



Saltash Town Council

Konsel An Dre Essa



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

1 July 2025

Dear Councillor

I write to summon you to the meeting of the **Town Vision Sub Committee** to be held at the Guildhall on **Monday 7th July 2025 at 6.30 pm.**

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

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

Yours sincerely,

S Burrows
Town Clerk / RFO

To Councillors:

R Bickford R Bullock S Gillies (Chairman) S Martin (Vice-Chairman) J Peggs B Samuels P Samuels	All other Councillors for information
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Agenda

1. Health and Safety Announcements.
2. Apologies.
3. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
4. Public Questions - A 15-minute period when members of the public may ask questions of the Town Council.

Please note: Any member of the public requiring to put a question to the Town Council must do so by email or via The Guildhall **no later than 12 noon the day before the meeting.**

Members of the public are advised to review the Receiving Public Questions, Representations and Evidence at Meetings document prior to attending the meeting.

5. To review Town Vision Terms of Reference and consider any actions and associated expenditure. (Pages 4 - 6)
6. To receive and approve the minutes of the Town Vision Sub Committee held on 24 April and 10 June 2025 as a true and correct record. (Pages 7 - 119)
7. To consider Risk Management reports as may be received.
8. To receive the Town Vision budget statement and consider any actions and associated expenditure. (Pages 120 - 121)
9. To receive the Town Council Business Plan Deliverables for quarter one 2025/26 and consider any actions and associated expenditure.
10. To receive a report on the Business Plan Deliverables Workflow 2025/26 and consider any actions. (Pages 122 - 125)
11. To receive and consider the proposed meeting schedule for the Town Vision Sub-Committee for the 2025/26 municipal year. (Page 126)
12. Public Bodies (Admission to Meetings) Act 1960:
To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

13. To consider any items referred from the main part of the agenda.
14. Public Bodies (Admission to Meetings) Act 1960:
To resolve that the public and press be re-admitted to the meeting.
15. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of next meeting: To be confirmed.

To review Town Vision Terms of reference and consider any actions and associated expenditure

Town Vision Sub Committee

Composition:	<p>The Committee membership comprises of a maximum of eight Saltash Town Council Councillors together with the Town Clerk and Administration Officer.</p> <p>Executive input for the Committee is provided by the Town Clerk and administrative support is provided by the relevant Officers of the Town Council.</p>
Chairmanship:	Chairman and Vice Chairman to be elected from the members of the Sub Committee at the first meeting in each Council Year.
Quorum:	Four
Meetings:	The committee meets for a minimum of four times each financial year (April to March).
Timing:	6.30 p.m.
Venue:	Guildhall
Reports to:	The Committee reports directly to Full Town Council making strategic recommendations as required.
Financial Matters	The Committee has delegated authority for expenditure up to £20,000. Any requests over this delegated authority of expenditure would require a recommendation to the Policy and Finance Committee for consideration.
Remit:	The purpose of the Town Vision Sub Committee is to support the Town Clerk in leading the business planning process for Saltash Town Council and to oversee its effective implementation.

Terms of Reference and Matters Delegated to the Committee:

The Town Vision Sub Committees intended Outcomes over the next three years are:

1. A shared purpose through an agreed, overarching and unified business plan for Saltash Town Council.
2. To monitor the business plan Priorities, Vision, Aims and Objectives on behalf of the Town Council to ensure delivery.
3. Increased engagement, understanding and support from Saltash residents on Saltash Town Council's purpose, strategic priorities and actions.
4. Increased success in securing investment to further the strategic priorities of Saltash Town Council.
5. Effective governance and management for Saltash Town Council, clarifying roles and responsibilities, particularly the non-executive roles of the Town Clerk and staff team.
6. A more collaborative, efficient and agile working culture avoiding fragmentation and duplication.
7. Delegated authority to undertake an overarching monitoring role of the Business Plan on behalf of the Town Council reporting back as required.

The primary and initial output of the Town Vision Sub Committee will be:

1. The production of a three year business plan for the period April 2024 to March 2027, encompassing:
 - Vision, Mission and Values
 - Strategic priorities and deliverables
 - Climate Change Strategies
 - Communications Strategy
 - Governance, Management and Operations
 - Fundraising strategy
 - Budget forecasts

Matters not delegated to the Committee:

Any matter falling within the remit of the Committee which involves the introduction of a new policy or changes to existing policy, future direction and strategy.

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Town Vision Sub Committee held at the Guildhall on Thursday 24th April 2025 at 6.30 pm

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

ALSO PRESENT: 1 Members of the Public.

APOLOGIES: D Yates.

1/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.

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

2/25/26 DECLARATIONS OF INTEREST:

a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.

None.

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

None.

3/25/26 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

4/25/26 TO RECEIVE AND APPROVE THE MINUTES OF THE TOWN VISION SUB COMMITTEE HELD ON 23 JANUARY 2025 AS A TRUE AND CORRECT RECORD.

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

It was proposed by Councillor Griffiths, seconded by Councillor Gillies and **RESOLVED** that the minutes of the Town Centre Vision Sub Committee held on 23 January 2025 were confirmed as a true and correct record.

5/25/26 TO RECEIVE AND NOTE AN UPDATE ON THE TOWN VISION BUDGET RECOMMENDATION TO THE SERVICES COMMITTEE.

It was **RESOLVED** to note.

6/25/26 TO RECEIVE THE TOWN VISION BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

7/25/26 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

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

The Town Clerk gave a verbal overview of the report and deliverables to date contained and circulated in the reports pack.

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

1. To note the Town Clerk's scores for quarter four and that Members are encouraged by the significant progress made across the committees, sub committees and staff team to achieve the business plan priorities;
2. To note there are no amendments to the Services, Policy and Finance and Personnel Committee deliverables nor the Station Property and Library Sub Committees deliverables;
3. To **RECOMMEND** to Property Maintenance to:
 - a. Review Strategic Priority 4 to ensure it fits within the remit of the Sub Committee and how they see the 'Aim' being met;
4. To **RECOMMEND** to Planning and Licensing to:
 - a. Add under Strategic Priority 3 'Actions' – Release of social housing at Treledan to support local housing needs (criteria – local connection);
 - b. Add under Strategic Priority 5 'Actions' – STC challenge the Treledan developers to ensure climate change was considered (solar panels, flooding, heat pumps, electric charging points);
 - c. Add under Strategic Priority 6 'Actions' – STC ensured the new Treledan development had open spaces, allotments and play parks;
5. To note the Devolution Sub Committee deliverables are dormant at present and to recognise that a Devolution Strategy needs to be devised and implemented. This is a significant piece of work which will require Councillors concerted time and input, supported by the Town Clerk;
6. To approve quarter four deliverables (as attached) to be displayed on the Town Council website for transparency;
7. To approve that there are to be no adjustments to the delivery of the business plan as the Town Council moves into year two of the three-year plan.

9/25/26 **TO RECEIVE THE RESULTS OF THE TRIAL IMPACT ASSESSMENTS ON TOWN COUNCIL PROJECTS AND CONSIDER ANY ACTIONS.**

It was proposed by Councillor Griffiths, seconded by Councillor Gillies and resolved to **RECOMMEND** to Full Council to approve and adopt the Climate Strategy Project Impact Assessment. This is for Town Council officers to complete for substantial Town Council projects to ensure the impact to the climate is positive (as attached).

10/25/26 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

11/25/26 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

12/25/26 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

13/25/26 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

It was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED** to issue a press and social media release on the progress of the Town Council Business Plan, highlighting notable achievements in its first year.

DATE OF NEXT MEETING

To be confirmed

Rising at: 20:30

Signed: _____
Chairman

Dated: _____

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Town Vision Sub Committee held at the Guildhall on Tuesday 10th June 2025 at 6.00 pm

PRESENT: Councillors: R Bickford, R Bullock, S Gillies, S Martin, J Peggs, B Samuels and P Samuels.

ALSO PRESENT: S Burrows (Town Clerk / RFO), F Morris (Planning & General Administrator).

APOLOGIES: None received.

14/25/26 TO ELECT A CHAIRMAN.

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

The Town Clerk informed the Chairman of Councillor Brian Stoyel's attendance at this evening's meeting as a non voting Member of the Sub Committee.

Councillor Gillies welcomed Councillor Brian Stoyel to the meeting.

It was proposed by Councillor Bickford, seconded by Councillor B Samuels to nominate Councillor Gillies.

No further nominations were received.

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

Councillor Gillies remained in the Chair.

15/25/26 TO ELECT A VICE CHAIRMAN.

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

No further nominations were received.

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

16/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.

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

17/25/26 DECLARATIONS OF INTEREST:

a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.

None.

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

None.

18/25/26 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

19/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

20/25/26 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

21/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

22/25/26 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

None.

DATE OF NEXT MEETING

To be confirmed.

Rising at: 6.02 pm

Signed: _____
Chairman

Dated: _____

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

Report to: Town Vision Sub Committee

Date of Report: 01.07.25

Officer Writing the Report: Responsible Finance Officer (RFO)

Pursuant to:

Policy and Finance held 14.01.25, minute 125/24/25

Town Vision held 23.01.25, minute 48/24/25

Services Committee held 10.04.25 minute 5/25/26

Officers Recommendations

Members are asked to consider future use of available budgeted funds of £9,665 against code EMF 6280 EMF Town Vision.

Report Summary

During the previous Town Council term, the Policy and Finance Committee recommended that the Town Vision Sub-Committee review budget code 6280 EMF Town Vision during the budget-setting process, in light of its Terms of Reference and anticipated future expenditure.

In response, the Town Vision Sub-Committee expressed concern about retaining funds without a defined plan, while also recognising the need to allocate resources for future business plan delivery. As a result, the Sub-Committee recommended to the Services Committee that £9,000 be vired from budget code 6280 EMF Town Vision to 6588 EMF Victoria Gardens, to support maintenance works at Victoria Gardens—subject to the lease being signed.


The Services Committee considered the recommendation but resolved to retain the funds within budget code 6280 EMF Town Vision, citing ongoing uncertainty surrounding the devolution of Victoria Gardens and the Maurice Huggins Room.

