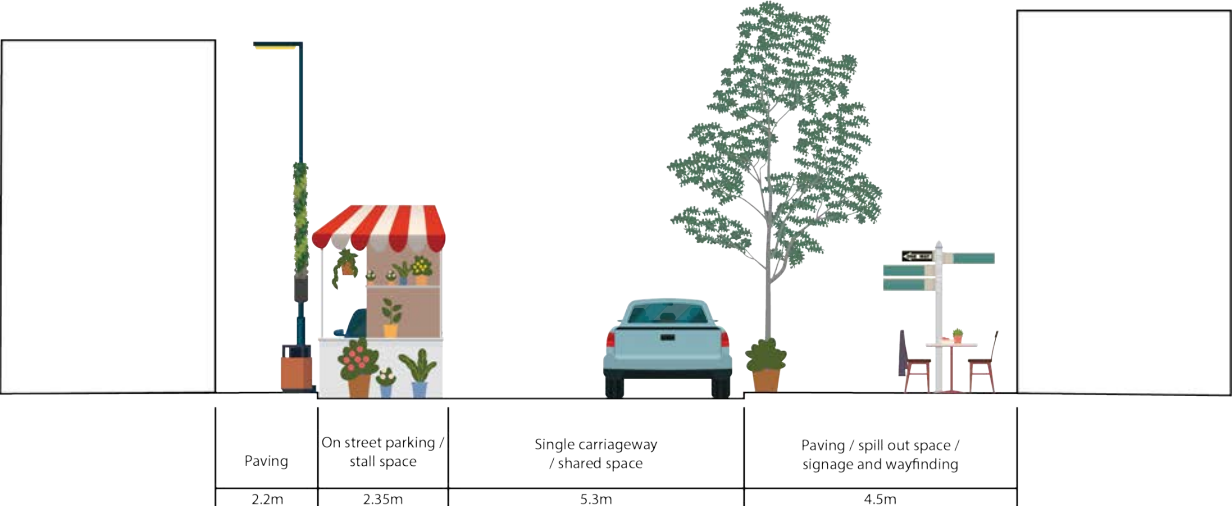
- Creation of a shared space to provide spaces for stalls and prioritise pedestrian movement on event days
- Create a more defensible public space with trees and planters to encourage the use of the space
- Improve / introduce signage and wayfinding posts and greenery
- Two lane carriageway and shared space surface
- Living pillars to bring vertical greening in more constrained locations.



Section BB - Existing

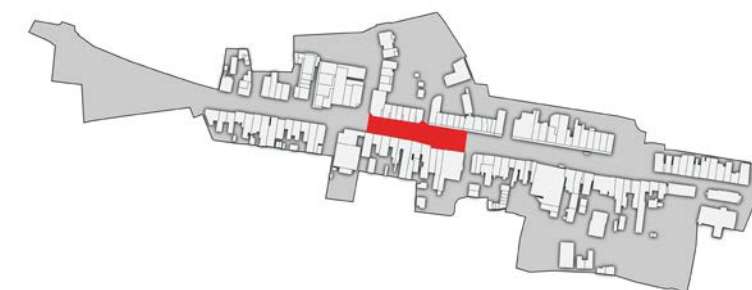


Section BB - Proposed



INTERVENTION AREAS PROPOSAL

FORE STREET



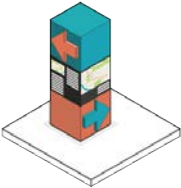
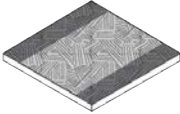
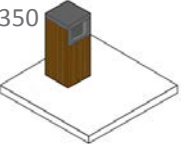
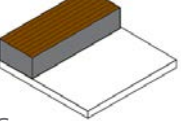
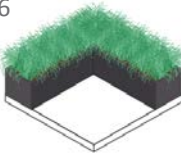
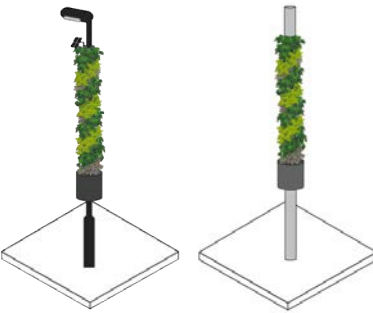
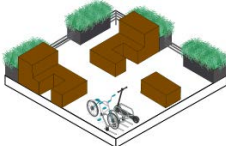
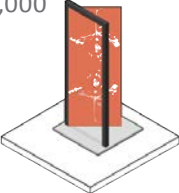
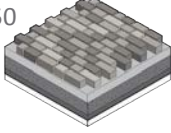
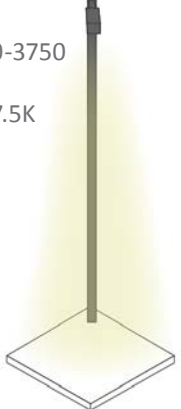
DRAFT IMAGE - TO BE UP-DATED



KEY INTERVENTION AREA PROPOSAL

FORE STREET - TOOLKIT AND COSTS

Below is an overview of the toolkit applied to Fore Street to obtain the proposed design and the high-level costing associated with it. Further information is provided in the appendix.

 A BETTER CONNECTED SALTASH THROUGH SIGNAGE AND WAYFINDING	 IMPROVED WALKABILITY AND ACTIVE TRAVEL OPTIONS	 IMPROVED MATERIALS AND STREET FURNITURE	 STRENGTHEN BIODIVERSITY AND CLIMATE RESILIENCE	 CREATION OF MEANWHILE PLACES
TOTEM SIGNS: Cost per item: £3K-5K Number of items: 1 Total Cost: £3K-5K 	SHARED PAVING: Cost per m²: £110-200 Area: 450m² Total Cost: £44,550-£81,000 	BIN: Cost per item: £225-350 Number of items: 5 Total Cost: £1,125-£1,750  SEATING: Cost per item: £1,500-5,000 Number of items: 8 Total Cost: 12-40K 	PLANTING IN PLANTERS : Cost per item: £1,000-3,000 Number of items: 16 Total Cost: £16K-£48K  LIVING PILLARS : Cost per item: £2,500-4,250 Number of items: 6 Total Cost: 15K-25.5K 	PARKLETS: Cost per item: £30K-60K Number of items: 2 Total Cost: 60K-120K  
LANDMARK / STREET ART: Cost per item: £700-10000 Number of items: 1 Total Cost: £700-10,000 	IMPROVED PAVING / SURFACING : Cost per m²: £135-150 Area: 1200 Total Cost: £162,000-£180,000 	PERMEABLE PAVING: Cost per m²: £120-150 Area: 75m² Total Cost: £9,000-£11,250  BOLLARDS : Cost per item: £350-750 Number of items: 8 Total Cost: 2.8K-6K  STREET LIGHTING: Cost per item: £1750-3750 Number of items: 10 Total Cost: £17.5K-37.5K 	TREES IN PLANTERS : Cost per item: £3,000-7,000 Number of items: 4 Total Cost: 12K-28K 	
SUB-TOTAL: £3,700-£15,000	SUB-TOTAL: £215,900-£272,000	SUB-TOTAL: £42,425-£96,500	SUB-TOTAL: £43,000-£101,500	SUB-TOTAL: £60,000-£120,000
TOTAL: £365K-£605K				

*Please note that these are indicative costs only. Further information about the cost can be found in the Appendix.

INTERVENTION AREAS

SWOT ANALYSIS [EXISTING]

VICTORIA GATEWAY (WESTERN GATEWAY)

The analysis highlighting positive and negative aspects of the potential area of intervention:

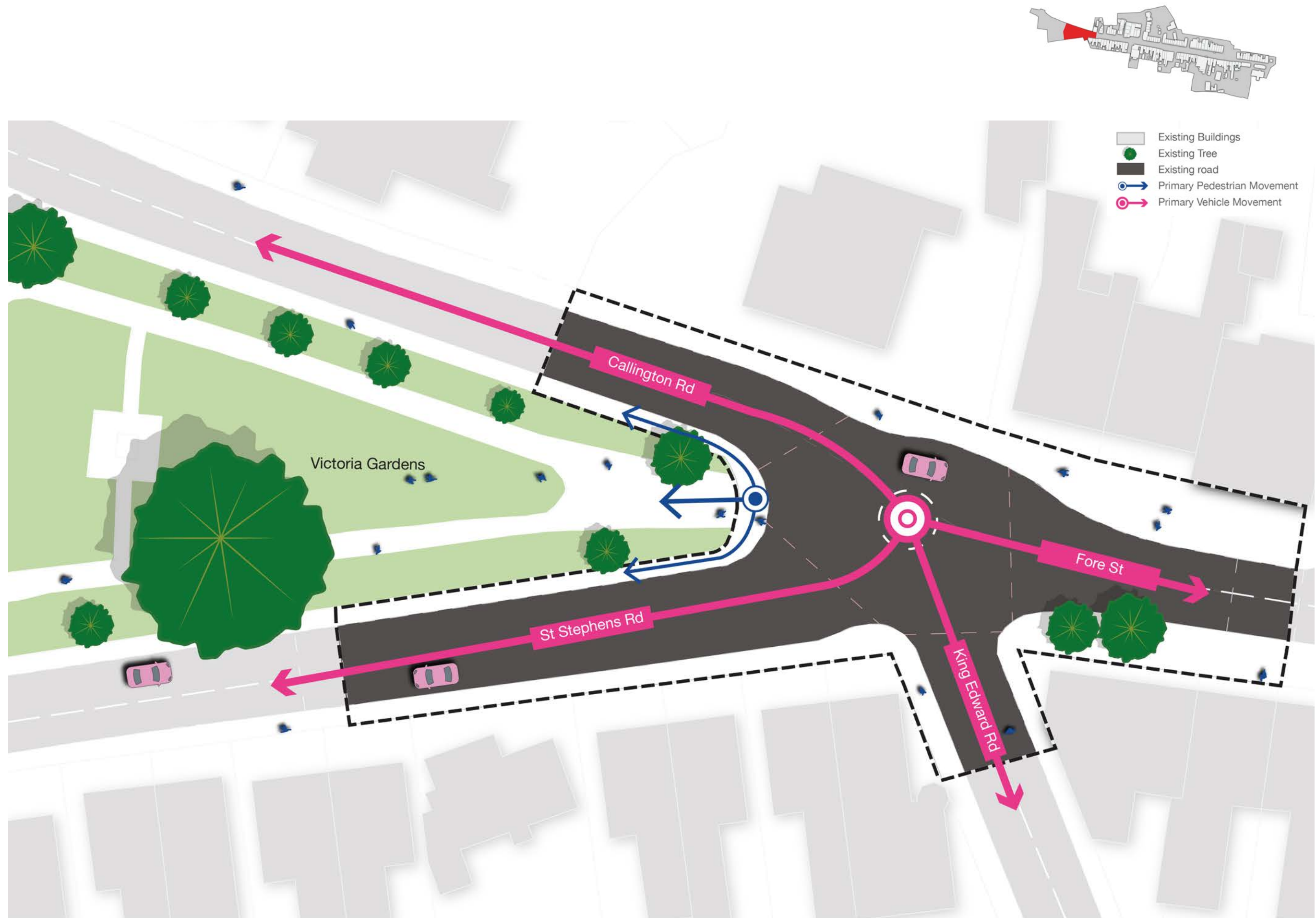
WEAKNESSES & THREATS

- Vehicular dominated street making it difficult for pedestrians to cross
- Narrow footwalk - hazardous for pedestrians
- Residents parking hinders traffic and pedestrian vision
- Corner entry / exit from Park coincides with narrow footwalk
- Four road junction presents a large area of tarmac
- Slow traffic zone with no controlled traffic measures

STRENGTHS & OPPORTUNITIES

- Shared space 'Gateway' across junction
- New planting at pedestrian level
- Designed in accordance with Streets for People design-code
- Opportunity to better navigate roads for pedestrians to travel from inner saltash to the bay with simplified and consistent signage
- Mature trees inside the park create a focal point and screen to buildings behind
- Opportunity to introduce small retail kiosk and Improved planting within Victoria Gardens
- Prominent historical statue within the park showing heritage





KEY INTERVENTION AREA PROPOSAL

VICTORIA GATEWAY

Victoria Gardens has been identified as the key area for regeneration opportunities by incorporating features that will enhance the area by becoming a more utilised and safe space.