Signature of Officer:

RFO

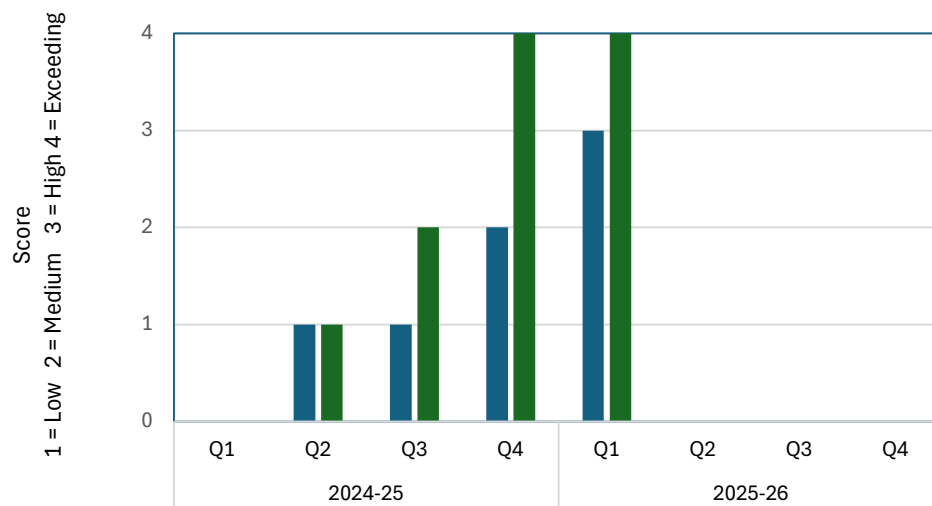
P&F Committee - Town Vision Sub Committee Budget 2025-26
 Saltash Town Council
 For the 2 months to May 2025

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


Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To maintain a formal agreement between the Town Twinning to build and maintain a friendship and promote international understanding.	Work together with the twinned Plougastel community on projects and activities. Host a regular town twinning festival or celebration, alternating between the two towns, to celebrate the partnership. This could include cultural performances, food, and art from each town.	Admin located orginal agreement following extensive communications with keystakeholders to focus on deliver of projects and activities The Mayor gave a Cornish themed gift to the twinned Plougastel	3	3			
		To support the enhancement of community engagement by providing grants and funding for local events, community initiatives and programs.	Supporting events, programs and initiatives that enhance the towns attractiveness and economic activity. Improved community cohesion that fosters local talent and promotes diversity	P&F Committee held on 10 June Minute NR 184/25/26 awarded £575 to Tincombe Tea Party Support for Regatta and May Fair festival Free room hire for various community organisations to assist with community cohesion such as Christmas Light Switch On Event, Churchtown Farm Reserve, Town Team, St Barnabus Charity	4	4			

Business Plan

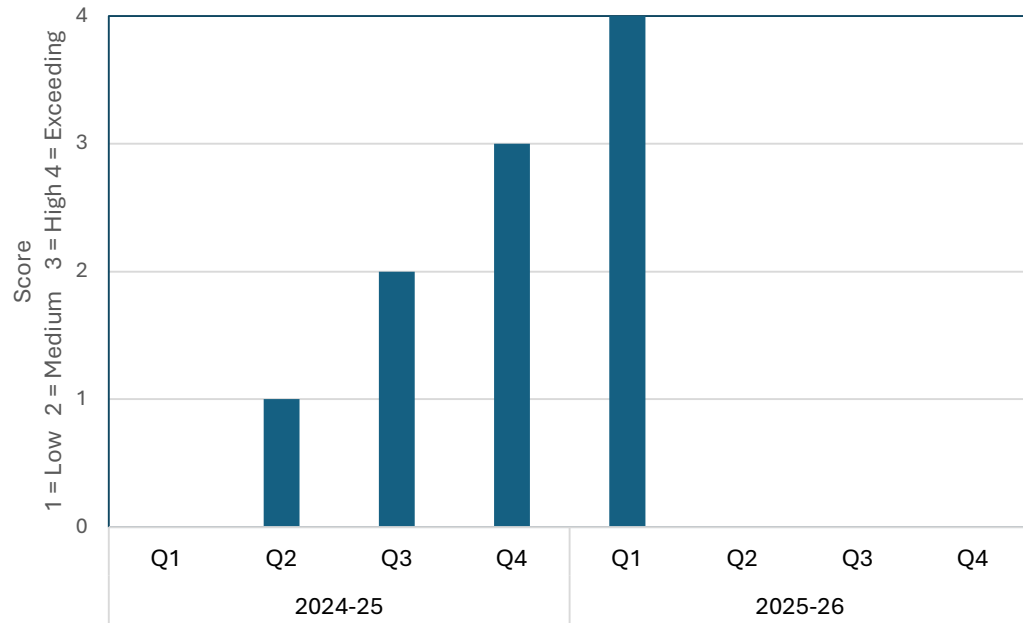
Strategic Priority 1 - Boosting Jobs and Economic Prosperity



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

Strategic Priority 2 - Health and Wellbeing		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	To continue supporting professional youth work and to foster collaboration among youth organisations through effective partnership working	<p>Continue to provide grants and funding opportunities</p> <p>Establish a platform and network for youth organisations to collaborate, share ideas and pool resources</p> <p>Facilitate regular meetings or forums where organisations can discuss common challenges and opportunities for partnership</p> <p>Promote awareness for youth work by raising awareness of its benefits</p> <p>Share success stories from projects to demonstrate the impact and value of professional youth work</p>	<p>P&F Committee held on 10 June. Minute NR 190/25/26 - Professional Youth Work Tender awarded £30,421 each to Livewire and The Core.</p> <p>Free room hire of MHR given to The Core to support the Youth Village at May Fair 2-4 May 2025</p> <p>STC Gazebo used by the Core for the Youth Village 2-4 May 2025.</p> <p>Free room hire and IT support given to Healthcare Action Group on the following dates 22 May and 18 June 2025.</p> <p>Free room hire given to St Barnabus League of Friends meeting 12 June 2025.</p> <p>P&F Committee held on 10 June Minute NR 184/25/26 awarded £575 to Tincombe Tea Party.</p> <p>Anna Gelderd MP hosted MPs session in the Guildhall to connect with local residents 14 April 2025.</p> <p>Free room hire for various community organisations to assist with community cohesion such as Christmas Light Switch On Event, Churchtown Farm Reserve, St Barnabas and Town Team</p>	4	4			

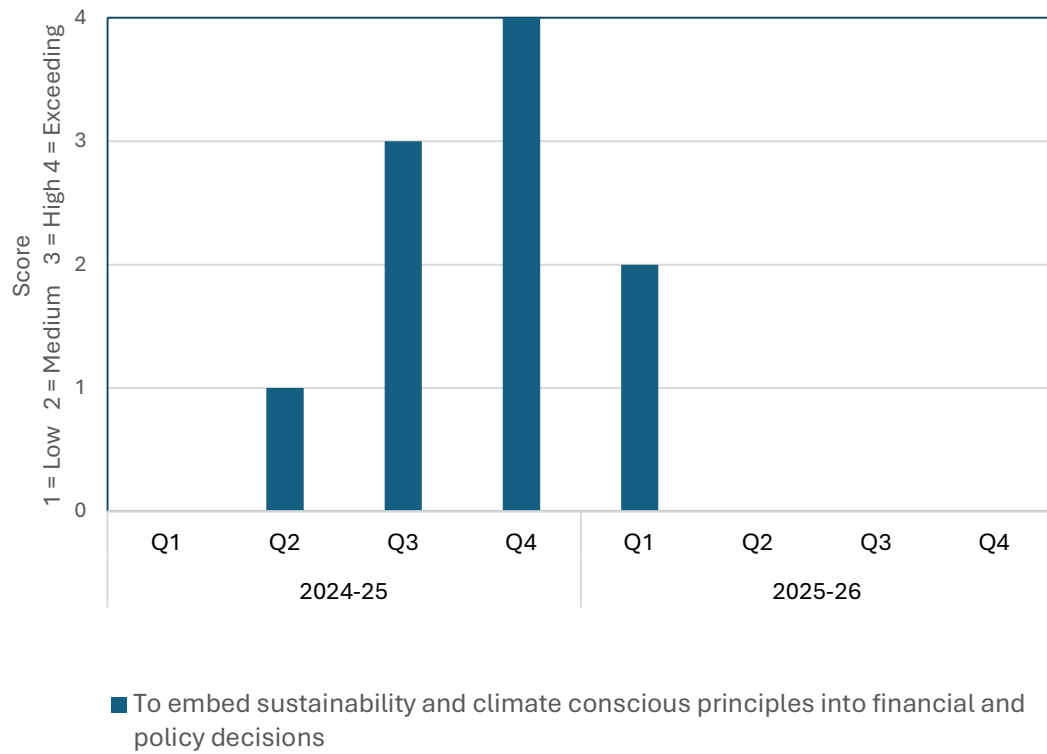
Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Policy and Finance Committee



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

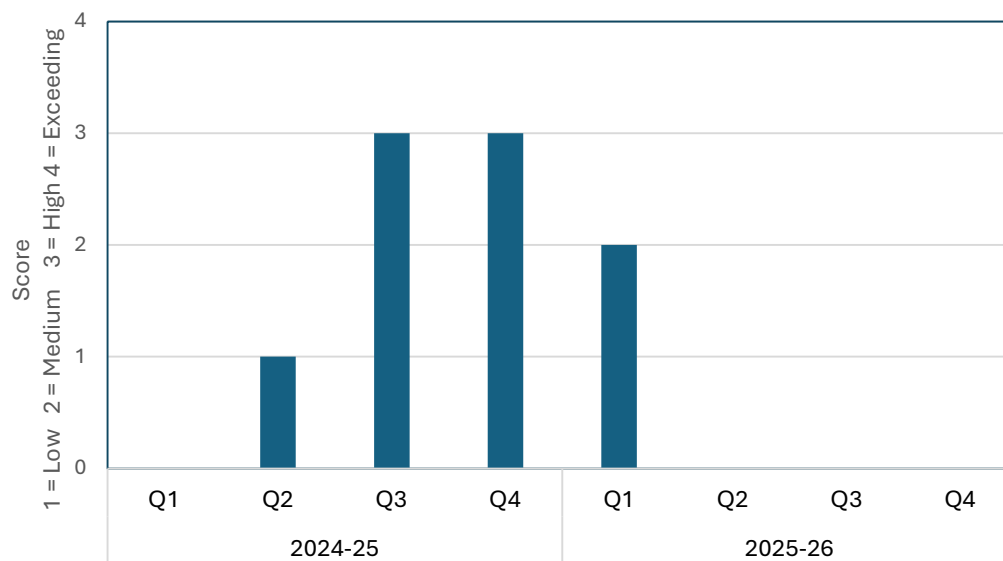
Strategic Priority 5 - Climate Emergency		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To embed sustainability and climate conscious principles into financial and policy decisions	Support and encourage community projects, infrastructure developments and public services ensuring they align with environmental best practices where possible.	Annual Festival Fund and Community Chest grants to support and encourage community projects	2	2			
			Commit to integrating climate change action into the Town Council policies.	Town Council policies consider climate change where possible					

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



Strategic Priority 6 - Recreation and Leisure		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	Establish, review and promote match funding policies to enhance, develop and support playparks, open green spaces and recreational areas and activities	Match Funding for Play Park policy to encourage community groups to volunteer to improve the towns provision Promote the Match Funding for Play Park policy on Town Council social media channels and leaflets Partnership working with key stakeholders to support projects in the town where applicable to Policy and Finance remit	Supported Summerfields continued success of match funding and further installation of Play Equipment	2	2			

Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Policy and Finance Committee



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

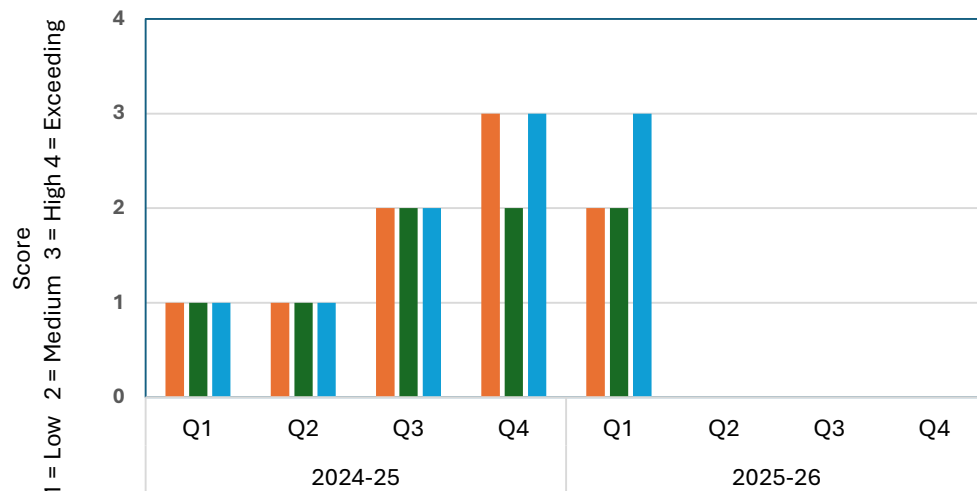


Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	Continue to work with key stakeholders in the devolution of asset process with an increase of Town Council staffing levels, if required;	<p>To work in partnership with Cornwall Council to improve the Waterside area</p> <p>To devolve Victoria Gardens and Maurice Huggins Room to the Town Council</p> <p>Secure Service Level Agreements with key stakeholders to make the town more attractive and welcoming, whilst continuing to build and maintain positive working relationships</p>	<p>Informal agreement between STC and CC to lightly maintain Jubilee Green and Waterside Green paved areas to provide an improved welcome</p> <p>Ongoing positive discussions between STC and CC regarding a devolved package that works for both parties - Victoria Gardens and Maurice Huggins Room</p>	2	2			
		Improve facilities and quality of life by continuing to maintain our public conveniences and to invest in accessible public conveniences	<p>All Town Council public conveniences to be accessible</p> <p>Improvements to all Town Council public conveniences</p> <p>Dementia friendly</p> <p>Saltash Neighbourhood Development Plan</p>	<p>Town Council public conveniences were available for Saltash Mayfair with extended opening hours until 9pm to support the event.</p> <p>Longstone and Waterside Toilets refurbished prior to the summer</p> <p>All Town Council sites are dementia friendly.</p>	2	2			
		Continue to promote Saltash as a vibrant and welcoming visitor destination by reinvesting and working in partnership with key stakeholders in key areas such as Victoria Gardens, the Town Centre, and future Waterside projects.	<p>Increase visitor numbers and enhanced visitor experiences</p> <p>Improve community engagement marketing and promotion</p> <p>Infrastructure improvements</p> <p>Saltash Neighbourhood Development Plan</p>	<p>FTC held on 05.06.25 Support proposal for MYC to be held on Market Day in saltash. Building deeper connections and promoting cohesive community involvement.</p> <p>FTC held on 05.06.25 Minute NR 94/25/26 Support of Saltash Waterside Coastal Community Team to progress with the scope of works, proposal and visual images</p> <p>Mayor used one of their free room hires for Saltash Rotary Club Railway Exhibition on 25-27 April at Isambard House which attracts visitors to the town.</p> <p>Children at St Stephens School visited the Saltash Tapestry supported by a volunteer who was involved in the project. In total 60 children attended on 10 June 2025.</p> <p>Free room hire to Retail Crime Event hosted by Saltash Police 14 May 2025</p> <p>SDT contracted by Cornwall Harbour Office to remove debris (large tree trunks) washed up at Saltash beach at the Waterside. Work completed on 8 May 2025.</p> <p>Policy and Finance Committee held on 10 June 2025 Minute NR 187/25/26 STC committed to preserving the Reglia by ensuring bi-annual cleaning and wearing of gloves.</p> <p>Personnel Committee held on 29 May 2025 Minute NR 19/25/26 Recruitment of Town Crier to attract visitors to the town by restoring the ancient tradition of a Town Crier.</p>	3	3			

Business Plan

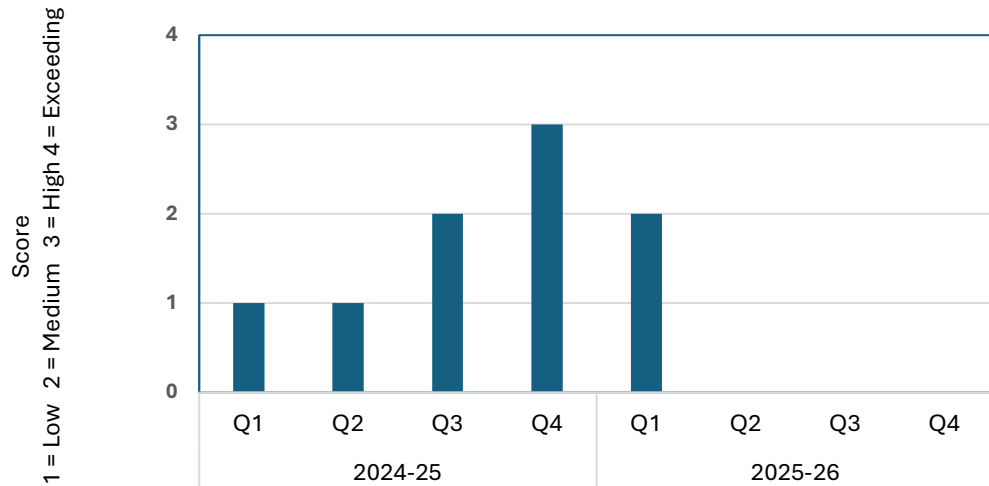
Strategic Priority 1 - Boosting Jobs and Economic Prosperity

Aims of the Services Committee



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

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

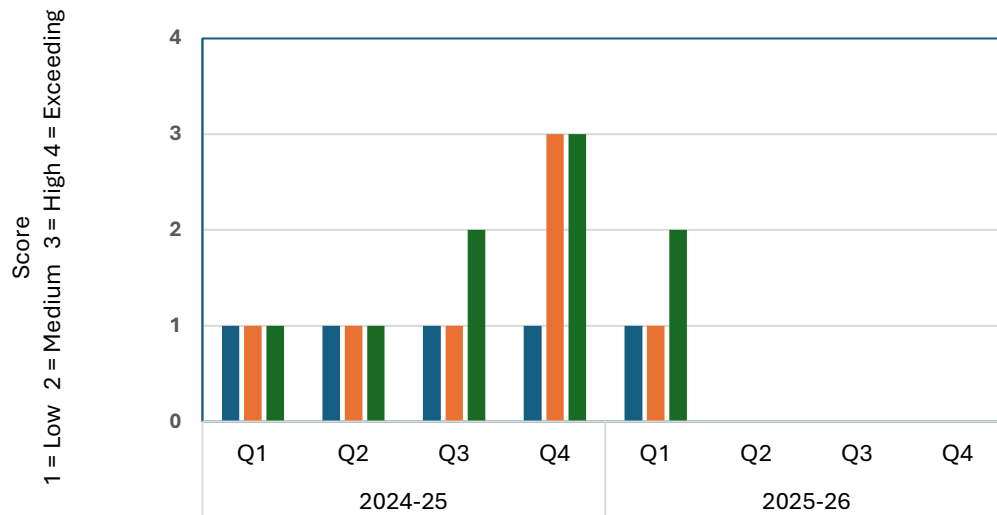


■ Provide, maintain and support mental health and wellbeing with street furniture and green public spaces




Strategic Priority 4 - Travel and Transport		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	Continue to investigate and implement where possible a sustainable Town Council fleet of vehicles	Investigate sustainable vehicles Install EV charging stations on Town Council owned property as required All Town Council vehicles to be electric or hybrid Saltash Neighbourhood Development Plan		1	1			
		Promote and encourage walking and cycling routes in the community	Support, promote and encourage walking and cycling routes in Saltash and neighbouring areas Less vehicles on the road, increase in bikes and by foot Saltash Neighbourhood Development Plan		1	1			
		Support access and improved connectivity from Saltash to Plymouth and neighbouring Towns and Parishes	Improved connectivity Increase in tourism Improved traffic Saltash Neighbourhood Development Plan	FTC held on 5.06.25 - National Highways - continued work of D&EM to strengthen communications during tunnel works with Town Council, residents and Key Stakeholders. FTC held on 5.06.25 - Town Council support of additional two bay bus shelter proposal received from CC at Carkeel	2	2			

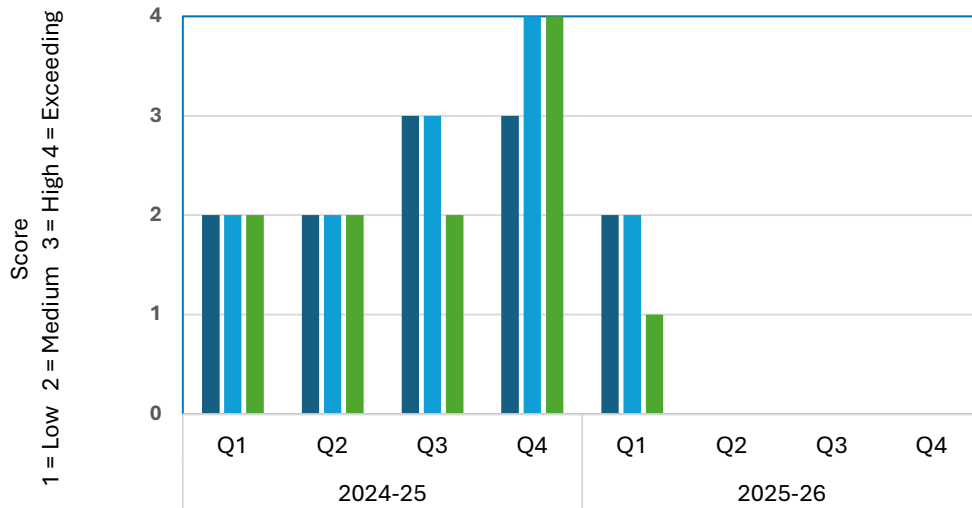
Business Plan
Strategic Priority 4 - Travel and Transport
Aims of the Services Committee



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

Strategic Priority 5 - Climate Emergency		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
<div>Page 31</div> <div>  </div>	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To continue to implement sustainable grounds maintenance methods and good environmental practices.	Avoiding the use of pesticides and herbicides and not using toxic chemicals in any Town Council grounds maintenance work Sustainable methods of weed removal Continue to be environmentally and hedgehog friendly Successful and improved participation in 'low mow may' initiative Recycle as much green waste as possible Where possible, adopt sustainable watering techniques Implement environmentally friendly alternatives to grounds maintenance Saltash Neighbourhood Development Plan	SD cleared the overgrown ashes area at St Stephens Churchyard using manual techniques with sensitivity to the area. 16 May 2025 SD supported No Mow May by not mowing strategic areas showing our commitment to the environment and wildlife No chemicals are used for grounds maintenance showing our comittment to the wildlife and environment	2	2			
		Support community initiatives for tree planting and wildflower meadows	Community engagement in tree planting initiatives and wildflower meadows Saltash Neighbourhood Development Plan	Free room hire given to Saltash Environmental Action (SEA) 2 April 2025. STC participated in No Mow May throughout the town. Churchtown Allotments pathways trimmed and advertised on Facebook 8 June 2025 Wildflower meadow planted at Churchtown Allotments promoted on Facebook 16 June 2025.	2	2			
		Continue to support and partake in the Plastic Free Community pledge	Educate the community, councillors and staff on the detrimental effects of single use plastics Continue to be a plastic free Town Council Encourage local businesses and organisations to take the pledge to be a plastic free champion	Biodegradable water balloons for Mayor Making 13 June 2025	1	1			

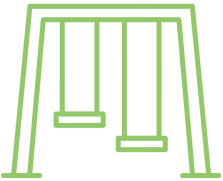
Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Services Committee



■ To continue to implement sustainable grounds maintenance methods and good environmental practices.