Victoria Gardens is at the far west of Fore Street at the junction of Callington Road, St Stephen’s Road, King Edward Road, and Fore Street.

We have referred to Victoria Gardens as a ‘Gateway’ because the junction defines the zone which leads into the top of Fore Street. It is this area which, we feel should be subject to a different road surface treatment in order to signify the approach to the main shopping street of Saltash and also announce the pedestrian priority environment to the centre as previously described.

Victoria Gardens was laid out over 120 years ago and contains a large iconic Monterey Pine which is approximately 20m tall and around 140 years old. It was planted when the gardens were laid out in 1896 to celebrate Queen Victoria’s Jubilee.

The space is often used as part of both the May Fair and Christmas Festivals in Saltash and as such holds a special place in the hearts of those who live in Saltash.

Our proposals focus on the space taken by the junction to the south of Victoria gardens with the suggestion that the entrance which is currently on the corner be altered to allow a small kiosk at the ‘point’ of the small park - a change which will reinforce the park and also remove the ‘entrance’ for a potentially hazardous position on the main road junction.

As with the proposals for Central Fore Street we propose:

- A ‘shared space’ environment to the junction with decreased speed and pedestrian priority with Improved crossing at all streets for better navigations and safety
- Introduce new trees as sight guide into the centre and increase in planting opportunities through street planting and coordinated street furniture at pedestrian level
- Two new entrances to Victoria Gardens facing away from oncoming traffic, close off central entrance, encasing the space for the opportunity to introduce pedestrian interest, e.g. a kiosk or a small slip out space
- The whole space will be designed in accordance with Cornwall Council’s Streets for People Design Code
- Continuous materiality creating an improved area of public space leading into the centre
- A simplified and coordinated approach to signage

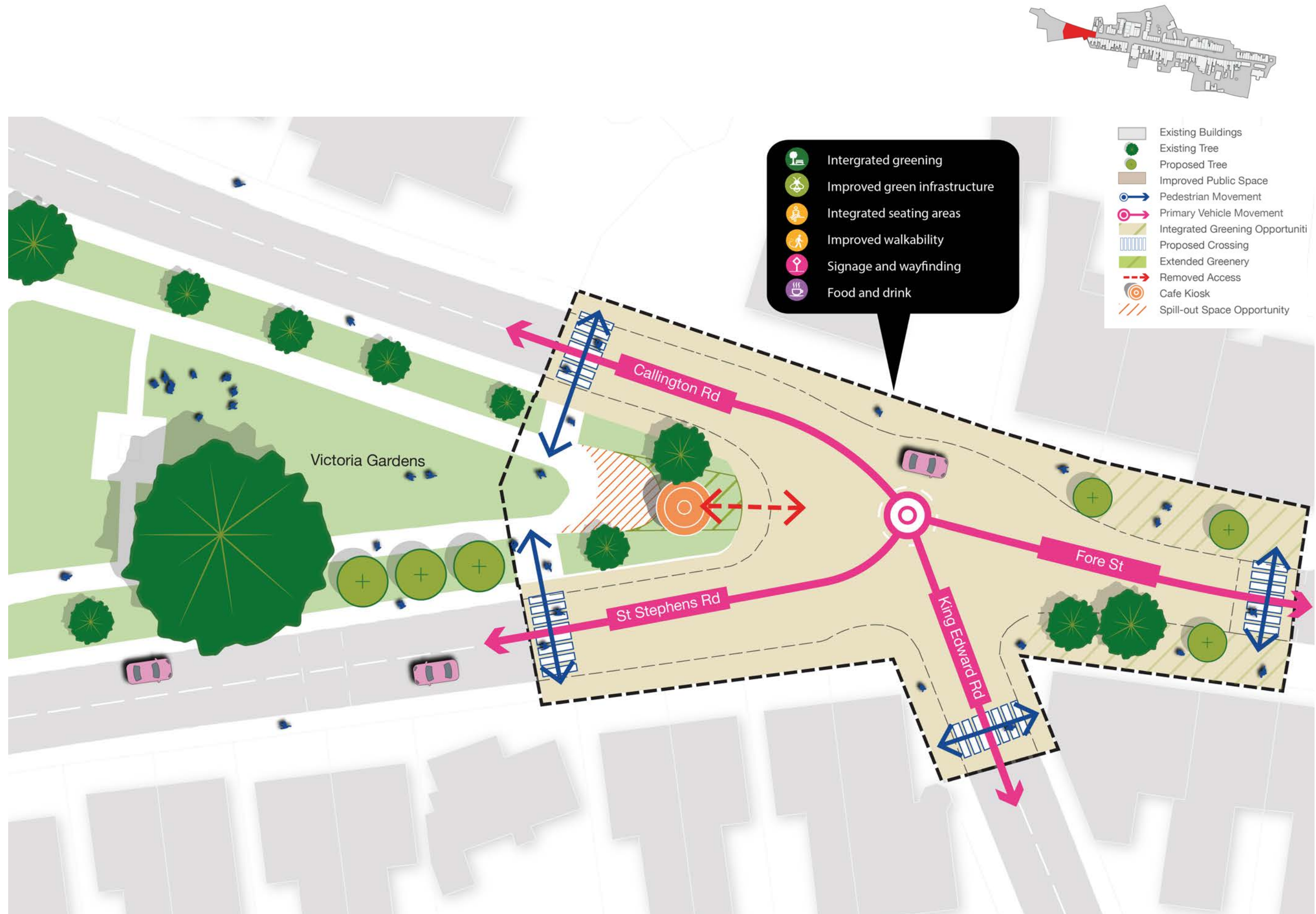


TOOLKIT AND COSTS

Below is an overview of the toolkit applied to Victoria Gateway to obtain the proposed design and the high-level costing associated with it. Further information is provided in the appendix.

Signage:	£1,350-7,500
Landmark/Street Art:	£700-10,000
Crossing:	£6,400-8,000
Improved Paving/Surfacing:	£137,700-153,000
Pedestrian Gateway:	£7,500-10,000
Bin:	£900-1,400
Seating:	£6,000-20,000
Street Lighting:	£14,000-30,000
Permeable Paving:	£27,600-34,500
Bollards:	£4,200-9,000
Planting in Planters:	£4,000-12,000
Living Pillars:	£15,000-25,500
Tree in Soil:	£3,000-18,000
Pop-up Cafe:	£20,000-40,000
TOTAL COST:	£248K-378K





INTERVENTION AREAS

SWOT ANALYSIS [EXISTING]

BRUNEL GATEWAY (EASTERN GATEWAY)

The analysis highlighting positive and negative aspects of the potential area of intervention:

WEAKNESSES & THREATS

- Area used more like a place to pass through rather than a place to use
- Vehicle dominated space with Fore St, Lower Fore St, North Street and the A38 conjoining at a single point
- Unpleasant atmosphere at 2 crossing points with lack of consistent signage for pedestrians
- Lack of cycle provision
- Public space / planting – hidden asset

STRENGTHS & OPPORTUNITIES

- Primary gateway into Saltash through the A38 / Tamar Bridge and the centre
- Potential new location for Brunel's bust?
- Good public transport connectivity and connection to the waterfront through Lower Fore St
- Create a shared space gateway across the junctions for improved crossing for pedestrian and better navigation if vehicles
- Opportunity to relocate Brunel's bust for better visibility for local heritage
- Improve the driving experience into Saltash by creating a gateway with clear signs into Saltash
- A hub for activity or a breakout space, cycle stands and or a shared space; a great place for cyclists' café – The Cycle Hub!





KEY INTERVENTION AREA PROPOSAL

BRUNEL GATEWAY

The area of Brunel Gateway covers the existing road junction off the A38 slip road leading to Fore Street and Lower Fore Street. Also included is the small public space defined by dense planting and the Merkur Slots retail unit (now closed) in Brunel House. There is a pedestrian crossing point which links the public space with the position of Brunel’s bust which sits in a small space set back from the foot-walk over looking the road and rail bridges.

This space has many challenges as set out on the previous page. Our intention is to reduce the amount of planting which currently provides more of a screen to the space and to change the position of the pedestrian crossing making it more of a continuation of the pedestrian route down the north side of Fore Street creating a vibrant public space with improved walkability for pedestrian and active travel options for cycles and vehicular transport.

The whole junction will be subjected to a similar shared space surface treatment in order to reduce traffic speeds and improve pedestrian space.

In the same way as Victoria Gardens junction we propose:

- A ‘shared space’ Gateway environment to the junction with decreased speed and pedestrian priority.
- Reinvigorating a ‘forgotten’ public space - ideal location for small events or a cafe or a cyclists ‘hub’
- Appropriate planting and coordinated street furniture at pedestrian level; perhaps also a more suitable position for the bust of Brunel.
- The whole space will be designed in accordance with Cornwall Council’s Streets for People Design Code
- A simplified and coordinated approach to signage

Signage is particularly important to allow Saltash to display appropriately design and coordinated signs which attract rather than confuse those approaching from the A38.

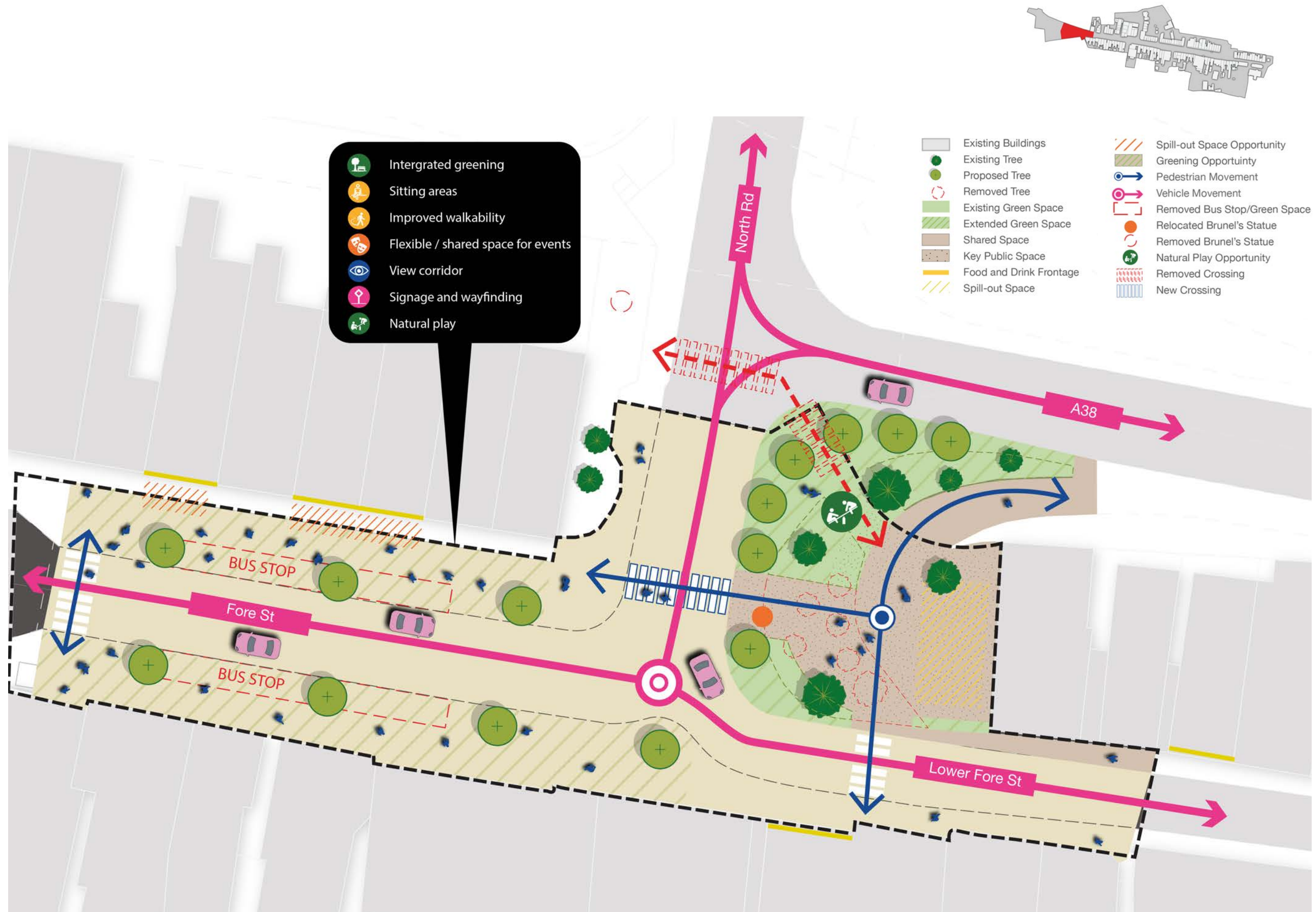


TOOLKIT AND COSTS

Below is an overview of the toolkit applied to Brunel House Gateway to obtain the proposed design and the high-level costing associated with it. Further information is provided in the appendix.