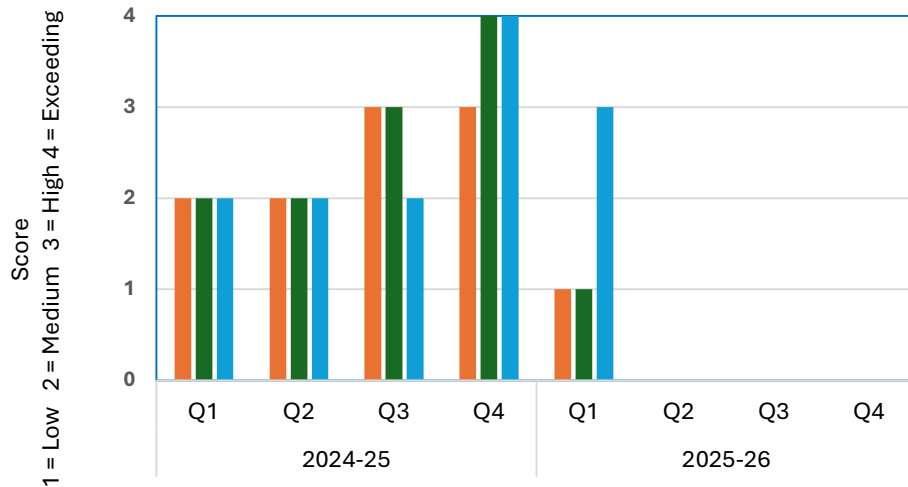
■ Support community initiatives for tree planting and wildflower meadows

■ Continue to support and partake in the Plastic Free Community pledge


Strategic Priority 6 - Recreation and Leisure		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers	Maintain, promote and reinvest in Town Council play parks and recreational areas	Investment and Development High-Quality Maintenance Improved open green spaces Promoting improvement works Consultation Funding awarded to provide new play equipment / improvement to community open spaces Saltash Neighbourhood Development Plan	Free room hire given Churchtown Farm Working Group on 4 April and 26 June 2025	1	1			
		Provide, maintain and support mental health and wellbeing with street furniture and green public spaces	Partake in the Chatty Plaque scheme Ensure open spaces are kept to a high standard for all to enjoy		1	1			
		Continue to provide pontoon facilities allowing access to the river and support better connectivity to neighbouring areas	Improved connectivity to the Waterside / pontoon facilities Maintain and upgrade the pontoon facilities Work in partnership with key stakeholders to deliver better connectivity Promote Jubilee Pontoon Saltash Neighbourhood Development Plan The Saltash Coastal Communities Team	Full Town Council 5 June 2025 Minute NR 94/25/26 Coastal Communities Group confirmed appointment of John Grimes to undertake scope of work, proposals, visual images Full refurbishment of the pontoon to a high standard to provide a ferry, berth, trusted, visitors service that is used by many in the town and those who visit Partnership working with PBT to continue to provide better connectivity	3	3			

Business Plan

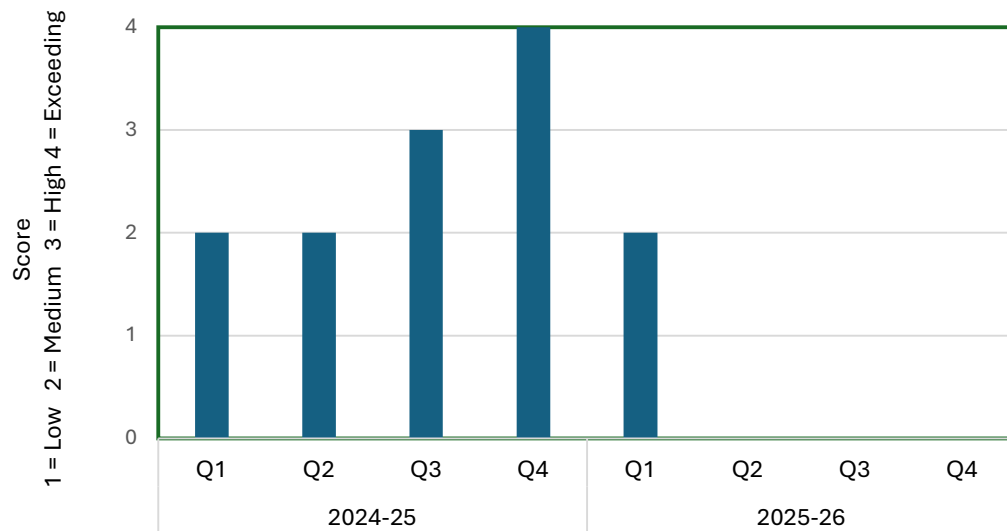
Strategic Priority 6 - Recreation and Leisure Aims of the Services Committee




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

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
<div>Page 35</div> <div></div>	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To ensure in review of planning and licensing applications and considerations, economic opportunities and impacts are examined appropriately	Planning and Licensing applications Working in partnership with Cornwall Council to reach the right outcome for Saltash Training Awareness of economic opportunities National and Cornwall Local Plan Policy	Various training available to keep up to date with the changes Taking the opportunity to comment and complete the online surveys to the Government planning consultations and working papers	2	2			

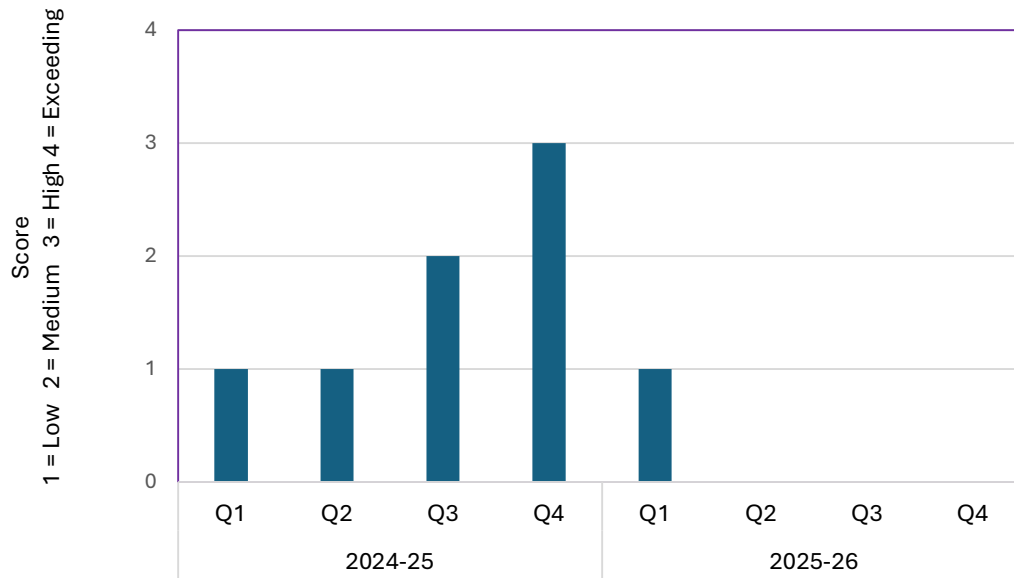
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Planning and Licensing Committee




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

Strategic Priority 2 - Health and Wellbeing		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
		To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	To ensure appropriate support or recommendations are given to applications or projects that support health care development or change of use to a health care setting in Saltash	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy	1	1			

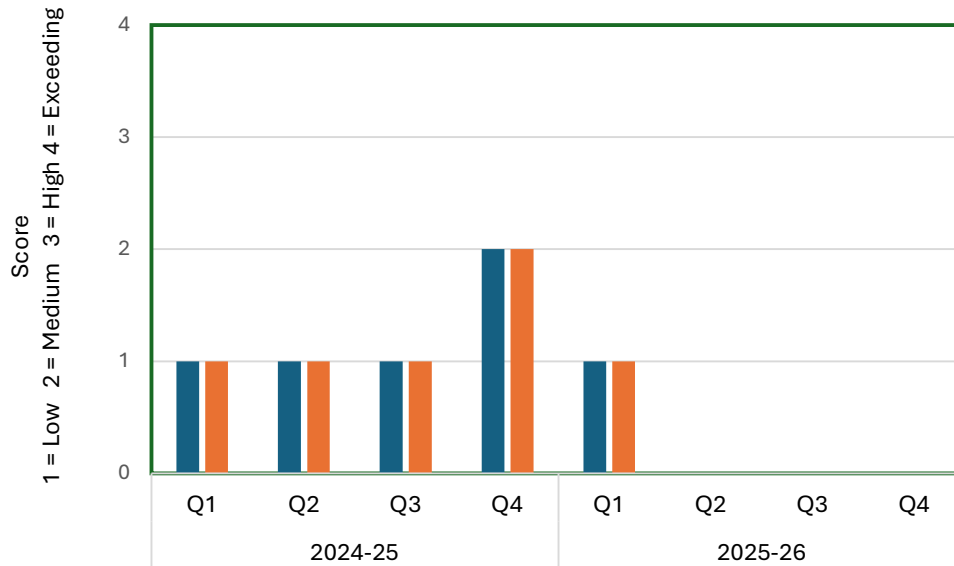
Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Planning and Licensing Committee



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

Strategic Priority 3 - Housing		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	To support projects that deliver affordable and sustainable housing whilst meeting a variety of user needs in keeping with policy	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy Create and support sustainable neighbourhoods		1	1			
		To ensure the availability of all housing types are considered inclusive of rental and affordable housing to improve access to housing for all in Saltash	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy Create and support sustainable neighbourhoods		1	1			

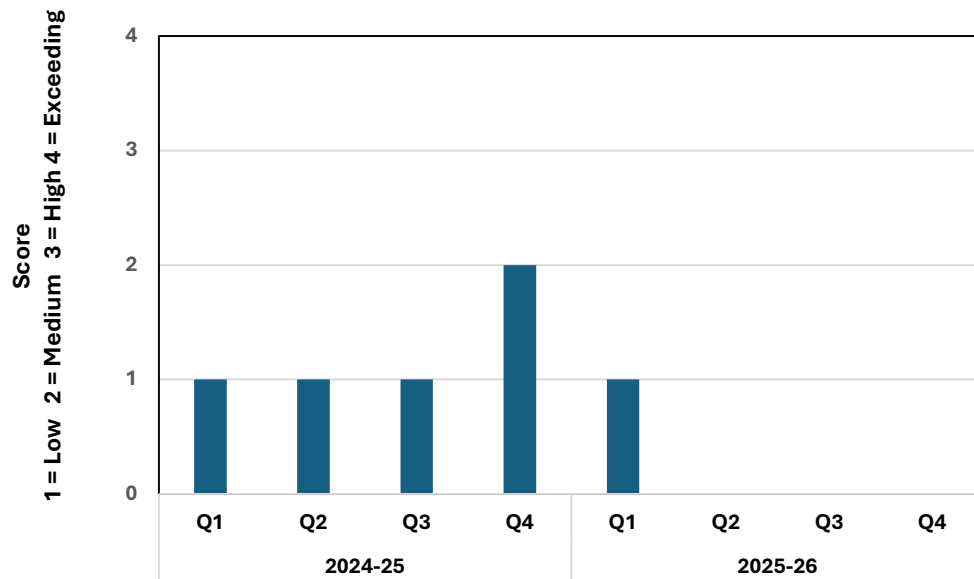
Business Plan
Strategic Priority 3 - Housing
Aims of the Planning and Licensing Committee