Signage:	£900-5,000
Totem Sign:	£3,000-5,000
Shared Paving:	£49,500-90,000
Crossing:	£1,600-2,000
Improved Paving/Surfacing	£135,000-150,000
Extended Paving:	£37,400-44,000
Bin:	£900-1,400
Seating:	£12,000-40,000
Street Lighting:	£17,500-37,500
Bollards:	£3,500-7,500
Greenwall:	£11,250-16,250
Planting in Planters:	£12,000-36,000
SuDS and Planting:	£75,000-125,000
Living Pillars:	£15,000-25,500
Tree in Soil:	£5,000-30,000
Tree in Planter:	£12,000-28,000
TOTAL COST:	£391,5K-643K





INTERVENTION AREAS

SWOT ANALYSIS [EXISTING]

ALEXANDRA SQUARE CARPARK

STRENGTHS

- Connection with existing church and memorial square that could be enhanced (1)
- Saltash Peace Garden is a well maintained space opposite the Historic Centre (Church, museum, memorial square...) with views towards Tamar Bridge that could be enhanced (2)

WEAKNESSES

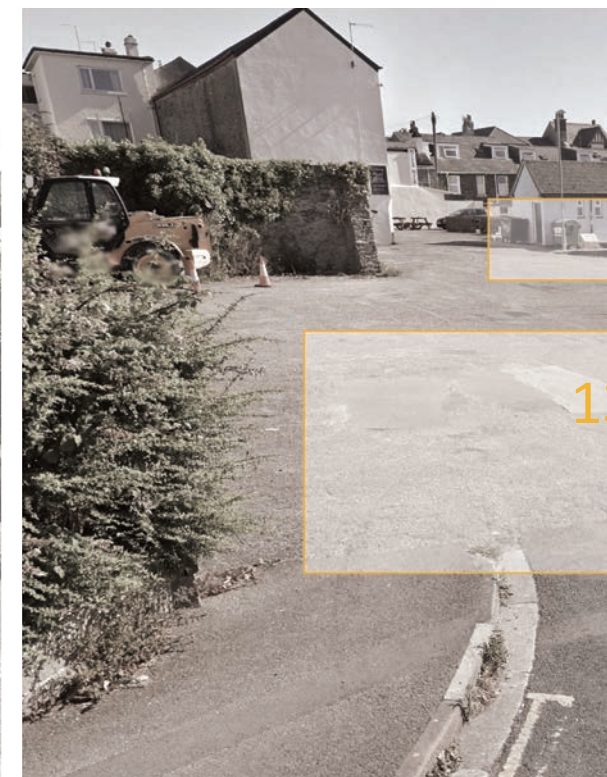
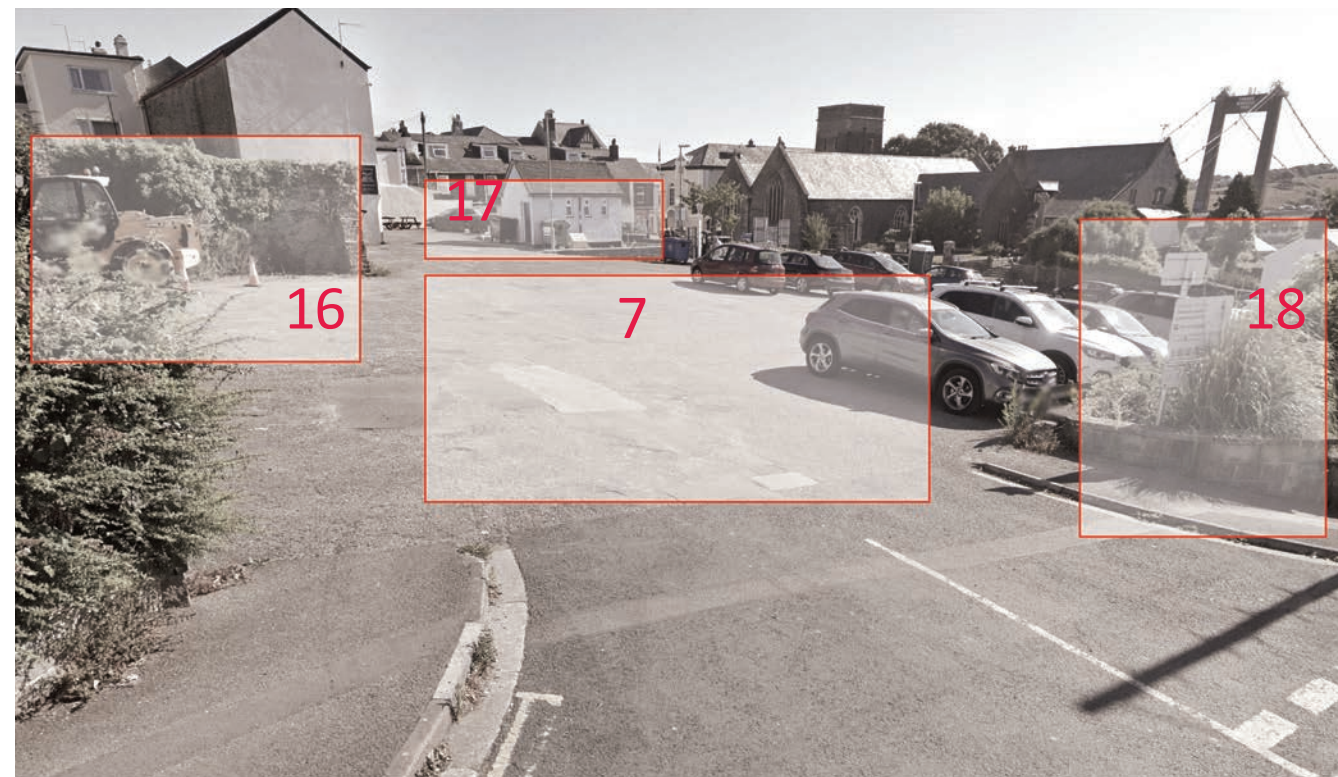
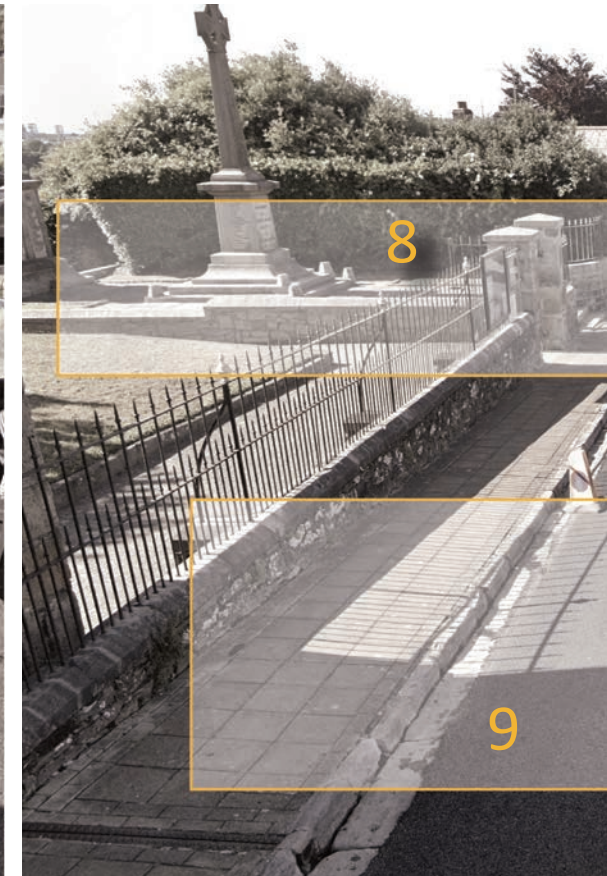
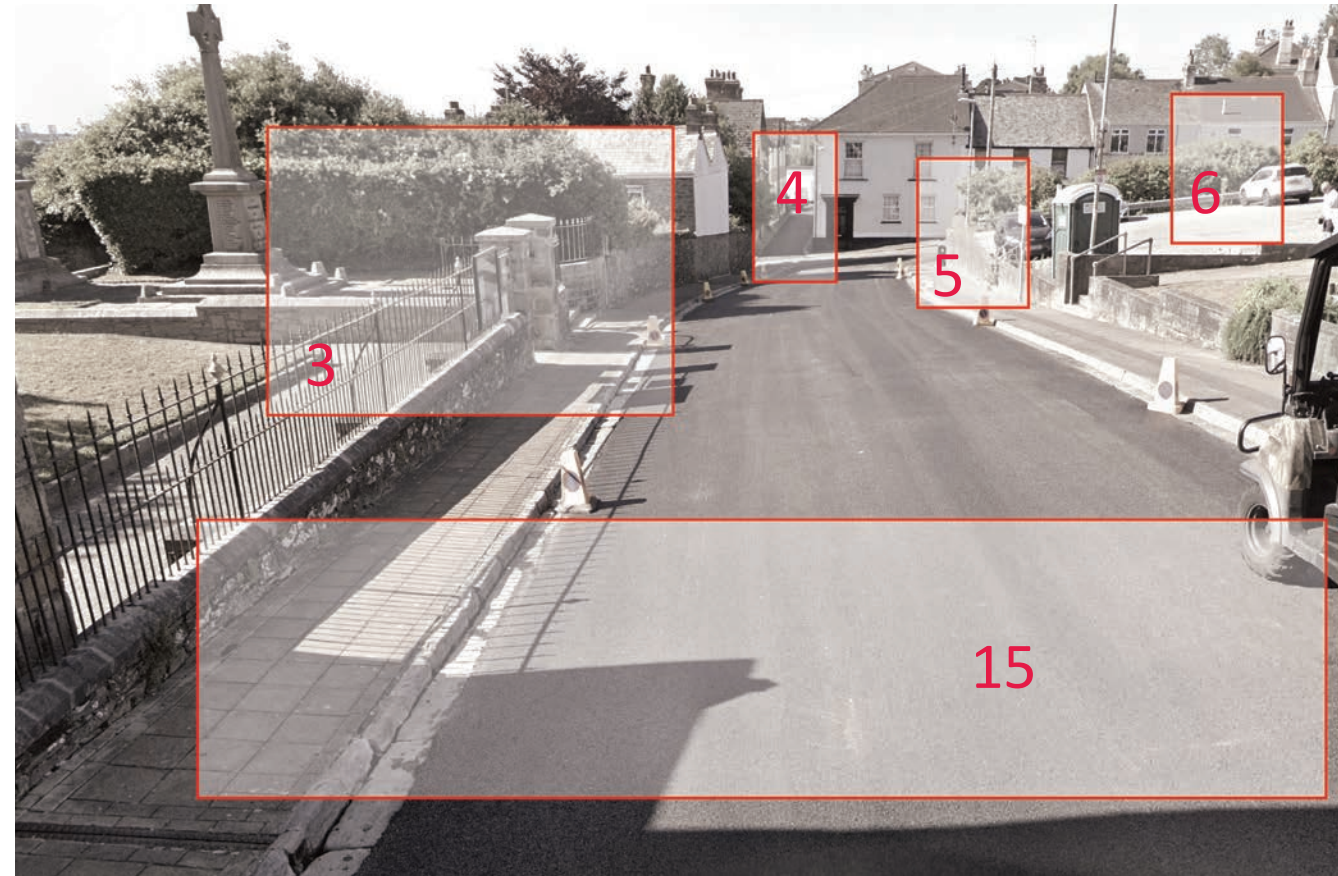
- Disconnect between existing memorial and pedestrian activity (3)
- The entrance through Station Road is a weak point for car visibility. Poor quality way finding and connectivity to the train station. (4)
- Steep gradient. Level change between carriage way and car park. (5)
- Under utilised space, lack of landscaping features and poor quality pedestrian entrance. Large tarmac space. (6)
- Lack of vegetation in most of the site. Large tarmac space (7)