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

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

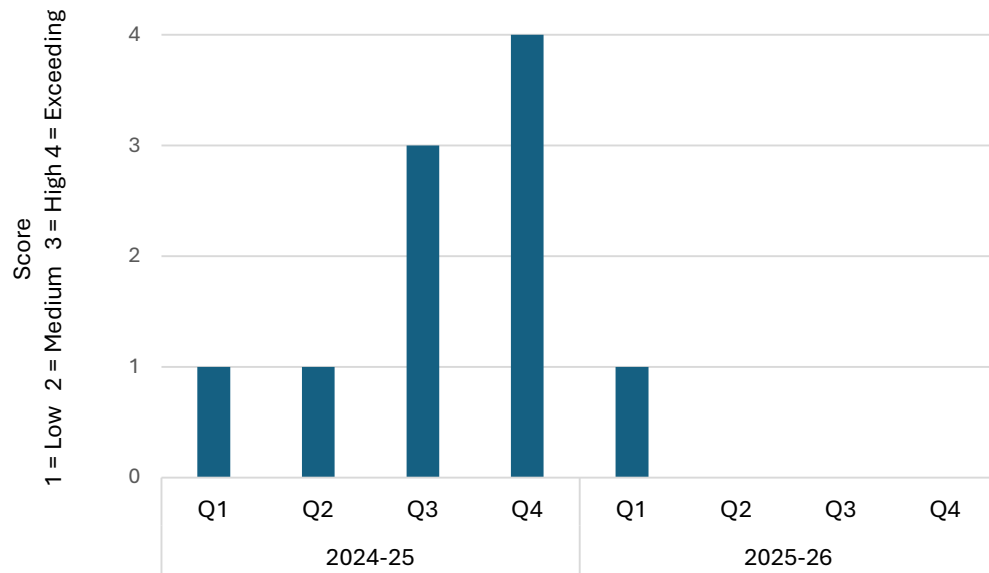
Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Planning and Licensing Committee




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

Strategic Priority 6 - Recreation and Leisure		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
<div>Page 43</div> 	<p>To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.</p>	<p>To support improvement in keeping with planning policies for open green spaces, leisure and recreational in review of planning and licensing applications in Saltash.</p>	<p>Being actively involved in the decision making process</p> <p>Partnership working</p> <p>Saltash Neighbourhood Development Plan</p> <p>National and Cornwall Local Plan Policy</p> <p>Cornwall Council Saltash Lesiure Centre Working Group</p>		1	1			

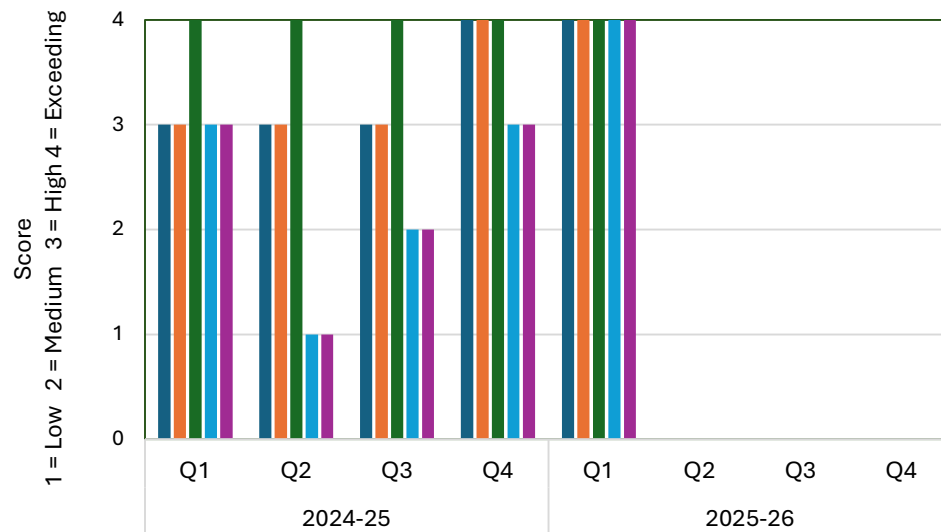
Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Planning and Licensing Committee



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

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Personnel Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To continue to be a good employer and invest in officer growth by supporting relevant professional development	Training and professional development to match the role undertaken In-house mentoring Career progression Fair salary grade	Three vacant posts (Community Hub Team Leader, Planning and General Administrator, Comms and Engagement Officer) providing career progression Ongoing training offered to staff throughout the year to match the role undertaken Salaries based on NJC recommended scales which is above average in the South West	4	4			
		Real Living Wage Employer	Be an accredited Living Wage Employer	Continue to be an accredited LW Employer	4	4			
		Local Government Pension Scheme	To be part of the LGPS	Continue to be a part of the LGPS and approval of increases	4	4			
		Operate in accordance with our Civility and Respect Pledge	Town Council to sign the annual Civility and Respect Pledge	Annual Town Meeting held on 15 May 2025 Minute NR 53/25/26 Town Council's commitment to the pledge was reaffirmed by the Chairman resigning the pledge. Pledge is displayed in Town Council buildings and on the website.	4	4			
		Provide a Protocol to advise Officers and Members of the appropriate working relations with one another	Create, adopt and adhere to the protocol	Readopted at Annual Town Council meeting in May 2025 Town Council staff commitment to the pledge was reaffirmed at the monthly management meetings and departmental meetings	4	4			

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




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

■ Real Living Wage Employer

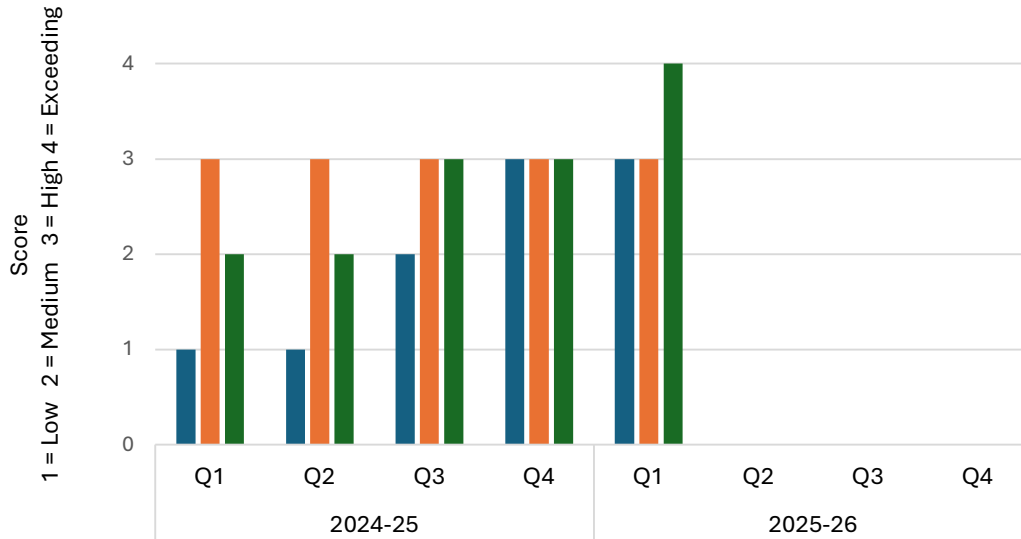
■ Local Government Pension Scheme

■ Operate in accordance with our Civility and Respect Pledge

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

Strategic Priority 2 - Health and Wellbeing		Aims of the Personnel Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	Provide excellent welfare facilities	Health and wellness initiatives Excellent work-life balance Provide a safe and healthy work environment	Personnel Committee held on 29/5/25 17/25/26 Staff awarded half-day 24/12/25 18/25/26 Saltash Day awarded 2/1/26 28/25/26 Staff awarded voucher through the Employee Recognition Scheme	3	3			
		Provide occupational health assessments as required to support staff at work	Various appointments as required Mental health support Associated cost to be covered by the Town Council	Occupational Health available as required Human Resources Consultant service	3	3			
		Robust risk assessments and health surveillance checks available to appropriate officers to protect them at work	Robust risk assessments Health surveillance checks if required Mental health support	H2H H&S Audit actioned Annual Health Surveillance Checks provided for Service Delivery staff to ensure they remain safe at work Robust Risk Assessments for safety Human Resources Consultant service	4	4			


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



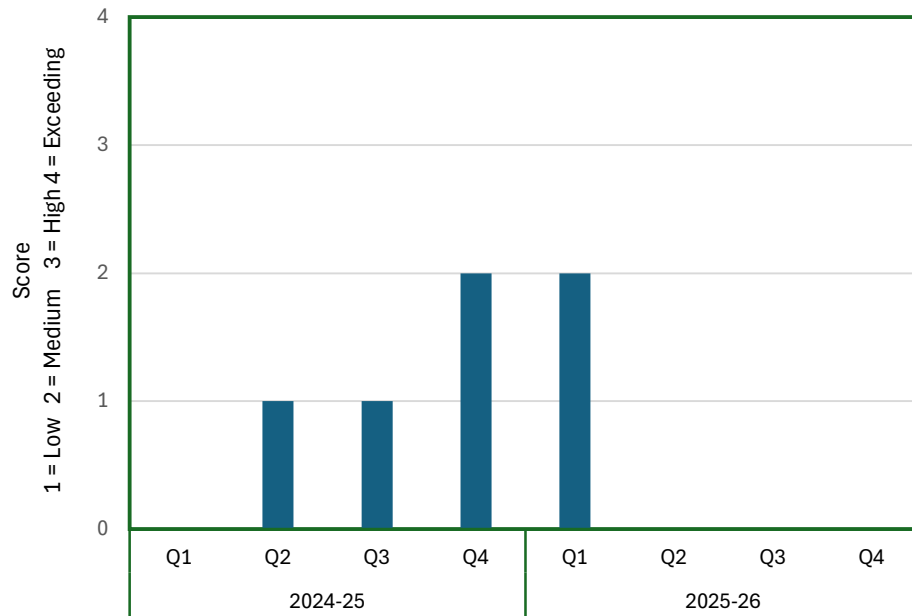
■ Provide excellent welfare facilities

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

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

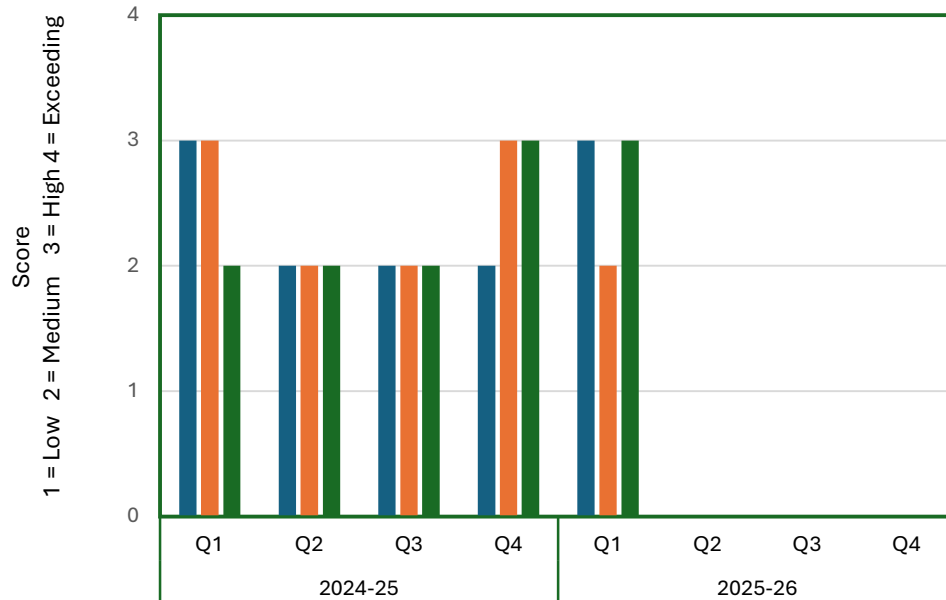
Strategic Priority 1 - Boosting Jobs and Econmic Prosperity		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
<div>Page 49</div> 	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To continue to expand the opportunities to increase people's education, knowledge and associated IT skills	Offering more signposting services Expanding opening hours Continuing to work in partnership with key stakeholders	Library Hub Regatta stall on 7 June 2025 to connect with the local community and promote the services. Liaising with the Cyber Crime Police Department to organise and host a workshop at the Library focused on the impact and prevention of cyber crime.	2	2			