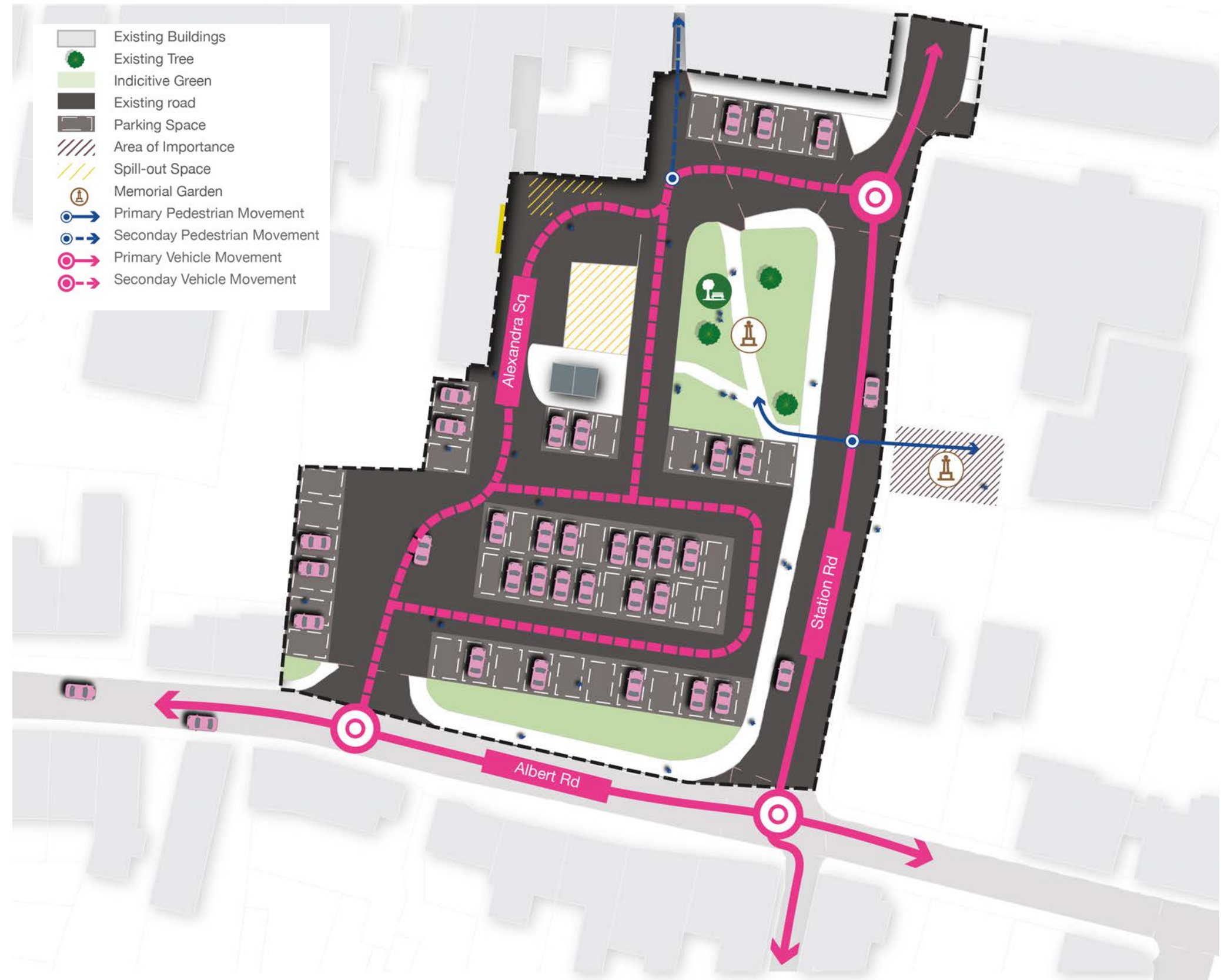
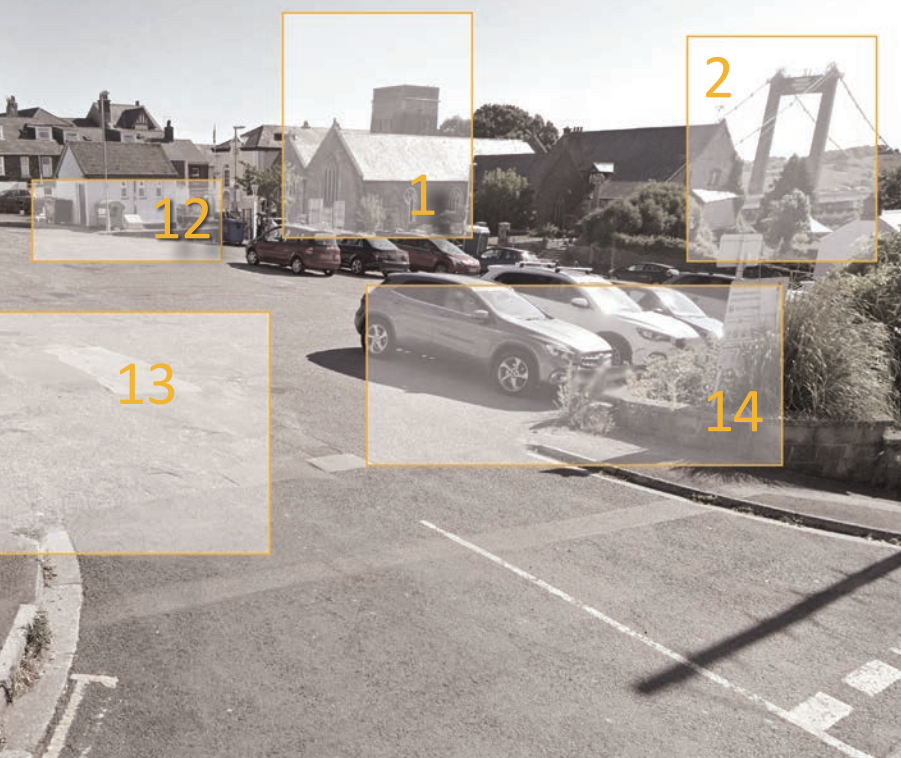
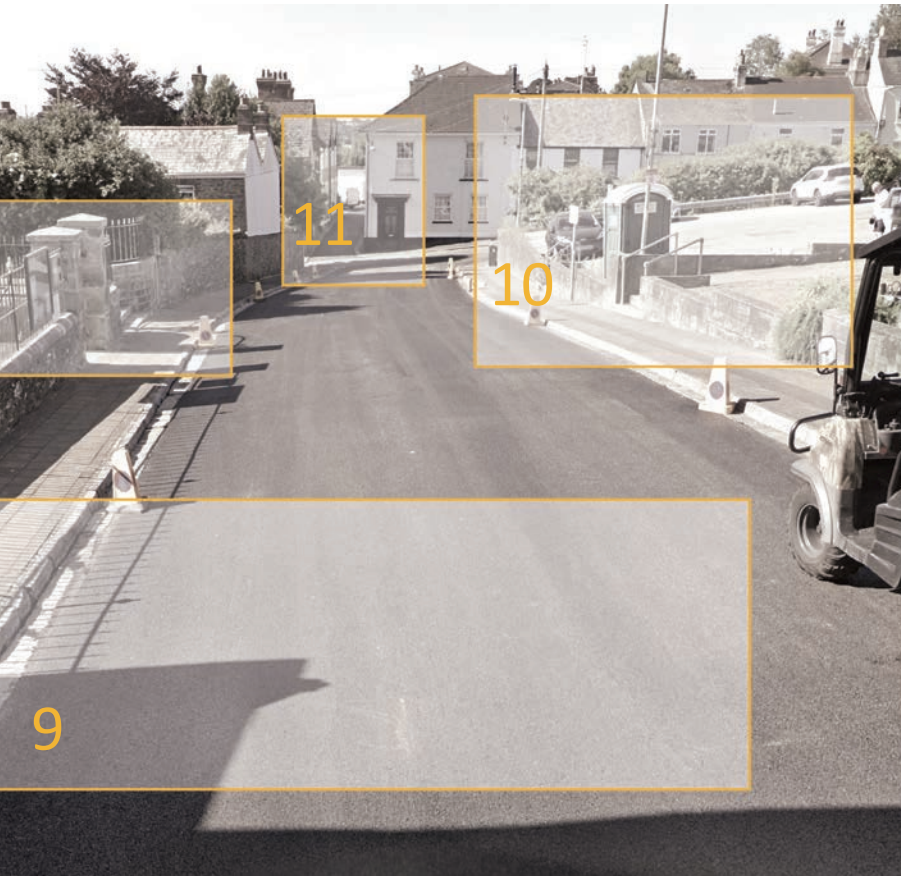
OPPORTUNITIES

- Potential to open up the existing memorial and extend the site (8)
- Access: Potential to become the water access point and to enhance the pedestrian entrance implementing a way-finding strategy to create clarity of connections and routes (9)
- Utilise level change to edge of car park to create a temporary event space and amphitheatre seating (10)
- Downgrade/close the carriageway and upgrade materiality. Shared space street that provides a pedestrian priority and encloses a proposed memorial square. (11)
- Option to close the road on the right side of Alexandra Square. There should be a clean connection with the Train Station and the existing public gardens. (12)
- Potential for a modest residential scheme. The north side could also be a green area. Car park could be more efficient and re-organised. (13)
- Public realm features implementing high quality place making principles (14)

THREATS

- Dominant carriageway currently occupying high speed traffic as it turns from Lower Fore Street (15)
- Lack of natural surveillance. Blank elevations on entry to carpark. (16)
- No visual connection to existing gardens. The site becomes hidden on entry. (17)
- Poor quality vegetation and landscape feature at entrance of space. (18)





KEY INTERVENTION AREA PROPOSAL

ALEXANDRA SQUARE

An area of huge potential. Alexandra Square was originally the Market Square for Saltash. Although slightly ‘removed’ from Fore Street, the space is adjacent to the Guildhall and opposite the Church, War Memorial and Museum. It is the Civic Centre of Saltash.

We propose the extension and improvement of the Peace Gardens creation of new public green space and informal amphitheatre with stage and partial closure of Station Road to create a new public square.

Alexandra Square is also close to the Rail Station. We feel that this area could be developed to provide far more to the public realm than it currently does. The Peace garden is currently cut off with access to the car park and Station road on three sides; this could be improved with access to the car park restricted to toe entrance off Albert Road.

We also propose that Station Road could, on occasion be closed to allow summer concerts / performances to take place in the Square. This might involve the creation of a terraced area of grass to allow an audience to view both a temporary stage as well as taking in the view of the Tamar and the historic bridges. It is an ideal spot.

Obviously there will be a reduction on parking numbers so traffic surveys will need to be carried out to determine whether or not a reduction in parking spaces is feasible. There was opposition from the public during the consultation exercise however this reaction is to be expected whenever any reduction in available parking is suggested.

NEW TOWN SQUARE

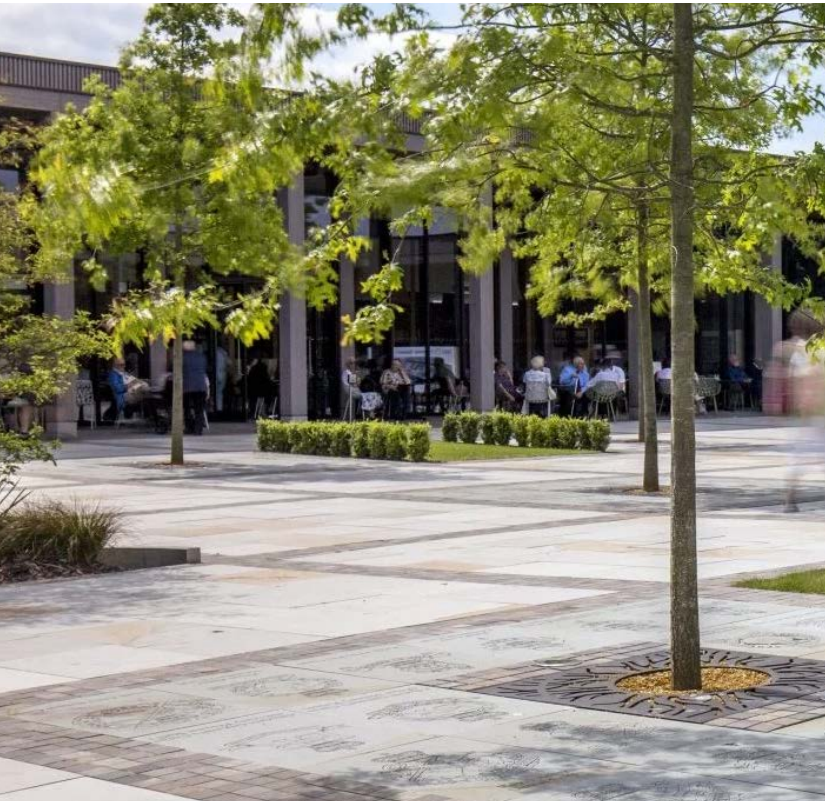
- A social space with integrated seating within the greenery
- Improved paving/surfacing for pedestrian movement and accessibility
- Ability to close Station Road when performances are taking place
- Retain access to parking behind shops
- Creation of a new hard surface Remembrance Square fronting the War Memorial
- Access to car park retained off Albert Road
- Parking spaces limited to upper level make more room for a social green space with the town
- Terraced sitting steps fronting stage area - a shared space of events
- Existing memorial garden extended and re-landscaped the west
- Improved in signage and way-finding between spaces to and from the train station

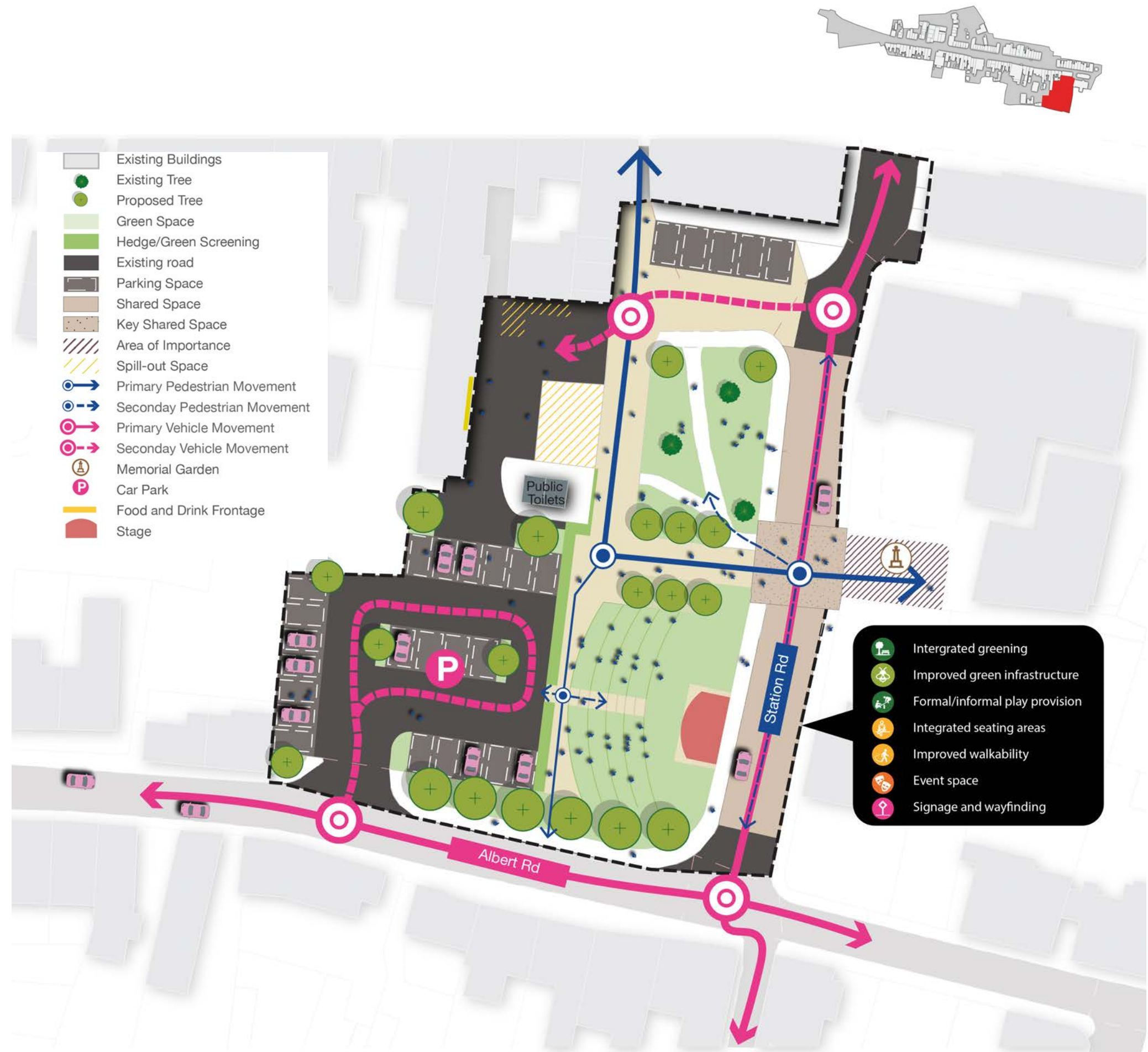


TOOLKIT AND COSTS

Below is an overview of the toolkit applied to Alexandra Square to obtain the proposed design and the high-level costing associated with it. Further information is provided in the appendix.

Signage:	£900-5,000
Landmark/Street Art:	£700-10,000
Improved Paving/Surfacing	£151,200-168,000
Shared Space:	£13,500-15,000
Bin:	£1,125-1,750
Seating:	£9,000-30,000
Street Lighting:	£17,500-37,500
Permeable Paving:	£48,600-60,750
Bollards:	£2,800-6,000
Amptitheatre:	£75,000-100,000
SuDS and Planting:	£55,500-92,500
Living Pillars:	£15,000-25,500
Tree in Soil:	£10,000-60,000
TOTAL COST:	£400K-612K





INTERVENTION AREAS

SWOT ANALYSIS [EXISTING]

BELLE VUE ROAD CARPARK - EAST

STRENGTHS

- Wonderful views across to the Tamar. Easy vehicle access from high street.

WEAKNESSES

- Sloping site but not excessive. Large Tarmac surface with no prominent vegetation
- Lack of way-finding or pedestrian access makes the site hidden from Fore Street

OPPORTUNITIES

- Additional pedestrian access could be gained via Hemsley Fraser courtyard
- Potential for high quality landscaping strategy to enhance views towards the Tamar river
- Introduce new vegetation and seating areas by revisiting the car park layout and achieving a more efficient parking strategy

THREATS

- It is too close to A38? Noise issue? There could also be difficulties opening a pedestrian access through Hemsley Fraser courtyard



BELLE VUE ROAD CAR PARK - EAST

PROPOSED INTERVENTION

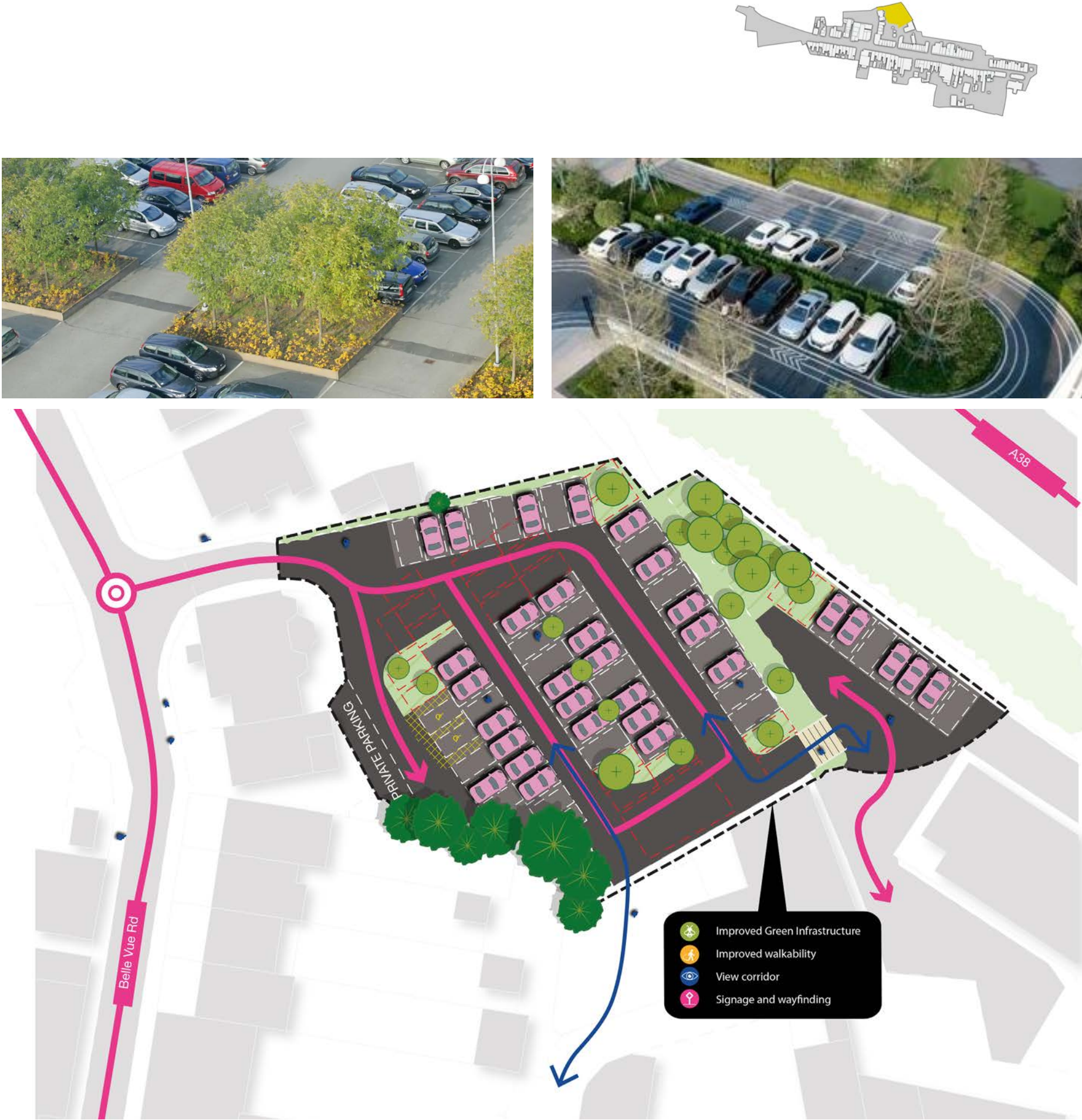
- Increase pedestrian permeability
- Increase planting but not restrict views out
- Terraced planting between upper and lower levels
- Reduced parking spaces in order to increase green areas
- Solar canopy / EV charging potential

TOOLKIT AND COSTS

Below is an overview of the toolkit applied to Alexandra Square to obtain the proposed design and the high-level costing associated with it. Further information is provided in the appendix.