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



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

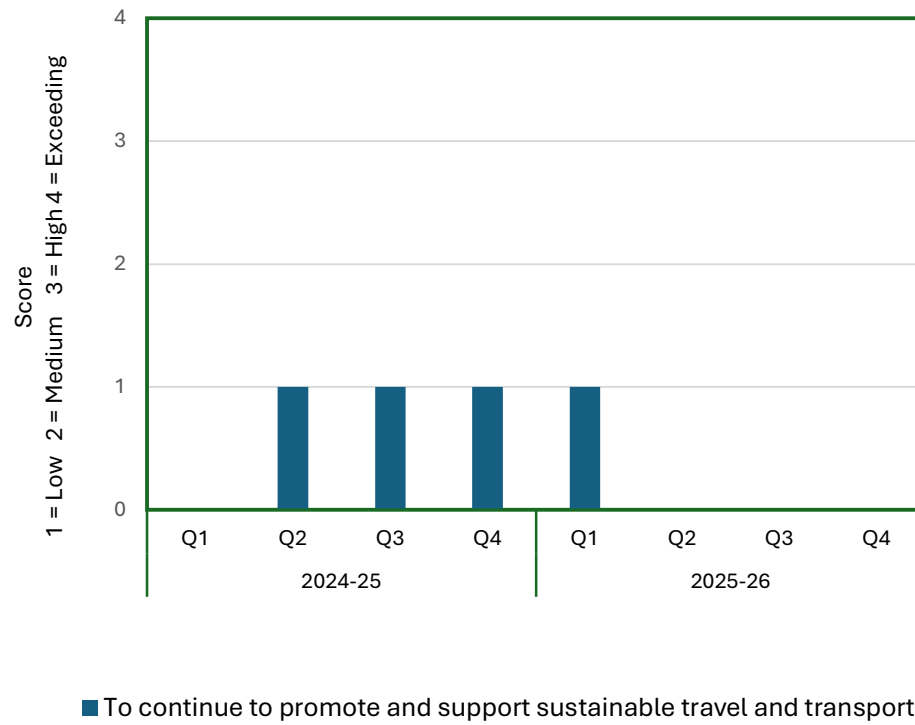
Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Library Sub Com




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

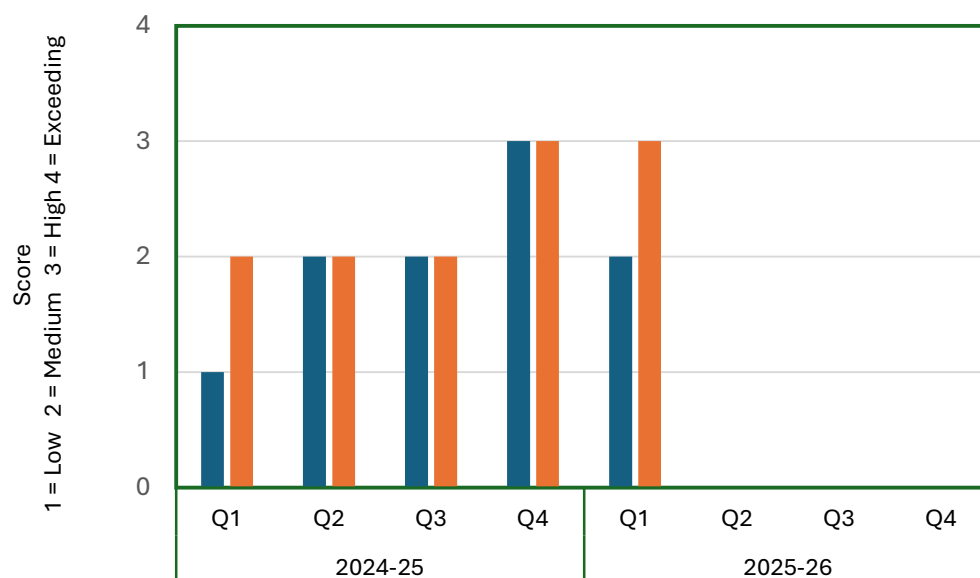
Strategic Priority 4 - Travel and Transport		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
<div>Page 53</div> 	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	To continue to promote and support sustainable travel and transport	Transport leaflets to be available at the library		1	1			

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



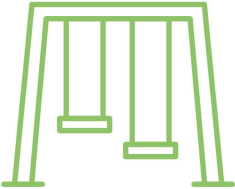
Strategic Priority 5 - Climate Emergency		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
<div>Page 55</div> 	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To ensure the Saltash Library building is well insulated when refurbished to reduce energy cost;	Refurbishment complete Saltash Neighbourhood Development Plan	Completion curtain walling including snags	2	2			
		To continue to focus on Climate Emergency and support free events at the Library.	Regular climate focused free events Promote sustainable practices at the Library Display educational materials		3	3			

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

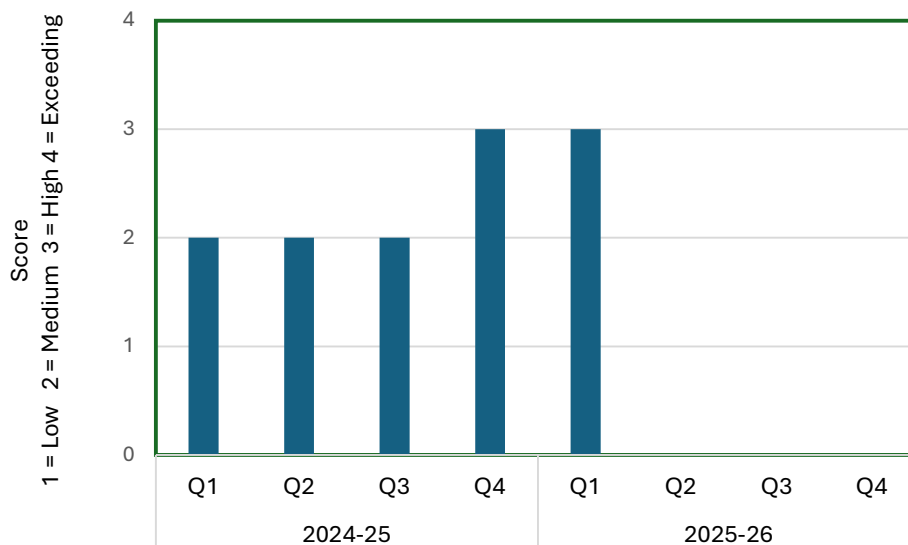


■ "To ensure the Saltash Library building is well insulated when refurbished to reduce energy cost;"

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

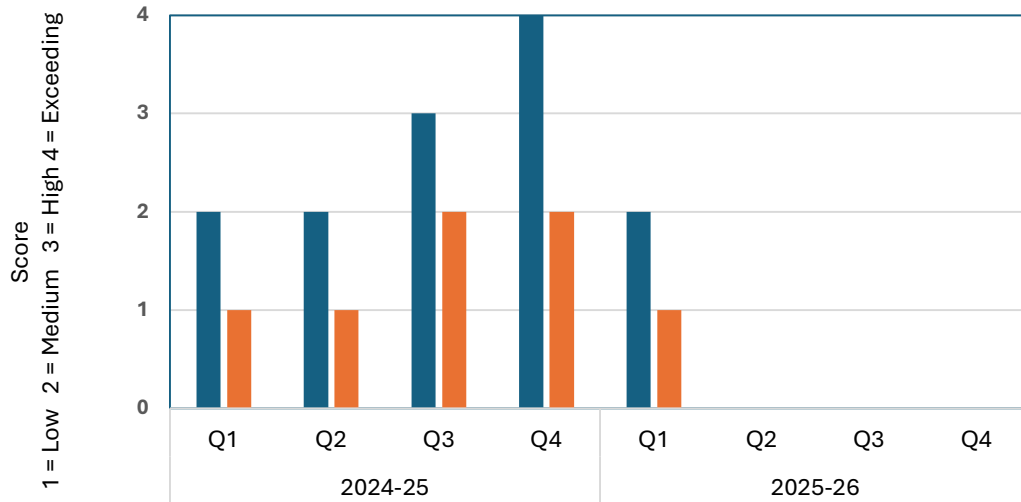
Strategic Priority 6 - Recreation and Leisure		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	To continue to provide a Library and Community Hub Service for the community inclusive of the Home Library Service.	Community engagement, programs and events Provide inclusive and accessible services Develop the Home Library Service	Lit-Fest held 12-26 April with author visits and talks. Group writer workshops and meetings. Science week held 10-17 May 2025 End of WW2 in Europe presentation held 1 May 2025 Presentation on Ann Glanville held on 6 June 2025 Volunteers aged 12 and over invited to apply to support Summer Reading Challenge Duke of Edinburgh promotions	3	3			

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




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

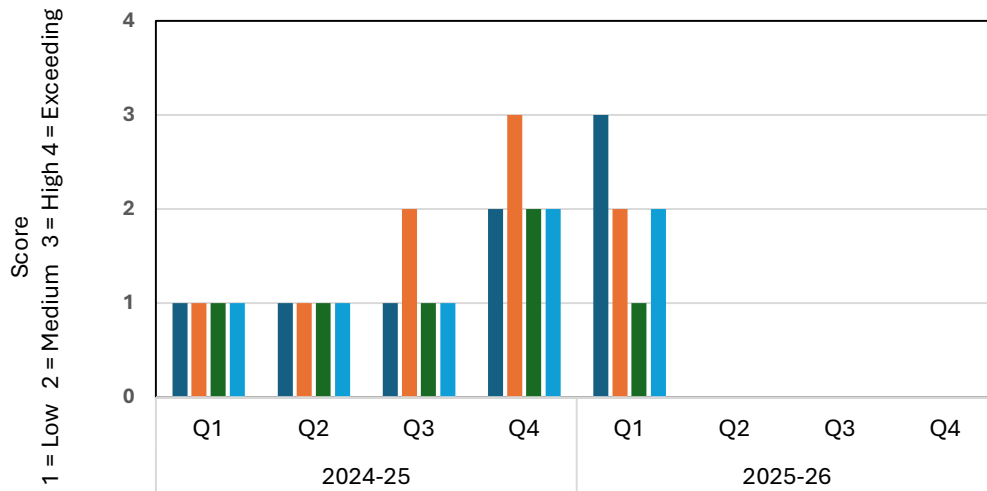
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Station Sub Committee