Signage:	£900-5,000
Improved Paving/Surfacing	£162,000-180,000
Bin:	£675-1,050
Street Lighting:	£17,500-37,500
Permeable Paving:	£99,600-124,500
Bollards:	£700-1,500
SuDS and Planting:	£40,500-67,500
Tree in Soil:	£8,000-48,000
TOTAL COST:	£330K-465K

- Legend:
- Existing Buildings
 - Existing Tree
 - Proposed Tree
 - Removed Tree
 - Greening Opportunity
 - Permeable Surface Parking Spaces
 - Stairs
 - Pedestrian Movement
 - Vehicle Movement



PRECEDENT PLACES

BRIEF SUMMARY

PRECEDENT IMAGES



Precedent: San Francisco Public Parklets



Precedent: CityDeck, Stoss



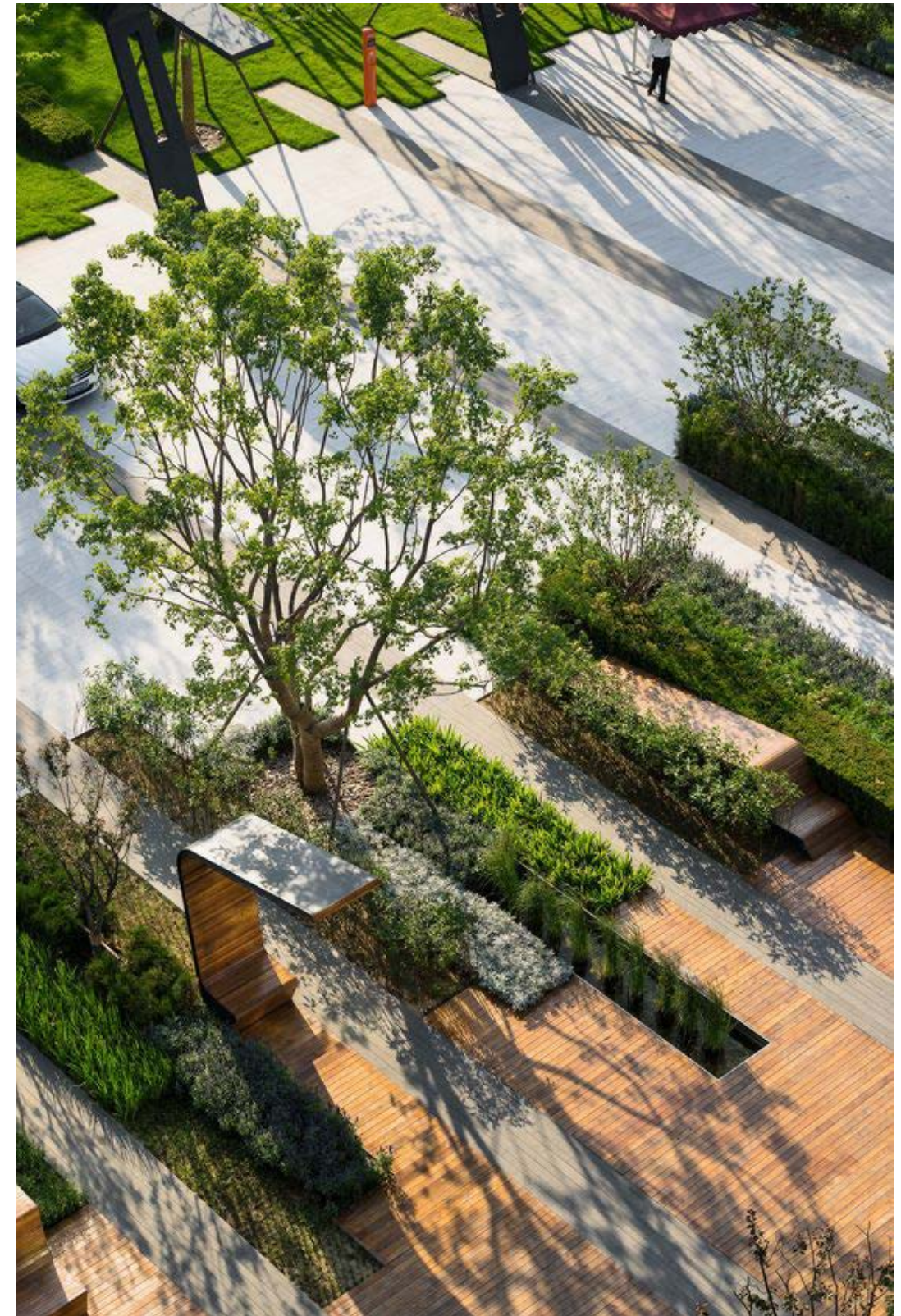
Precedent: Gallery of The Planting Terrace, Mozhao Architects



Precedent: Calvados-Honfleur Business Park by La Compagnie du Paysage



Precedent: High Line, NY



Precedent: Beiqijia Business Technology District

BRIEF SUMMARY

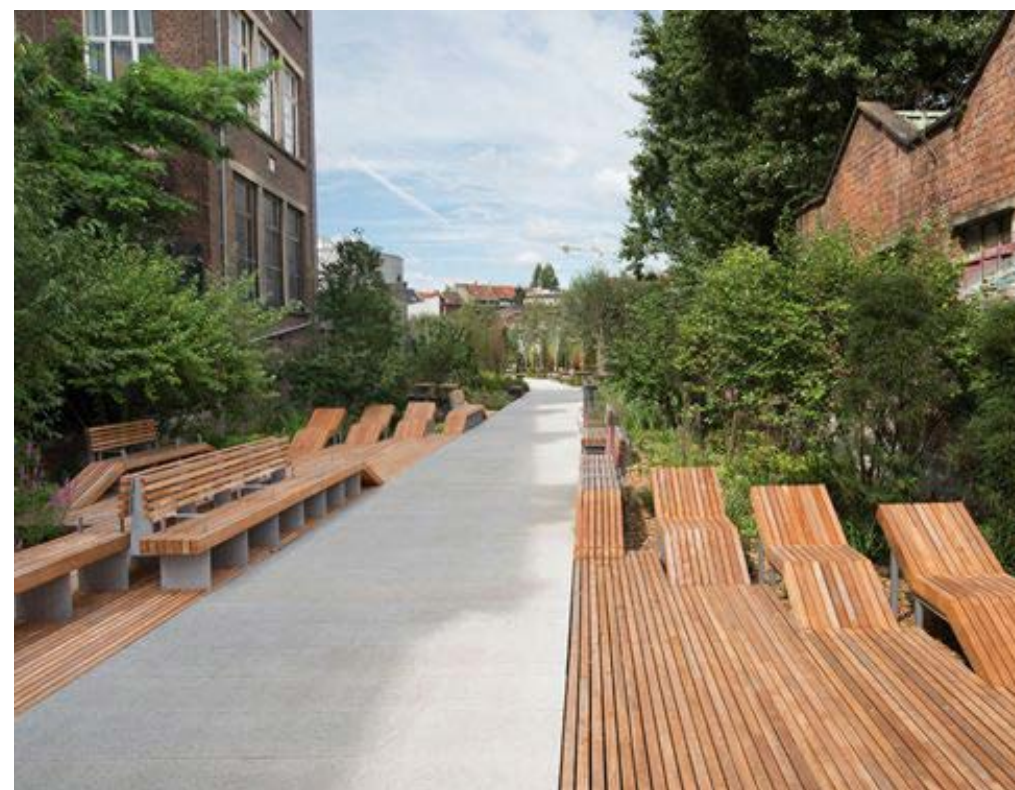
PRECEDENT IMAGES



Precedent: Moody Graham



Precedent: Solar Canopy car park



Precedent: Parc de la Senne by La Compagnie du Paysage



Precedent: Permeable surfaces



Precedent: 18th Avenue, Vancouver



Precedent: Jericho Glitman

SUMMARY & CONCLUSIONS

COMMUNITY GREEN SPACE PROJECT

CONCLUSION

SUMMARY

From the Stakeholder Consultation event (April 2023) the Public Consultation event (June 2023) and the subsequent on-line campaign, the following conclusions were established:

Surveys were received from 221 people mostly from ‘older’ age groups. The largest group were between 64 and 74.

Among the responses regarding Fore Street a clear majority of people favoured:

- A regular market
- More greening
- Dedicated events space
- New Town Square
- Making signage ‘simple’

Within Alexandra Square there was a preference for:

- More green space
- A public square
- Enhancing the peace gardens

44% did not approve of the potential closure of Station Road and the loss of parking was also a concern among many respondents.

In speaking to people at the stakeholder and public events it was clear that Saltash needed (as well as a new public space) a parking strategy which reflected the specific needs of Saltash such as:

- Free parking for 1hr (also suggested by many respondents)
- A pricing structure with encouraged short term use but not long term use (avoiding Saltash being a ‘park and ride’ for Plymouth)
- A residents parking scheme

Local traders favoured a Saturday market rather than one on a Sunday (when all the shops are closed)

There were comments from traders regarding loading and unloading - any restrictions should not effect servicing of shops.

As the feasibility study moves towards completion we should assess potential costs against the funds which may be available.

Current (high level) costs are assessed as:

- Alexandra Square: £1,380,000
- Eastern Gateway: £758,000
- Victoria Gateway: £551,000
- Central Fore Street: £856,000

From our discussion with the Saltash Town Team the priority preference is:

1. Central Fore Street
2. Eastern Gateway alone (excluding Victoria Gardens)
4. Alexandra Square
5. Belle Vue East

However, it is clear that the level of funding potentially available will not fund even the most modest of the interventions which we have investigated.

We have, however provided an approach which can be ‘designed to cost’ in the form of the ‘Toolkit’ which has been developed by The Urbanists. The series of physical interventions are illustrated on page 38 & 39 and form a ‘menu’ of street furniture ranging from parklets, street lighting, planting and also including various surface treatments. These are accompanied with high-level costs in order that a design approach can be costed to suit an available budget.

The possibility of having a trial area of ‘parklets’ and market stalls within central fore street was discussed with the Town Team - this would be a good strategy to allow people to get used to the idea and would also allow an incremental approach to any of the interventions described in this document.

An increased number of pedestrian crossings was also requested along with the suggestion that the length of Fore Street (and wider) should be subject to a 20mph speed limit. This is Probably a Cornwall Council decision but liaison with CC should be established by STC.

Small scale interventions may be allowed under Permitted Development - please see Appendix.

The tool-kit approach will form ‘kit of parts’ each with a price tag. High level costs against each toolkit element are now included in this document.

Funding availability:

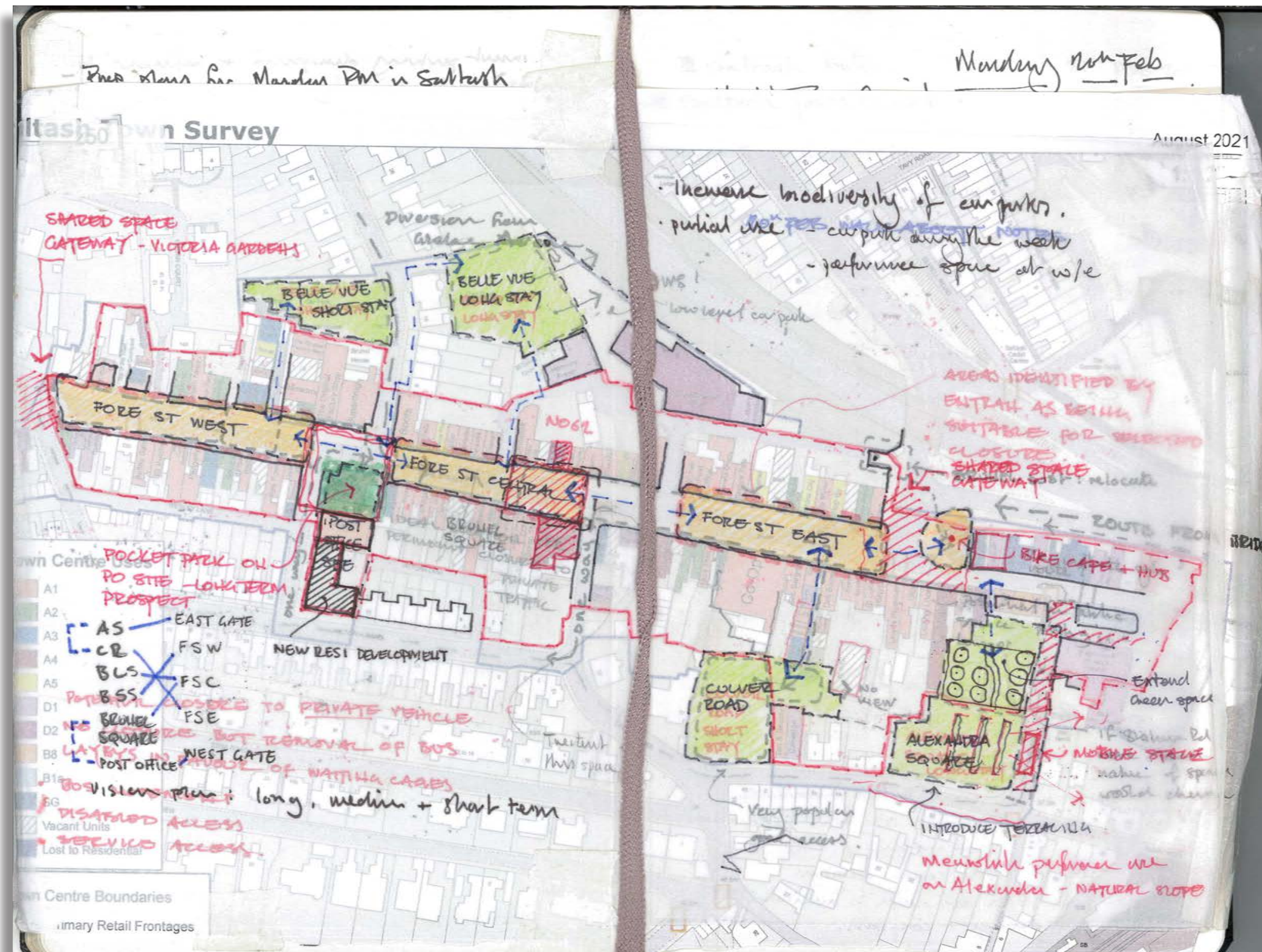
- Shared Prosperity fund
- Community levelling up fund
- Rural fund (Saltash does not qualify)

It is estimated that around £200k might be available (plus S106 money). Levelling up fund has to be spent by March 2025.

We understand that Section 106 money is also available - approximately £193,000

The feasibility study and accompanying documents will be made available to the Town Team for review at the end of August.

We anticipate that a further, detailed set of proposals will be required before an application can be submitted to the LA for the preferred location of the Community Green Space.



Sketchbook: February 2023

APPENDICES

TRANSPORT & HIGHWAYS REPORT

TRANSPORT STUDIES

Introduction

This Section seeks to consider not only opportunities for each study area but to also identify constraints and then put forward mitigation options. To avoid repetition, this Section should be read alongside other earlier Sections where before and after schemes are presented.

General

From a general scheme perspective, we first looked at whether there were a particular range of accidents occurring within the study area that might need addressed as part of the overall scheme. To do this we used the Crashmap database for the study area which over the last 5 years shows only 7 slight accidents all of which were minor driver errors (this does not include ‘near miss’ or unreported accidents).

An opportunity is to make Fore Street a 20mph zone with gateway features the main accesses with change of colour / texture and appropriate signage, supported by signage at side roads only. This opportunity is presented below.



Two other opportunities are rationalisation of road signage across the whole study area, which will need be to be agreed with the County Council and the introduction of heads-up wayfinding signage at key locations to assist pedestrian movement.

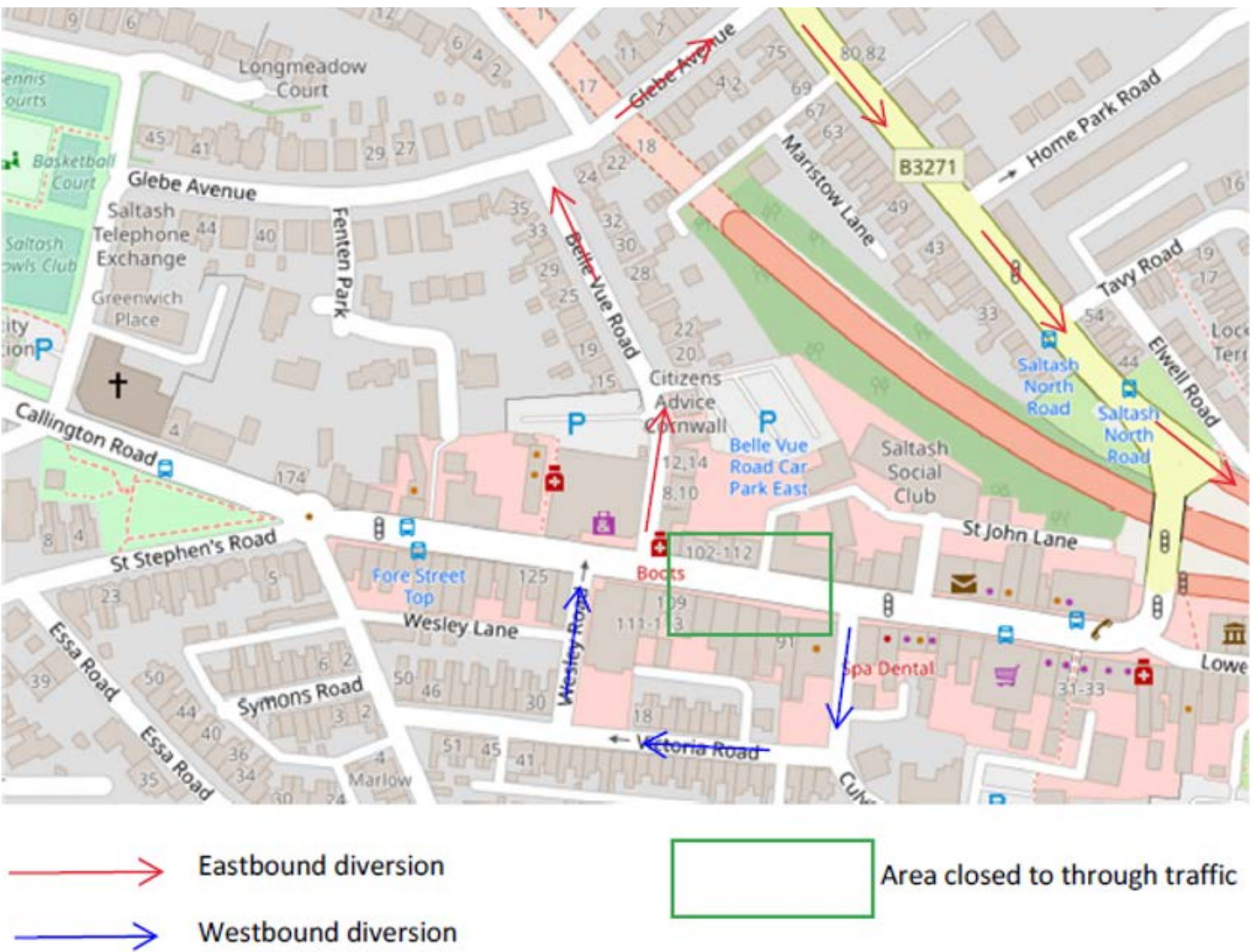


Central Fore Street

Many opportunities arise here, reduced on-street parking, improve public realm and more. This area provides a great opportunity create shared space around junctions or possibly between junctions from the zebra crossing east of Culver Road to west of Belle Vue with the possibility of introducing an additional zebra crossing between Belle Vue Road and Wesley Road to capture the extents of the opportunity area. The chosen shared space could have no visible or minor visible change in footway/carriageway levels. This could be coupled with sympathetic highway texture / colour changes / highway delineation via channel lines. The constraint to closing this area is disruption to through traffic and buses.

To mitigate against any disruption both cars and buses need alternative routes. An initial review of alternatives routes are shown below. However, discussion with bus companies will need to be undertaken.

In a westbound direction, to assist with bus turning movements there will be the need to introduce temporary parking restrictions on Culver Road, Victoria Road by the Culver Road junction, Victoria Road by the Wesley Road junction and the length of Wesley Road by the Victoria Road junction.



TRANSPORT & HIGHWAYS REPORT

TRANSPORT STUDIES

Eastern Gateway (Brunel House)

The first option here was to reconfigure the traffic lights to reduce extent of carriageway and simplify pedestrian routes. However, this junction requires the current layout to maximise highway capacity and to prevent disruption of the A38 caused by the potential backing up of traffic.

As discussed, and shown above, this area provides the perfect opportunity to introduce a gateway feature which could be combined with the bus stops and leading to the existing raised table across Fore Street.

In addition, there is the opportunity to discuss rationalisation of signage with the County Council as well as removal of existing guard railing to create more space and reduce clutter.

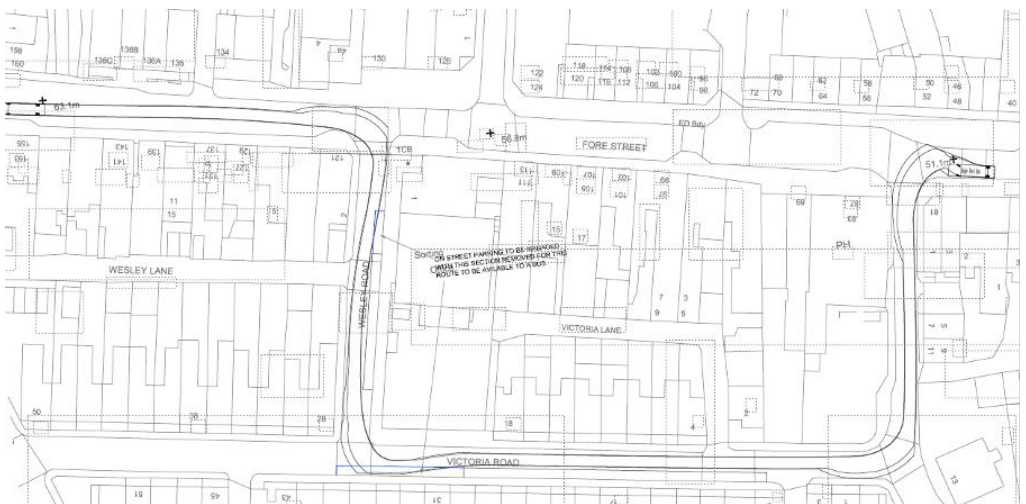
Western Gateway (Victoria Gardens)

In considering design options in this location, a number of things were considered including whether the whole mini-roundabout design could be reduced in size to provide more pedestrian space. However, swept path analysis of vehicles using the roundabout showed that this would not be possible.

This study are does provide the opportunity to introduce a number of new pedestrian crossings (potentially in the form of zebra crossings) across all 4 arms of the junction. A crossing across Fore Street could form part of the aforementioned Gateway features.

Alexandra Square Car Park

The option of reducing car parking spaces in this location was, based on car park usage evidence, considered to be appropriate without exacerbating on-street parking on surrounding streets. Within the car park there could be some directional signage to other car parks should this one be full. However, the option to maintain two access points is supported so that traffic levels and turning movements on Albert Road are not unnecessarily increased.



Swept Path for bus diversion around central Fore Street.

The potential for Station Road to be occasionally closed has been explored, with Albert Road (and routes leading to it) and Culver Road as well as others providing suitable temporary diversion routes.

Belle Vue East Car Park

The option of reducing car parking spaces in this location was, based on carpark usage evidence, considered to be appropriate without exacerbating on-street parking on surrounding streets. Within the carpark there could be some directional signage to other carparks should this one be full.

Gateways and Clutter

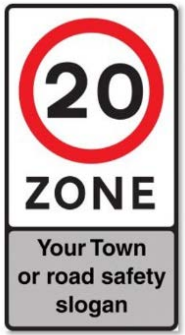
Full width buff coloured road surface at primary entry points possibly with 20mph roundel inset.

Of course, it is suggested that Fore Street becomes a 20mph zone. As such signage will be required with options including but not limited to those shown right. What must be considered is that the 20mph signs do no need to be set at a certain height so they could be mounted on a planters or other street furniture.

Two examples of a potential side road treatments, using granite set and buff coloured surface treatment (optional) are shown right.

It is acknowledged that there are parts of Fore Street and its approaches that have an array of signs not always on the same post which can cause confusion for motorists, this is particularly relevant to the A38 slip road from Plymouth and the eastern end of Fore Street.

It is recommended that discussions are held with the County Council to identify how a more legible signage scheme might be delivered.



20mph signage options



TRANSPORT & HIGHWAYS REPORT

PARKING DATA

Parking Statistics for Saltash Carparks

In order to determine whether a slight reduction in the number of parking spaces might be possible we have requested parking statistics from Cornwall Council.

The time periods covered are 2018 - 19 and 2019 - 20. Later years were deemed unrepresentative due to the COVID 19 lock-down measures which had a significant effect on trading and vehicle movements across the UK.

Unfortunately, the council have confirmed that they don't have any finer detail available regarding daily figures. We, are therefore unable to obtain a true reflection of day to day use.

All we can recommend is that Saltash Town Council commission a traffic survey which will more accurately capture day to day and hourly use of each of the four main carparks as well as the spaced down Fore Street. With this data Entran can then recommend how many spaces might be removed whilst still maintaining an adequate level of parking to support the traders of Fore Street.