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

Strategic Priority 4 - Travel and Transport		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area	<p>Enhance wayfinding</p> <p>Promote sustainable travel options</p> <p>Improved infrastructure to create a welcoming and vibrant Station building and surroundings</p> <p>Work with key stakeholders for future funding opportunities for future improvements</p>	<p>Additional signage installed at Trackside Café on both sides of the railway track and Albert Road to promote the waiting area and café.</p> <p>Bedding plants and shrubs maintained to a high standard to provide a vibrant and welcoming station</p> <p>Development and Engagement Manager networking with GWR RE potential funding opportunities and partnership working</p>	3	3			
		Saltash Station is a key transport hub to the town	<p>Improved train connectivity to neighbouring towns and cities</p> <p>Improved train accessibility at Saltash Station</p> <p>Ensure Saltash station provides sustainable travel options connecting users and visitors to the Town Centre and further afield</p> <p>Saltash Neighbourhood Development Plan</p>	<p>Railway 200 event at Isambard House</p> <p>Improved train timetable since May 2025, providing more stops at Saltash</p> <p>TV timetable provided at Trackside Café displaying train and bus times</p>	2	2			
		Embark on a community project for the installation of further connectivity by installing EV Charging Points, Beryl Bikes and Solar Car Ports and Roof within the Station car park	<p>Install EV Charging Points in the Station Car Park</p> <p>Beryl bikes to be available for use at the station building</p>	Finance to review EV Charging supplies when looking at energy suppliers	1	1			
		Continue to support and promote the towns 450 local bus service providing better connectivity	<p>Work in partnership with Saltash Red Bus</p> <p>Secure an additional stop / improved route to Saltash station building</p>	Partnership working with Saltash Red Bus further built on by advertising their services and Saltash Red Bus displayed STC posters in their shop window.	2	2			

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




■ Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area

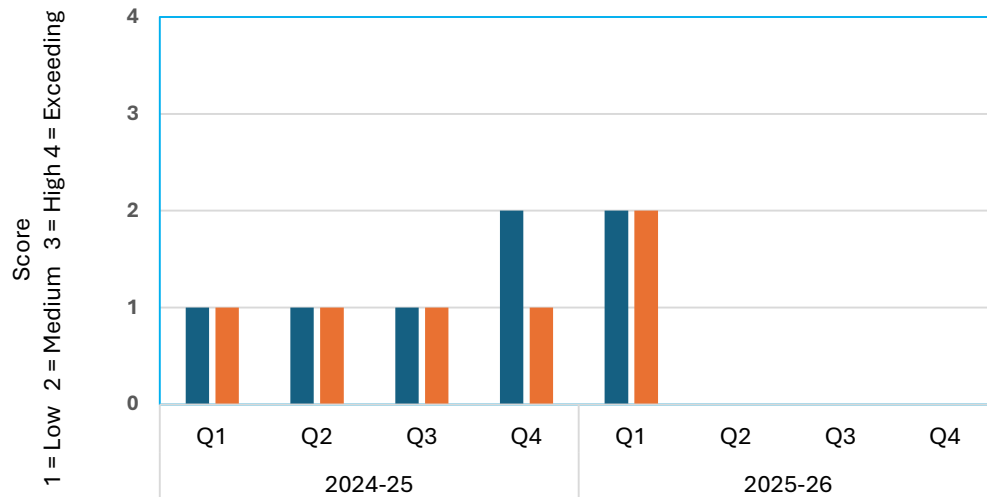
■ Saltash Station is a key transport hub to the town

■ Embark on a community project for the installation of further connectivity by installing EV Charging Points, Beryl Bikes and Solar Car Ports and Roof within the Station car park

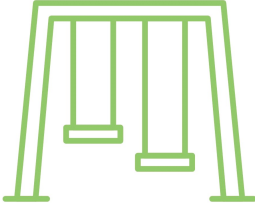
■ Continue to support and promote the towns 450 local bus service providing better connectivity

Strategic Priority 5 - Climate Emergency		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To continue to support external groups with free use of Isambard House (in line with the Hire Policy) where their purpose is climate change and environmental matters	Hold successful community climate change events throughout the year Support the free use of Isambard House for Climate Change initiatives, workshops and community information	Saltash Environmental Action free room hire at Isambard on 2 April 2025.	2	2			
		To lead by example by Isambard House being well insulated when refurbished with further investments to install Solar PV and Water Systems to assist in reducing energy bills and Co2 emissions	Invest and install Solar PV Invest and install solar water systems Reduction in energy bills and Co2 emmissions Saltash Neighbourhood Development Plan	Funding bids submitted for solar PV - awaiting outcome	2	2			

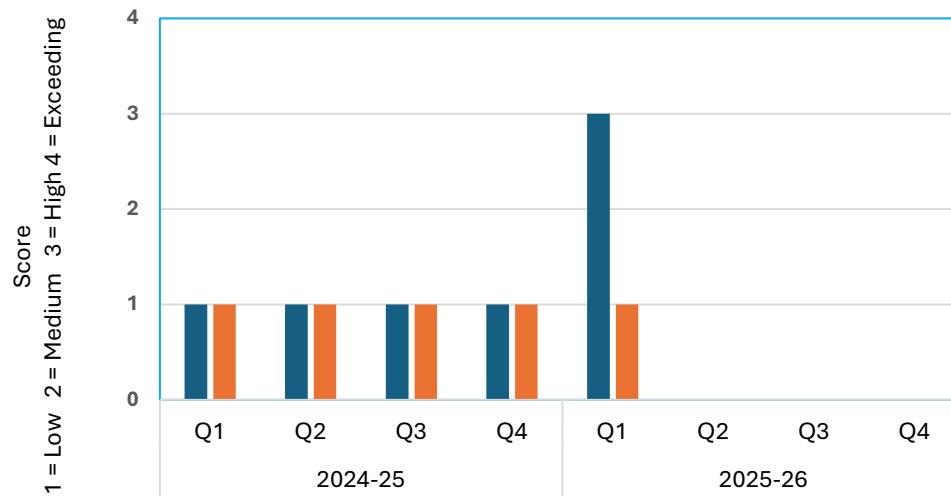
Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Station Sub Committee



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


Strategic Priority 6 - Recreation and Leisure		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	Increase cultural activity by providing a restored historical building (Isambard House) to hold events offering low rates to hire the building	Increased cultural actvities at Isambard House Increased event hire Improved promotion of the historical nature and restoration of Isambard House	Mayor gifted free room hire to Saltash Rotary Club for their Railway Exhibition on 25-27 April 2025. Increase in regular hires of Isambard House including Cornwall Council Resettlement Service using the building two morning a week term time only for the whole of 2025. Local school using the room two afternoons a week for outreach support for a pupil in April 2025. NHS hired the building for a workshop event 12 May 2025. Charity Circles South West long term hire of the building one evening a week April - September for workshops to rehabilitate offenders.	3	3			
		Create an annual events calendar to better utilise the building	A fully operational and cohesive events calendar Improved promotions and outreach and communications		1	1			

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

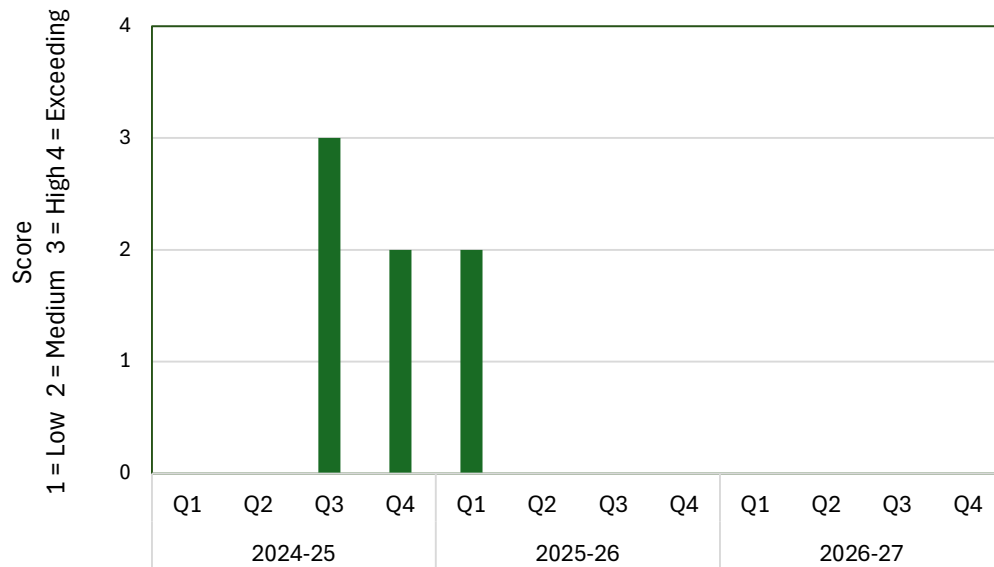


■ Increase cultural activity by providing a restored historical building (Isambard House) to hold events offering low rates to hire the building


■ Create an annual events calendar to better utilise the building

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To investigate and potentially progress devolution of assets from Cornwall Council to Saltash Town Council working in partnership with Cornwall Council and the Community Link Officer	<p>To produce a 'devolution programme, living document' to record the Town Council devolution priorities</p> <p>The Town Clerk to communicate the Town Council devolution priorities with Cornwall Council via the Community Link Officer continuing to build working relationships</p> <p>To work with relevant Town Council committees / sub committees to ensure community engagement is considered and at the right level</p> <p>To continue to build strong working relationships with key stakeholders</p>	<p>Devolution in-house meeting with CC to discuss an improved Devolution package</p> <p>Town Clerk joined Clerks Larger Working Group meetings to share strategic ideas and information relating to various Town Council tasks to help improve working strategies</p> <p>Town Clerk liaising with Tamar 50 to strengthen engagement and for Saltash TC to have a voice</p>	2	2			

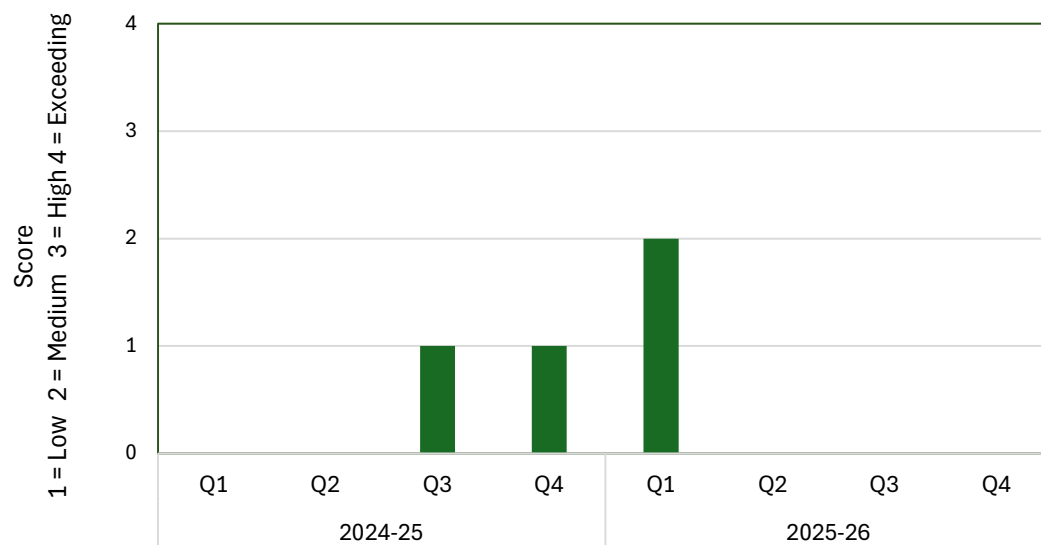
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Devolution Sub Committee




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

Strategic Priority 2 - Health and Wellbeing		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people	Identify facilities and areas that could support outdoor fitness programs, children's play areas, or relaxation zones for community use	To consider areas that support health and wellbeing when reviewing future devolution deals to ensure a good balance is achieved for the community Continue to build strong partnership working with key stakeholders Continue to work with Cornwall Council	Town Clerk consistently liaising with CC RE the Sea Defence works to ensure STC have the appropriate involvement to then deliver the Sensory Garden / Play Area Property request received from SHADO, signposted to keystakeholder where the matter better sits	2	2			

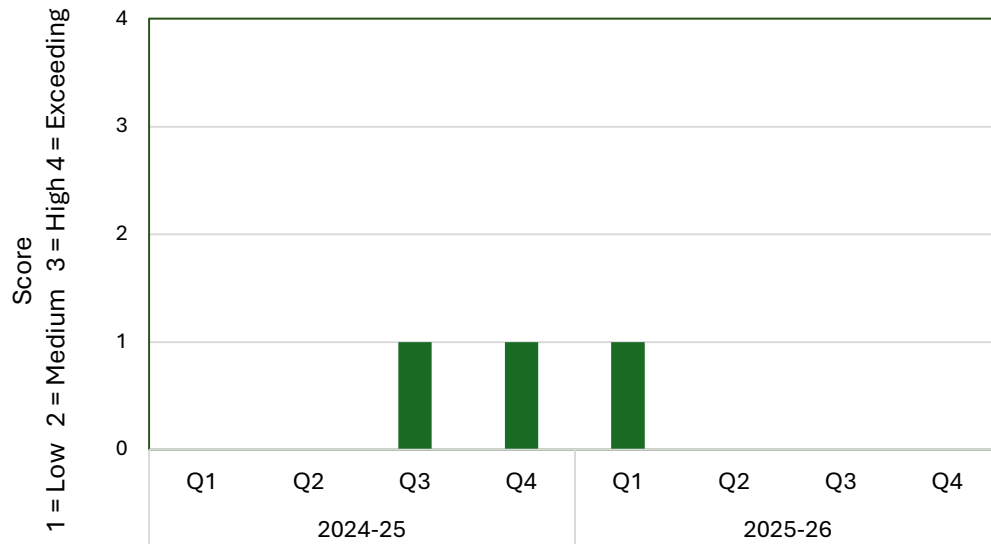
Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Devolution Sub Committee



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

Strategic Priority 6 - Recreation and Leisure		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers	Identify parks, green spaces, or public areas that could support outdoor fitness programs, children's play areas, or relaxation zones for mental health benefits	To consider areas that support health and wellbeing when reviewing future devolution deals to ensure a good balance is achieved for the community		1	1			

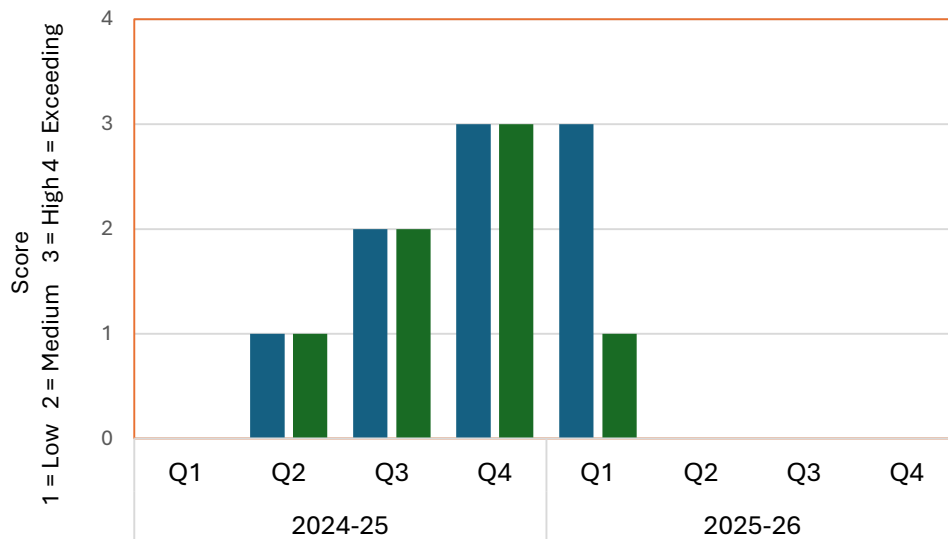
Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Devolution Sub Committee




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

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
Page 73	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	Continue to manage the repair and maintenance programs for Town Council properties, assessing the need for further investments and improvements as necessary or when required.	Working with the Five-Year Plan Working with Barron Surveying - Town Council appointed Building Surveyor Review sites that could benefit from solar PV Ensure Town Council buildings are maintained to a good standard for hire and reflection on the Town Council to the community and visitors	Barron Surveying appointed to undertake this year's condition report to all STC assets and buildings to enable better budgeting Isambard House identified as a site to benefit from solar PV - funding applied Five-Year Plan budgeted and monitored to ensure buildings are maintained to a good standard Hertiage front elevation windows for repair - tender advertised working with Barron Surveying to project manage	3	3			
		Support the promotion of Saltash as a vibrant and welcoming visitor destination by reviewing public amenities and identifying opportunities for investment and enhancement.	Ensure Town Council buildings are maintained to a good standard for hire and reflection on the Town Council to the community and visitors Review buildings in the local area to purchase as an investment to support the growth of the Town Council		1	1			

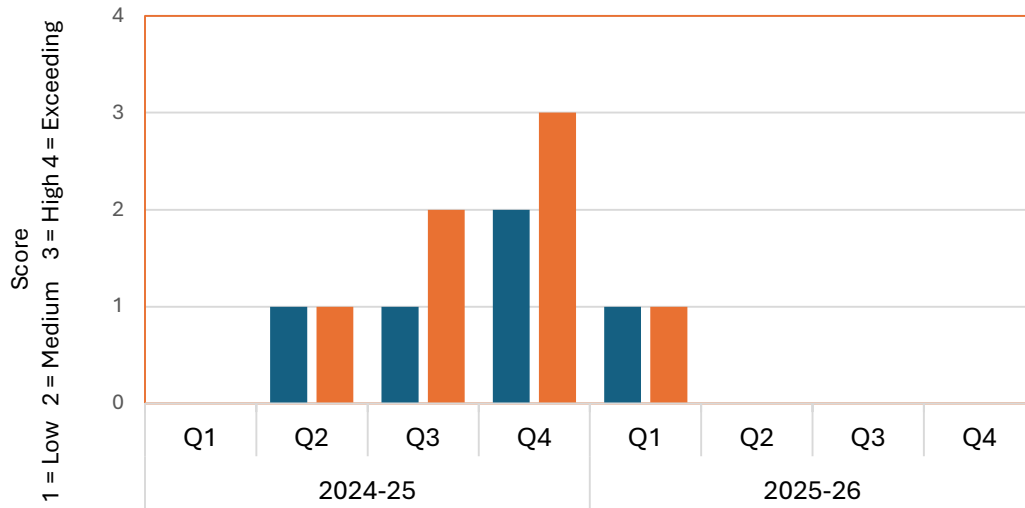
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Property Sub Committee



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

Strategic Priority 5 - Climate Emergency		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2025-26			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	Review Town Council owned properties to evaluate utility usage, with the objective of making them as close to net zero as feasibly possible.	Review sites that could benefit from solar PV Working with Barron Surveying - Town Council appointed Building Surveyor	Isambard House identified from benefitting from solar PV	1	1			
		To oversee the repair and maintenance programs for all Town Council premises, working towards improved energy efficiencies.	Working with the Five-Year Plan Working with relevant bodies to improve energy efficiencies		1	1			

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



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

To receive a report on the Business Plan Deliverables Workflow 2025/26 and consider any actions.

Report to: Town Vision

Date of Report: 24 June 2025

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

Officers Recommendations

Members are asked to revisit the Town Council's Business Plan quarterly review process of the Deliverables for 2025/26 to ensure continued progress and alignment with strategic objectives.

Report Summary

The Town Clerk and Administration Department have supported the Sub Committee in monitoring the delivery of the Town Council's Business Plan priorities, vision, aims, and objectives.

It is recommended that the Town Vision Sub Committee review the current schedule of quarterly reviews for all Council Committees and Sub Committees Business Plan Deliverables – **refer to Appendix A.**

Appendix A highlights the growing number of internal prioritised deadlines needed to deliver all Committee and Sub Committee deliverables for quarterly review by the Town Vision Sub Committee.

The Administration Department working with the Town Clerk, would continue to review and score deliverables as appropriate, reporting any concerns to the Town Vision Sub Committee.

Signature of Officer:

Office Manager / Assistant to the Town Clerk

Town Vision Sub Committee Meeting to be held on 24 April 2025

Town Vision to receive reviewed/scored deliverables for Quarter 4 for year 2024/25.

Town Vision to recommend to P&L, Services, P&F, Personnel, Station Property, Property Maintenance, Library and Devolution to review their Strategic Priority Aims against their actions for Quarter 1 for the year 2025/26

Quarter 1

April – May - June

P&L	Services	P&F	Personnel	Station Property	Property Maintenance	Library	Devolution
17.06.25	10.07.25	10.06.2025	26.06.25 (to review Q4 for the year 2024/25 and Q1 for the year 2025/26)	TBC	TBC	TBC	TBC

Town Vision Sub Committee Meeting to be held on (TBC 31 July 2025):

To receive reviewed / scored deliverables for Quarter One 2025/26

<p style="text-align: center;">Quarter 4 January – February – March (year-end)</p>							
P&L	Services	P&F	Personnel	Station Property	Property Maintenance	Library	Devolution
17.03.26	12.02.26	10.03.26	26.02.26	TBC	TBC	TBC	TBC
<p style="text-align: center;">Town Vision Sub Committee Meeting to be held on (TBC 30 April 2026): To receive reviewed / scored deliverables for Quarter Four 2025/26</p>							

**To receive and consider the proposed meeting schedule for the Town Vision
Sub-Committee for the 2025/26 municipal year.**

Report to: Town Vision

Date of Report: 24 June 2025

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

Officers Recommendations

Members are asked to consider future Town Vision Sub Committee meeting dates to fit with the review of the Business Plan Deliverables:

- 28 October 2025 (Quarter 2)
- 29 January 2026 (Quarter 3)
- 30 April 2026 (Quarter 4)

Report Summary

It is recommended to set regular meeting dates for the Town Vision to monitor the delivery of the Town Council's Business Plan priorities, vision, aims, objectives and to support the Town Clerk in the process.

Terms of Reference states:

Meetings – the sub committee meets for a minimum of four times each financial year (April to March).

Signature of Officer:

Office Manager / Assistant to the Town Clerk