Saltash - Car Park Usage 18/19

Belle Vue East

	1 hr (£0.50)	2hrs (£1.60)	3hrs (£3.20)	4hrs (£4.40)	24hrs (£4.80)	Total	Ave. Usage / Day
April	553	136	59	15	116	879	29
May	475	173	55	14	121	838	27
June	502	189	58	23	133	905	30
July	503	189	49	12	133	886	29
August	512	180	67	29	154	942	30
September	393	126	36	7	122	684	23
October	554	171	50	25	56	856	28
November	412	132	31	19	122	716	24
December	659	183	59	14	110	1025	33
January	373	136	44	12	135	700	23
February	374	142	32	15	132	695	25
March	414	158	43	19	178	812	26
	5724	1915	583	204	1512	9938	27

Belle Vue West

	1 hr (£0.50)	2hrs (£1.60)	3hrs (£3.20)	Total	Ave. Usage / Day
April	2755	596	109	3460	115
May	1506	362	83	1951	63
June	3063	671	147	3881	129
July	2927	597	104	3628	117
August	1928	446	89	2463	79
September	3461	764	171	4396	147
October	3510	761	139	4410	142
November	3277	711	144	4132	138
December	1928	421	90	2439	79
January	2276	566	113	2955	95
February	1788	455	106	2349	84
March	3180	696	160	4036	130
	31599	7046	1455	40100	110

Culver Road

	1 hr (£0.50)	2hrs (£1.60)	3hrs (£3.20)	Total	Ave. Usage / Day
April	4809	961	191	5961	199
May	3215	665	141	4021	130
June	3230	740	169	4139	138
July	3825	867	188	4880	157
August	3086	723	167	3976	128
September	3365	716	139	4220	141
October	3792	730	154	4676	151
November	1886	389	85	2360	79
December	977	227	53	1257	41
January	2004	398	102	2504	81
February	2857	656	131	3644	130
March	3490	762	198	4450	144
	36536	7834	1718	46088	126

Alexandra Square

	1 hr (£0.50)	2hrs (£1.60)	3hrs (£3.20)	4hrs (£4.40)	24hrs (£4.80)	Coaches p/h (£1.50)	Coaches 24 hrs (£10.00)	Total	Ave. Usage / Day
April	1318	490	71	26	69	4	0	1978	66
May	1384	501	81	25	127	5	0	2123	68
June	1330	483	102	25	162	1	0	2103	70
July	1304	444	77	22	130	0	0	1977	64
August	1518	605	93	26	131	3	0	2376	77
September	1251	441	73	26	108	1	0	1900	63
October	1471	586	91	33	133	1	0	2315	75
November	1083	405	43	30	101	0	0	1662	55
December	1539	551	90	34	63	4	0	2281	74
January	1171	420	53	25	105	2	0	1776	57
February	1095	406	61	25	84	2	0	1673	60
March	1431	526	101	35	197	2	0	2292	74
	15895	5858	936	332	1410	25	0	24456	67

One of the most common complaints among the residents we spoke to during the public consultation was how the pricing structure within the four car parks acts as a disincentive to those wishing to use their car and shop in Saltash.

The current price structure is such that one pays for the first hour with the cost rising from £1:00 to £4.80 for 4 hours. For little more (£6:00) one can park for 24 hrs.

This type of price structure has several consequences:

- People tend to be drawn to the free parking on Fore Street before trying the car parks
- The low price of 24 hr parking encourages use of Saltash as a 'park and ride' for Plymouth

A free period of 1hr would go a long way to freeing up Fore Street from those hunting for 'free' spaces and a sensible price for over 4 hours would be a disincentive to those who leave their car in order to travel into Plymouth. For example a day rate at Bristol Parkway is around £9:00. A change in the pricing regime as described above would be greatly beneficial to local traders.

Saltash - Car Park Usage 19/20

Belle Vue East

71 SPACES	1 Hr	2 Hrs	3 Hrs	4 Hrs	24 Hrs	Weekly	Total	Ave. Usage / Day
	£0.50	£1.60	£3.30	£4.50	£4.90	£29.69		
April	365	129	39	17	134	0	684	23
May	425	151	55	21	158	2	812	26
June	343	154	50	30	171	1	749	25
July	399	149	38	18	175	0	779	25
August	254	85	28	20	117	0	504	16
September	42	21	8	7	79	0	157	5
October	45	36	13	16	88	0	198	6
November	88	199	23	18	86	0	414	14
December	0	779	44	15	133	0	971	31
January	0	530	74	26	158	0	788	25
February	0	581	47	25	176	2	831	30
March	0	227	17	17	93	1	355	11
	1961	3041	436	230	1568	6	7242	20

Income= £12,465

Belle Vue West

45 SPACES	1 Hr	2 Hrs	3 Hrs	Total	Ave. Usage / Day
	£0.50	£1.60	£3.30		
April	3291	719	131	4141	138
May	3490	726	143	4359	141
June	3191	802	169	4162	139
July	3612	809	160	4581	148
August	3100	783	134	4017	130
September	3261	783	150	4194	140
October	3277	791	178	4246	137
November	0	2878	122	3000	100
December	0	3279	149	3428	111
January	0	2086	107	2193	71
February	0	880	46	926	33
March	0	2615	51	2666	86
	23222	17151	1540	41913	114

Culver Road

70 SPACES	1 Hr	2 Hrs	3 Hrs	Total	Ave. Usage / Day
	£0.50	£1.60	£3.30		
April	2620	537	118	3275	109
May	3281	766	219	4266	138
June	3189	732	226	4147	138
July	3070	629	162	3861	125
August	2156	483	113	2752	89
September	2447	529	146	3122	104
October	2335	527	118	2980	96
November	0	1167	70	1237	41
December	0	1304	63	1367	44
January	0	1171	63	1234	40
February	0	1221	99	1320	47
March	0	1919	51	1970	64
	19098	10985	1448	31531	86

Alexandra Square

64 SPACES	1 Hr	2 Hrs	3 Hrs	4 Hrs	24 Hrs	Comm.	Comm. 24 Hrs	Weekly	Total	Ave. Usage / Day
	£0.50	£1.60	£3.30	£4.50	£4.90	£1.50	£10.00	£29.69		
April	1488	518	98	25	136	6	1	0	2272	76
May	1472	559	117	20	157	9	0	1	2334	75
June	1375	473	118	29	215	4	1	0	2215	74
July	307	134	38	10	113	4	0	0	606	20
August	140	54	29	9	97	6	0	0	335	11
September	112	55	17	16	109	3	1	0	313	10
October	358	140	38	23	150	6	2	0	717	23
November	0	1827	82	29	169	3	0	0	2110	70
December	0	1500	62	30	138	1	0	0	1731	56
January	0	1419	65	22	124	2	0	0	1632	53
February	0	1031	56	60	140	29	2	0	1318	47
March	0	312	10	18	92	12	1	0	445	14
	5252	8022	730	291	1640	85	8	1	16028	44

PARKLETS

(MEANWHILE USE) PLANNING

INTRODUCTION

Many local Authorities have introduced a Parklet Programme or Scheme, in which an application is made with an initial parklet proposal for ‘Stage 1’ and if accepted, are asked to provide a detailed parklet proposal in ‘Stage 2’. Whilst Cornwall Council don’t have a parklet scheme, examples of Parklets in other Local Authorities give a good indication of the processes and elements required for parklet applications.

Based on the guidance from other councils, parklets are introduced with a 12 month trial period. Following that period, if suitable, they can last as long as desired.

INITIAL PARKLET PROPOSAL

This section sets out the factors which should be taken into consideration when designing an initial parklet proposal:

What Type of Parklet:

Community:

Community parklets are intended to be accessible for all members of the public. Community parklets cannot be used to perform any commercial activity. Where possible, these should not be located directly in front of any one single business.

Business:

Parklets may include a commercial element, such as having food and drink served to them from a local business, which will incur a licensing fee. As part of a Stage 1 Application, disclosure of any commercial elements to a proposal and to what extent it may benefit any specific business is required. For any business use, a Shop Fronts Trading Licence will be necessary.

Basic Design Guidelines:

According to Hackney Council:

The parklet will be on the public highway and will have to follow certain basic guidelines:

- Parklet should be welcoming and comfortable for all members of the public and should celebrate and enhance the local area
- Ensure that the dimensions of the parklet fits within the width of single parking bay (2.5m), not exceed 5m length and 1.8m in height (including height of planters with plants)
- Use materials that are:
 - weather resistant (will not become a hazard when wet)
 - sturdy (will not deteriorate)
 - recycled or reusable where possible
- Ensure that the structure is visible on the carriageway. Use robust reflective edges and locate the structure near a source of independent lighting to increase visibility, especially at night

- Ensure that the overall structure is robust and includes a protective barrier between parklet structure and the carriageway (this could include planters or balustrade fencing)
- Plan to complete the installation in one day
- Think about how people with physical or visual impairments will be able to use the parklet
- Ensure that there is a level interface between the pavement and the parklet decking area to maintain access and reduce the chances of tripping
- Think about the back (roadside) of the parklet and design to deter people from wandering or tripping into the road
- Consider how it will be kept clean and maintained
- Provide for litter management if people will be spending time there, for example, and if seating will be installed
- Consider the potential for anti-social behaviour when thinking about your design
- Design a parklet that can be moved in the event of roadworks, or at the end of its life
- Ensure that the design allows for drainage so that water can flow freely and drain into the nearest gully. This will help prevent blockages which increase the risk of water pooling which cause slippery surfaces
- Consider including cycle and other micro mobility parking.
- Visitor or destination parking for cycles and other sustainable modes of transport.

Consultation:

Discuss the proposal with neighbouring properties.

DETAILED PROPOSAL

(Hackney Council requirements used as an example):

Detailed Designs:

Provide detailed designs of the proposed parklet, taking into account the feedback provided by Council officers on your Stage 1 application. This should include:

- a technical drawing of your parklet design, including dimensions and labels. This should include a plan view and elevation profile (a contractor will be able to advise on these)
- a list of items being installed in the parklet, both fixed (eg. decking, planters) and removable (eg. seating, plant pots etc)

Maintenance Plan:

A maintenance plan must be provided which sets out any regular maintenance that must be undertaken on your parklet for it to remain fully functional. This should include:

- general maintenance and repairs (i.e. to fixed items and furniture)
- plant maintenance
- cleaning



PARKLETS

(MEANWHILE USE) PLANNING

Finance Plan:

Applicants will need to provide evidence that the maintenance costs for the parklet can be afforded, to ensure its upkeep.

You should therefore seek cost estimates for parklet maintenance and set these out on an annual basis. Please also include estimates for any non-regular maintenance costs, such as major repairs due to unforeseen damage (may involve discussion with installation contractor).

Public liability insurance:

It is likely that applicants will have to submit evidence that they have obtained public liability insurance that covers the applicant as the parklet keeper, for up to £5 million of third party claims.

Road safety audit:

A road safety audit is a requirement for a parklet proposal, as it will identify any potential road safety issues or problems relating to your parklet design that may affect all users of the highway.

This will require a visit by a road safety auditor and may involve other parties, such as the police or a Council officer, to assess your proposal. The audit will take into consideration the following matters:

- road layout and markings
- position of signs
- lighting provision
- construction and dimensions of the parklet

Where any problems are highlighted with the parklet proposal, Council officers should work with the applicant to mitigate these and ensure the final design is safe and appropriate in regards to the surrounding environment.

Traffic Management Order:

The last stage of the Stage 2 application will involve the Council posting notice of a Traffic Management Order – a statutory requirement when changes are made to the highway and which involves a public consultation period.

By ensuring your proposal meets the guidance set out above and by providing us with a community letter of support, you stand the best chance of your proposal passing the consultation successfully. This step will be undertaken by Council officers and will not require any further input from the parklet applicant.

Additional information:

<https://www.meristemdesign.co.uk/parklets>

Examples of Traffic Management Orders and site notices: <https://www.merton.gov.uk/streetsparking-transport/traffic-management/parklets#titleCol20>

<https://www.walthamforest.gov.uk/libraries-arts-parks-and-leisure/parks-and-open-spaces/community-parklets>

<https://www.lambeth.gov.uk/parks-sports-leisure/community-parklet-scheme>

<https://hackney.gov.uk/parklet-guidance>

<https://www.archatrak.com/planning-a-parklet/>

<https://www.transportxtra.com/publications/parking-review/news/62420/planting-parklets-is-the-next-big-thing/>

https://www.livingstreets.org.uk/media/4590/parklets_tool_kit.pdf

<https://letstalk.enfield.gov.uk/parklets>



To confirm future Town Team meeting dates

As per terms of reference the Town Team will meet bi-monthly on the 2nd Monday of the month at 5.30pm, or as required.

- **11 August 2025**
- **13 October 2025**
- **8 December 2025**
- **9 February 2026**
- **13 April 2026**