

NOTES

Meeting:	Saltash Town Team - Guildhall / Virtually
Date and Time:	Monday 20 April 2026 - 5.30 pm

Present:	Title/Representing:
C Bailey (CB)	CEPL12
R Bickford (RB)	CEPL12
S Burrows (SB)	Town Clerk
P Cador (PC)	Cornwall Council
H Frank (HF)	Cornwall Council
S Gillies (SG)	Chairman of Town Vision
J Hughes (JH)	Administration Officer
K Johnson (KJ)	Cornwall Council
S Miller (SM)	Chamber of Commerce
P Ryland (PR)	Chamber of Commerce
M Richardson (MR)	Consultant
B Samuels (BS)	Saltash Town Council
B Stoyel (BS)	Saltash Town Council

Apologies for absence: C Thomson
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Item	Key / Action Points:	Action by:
1	<u>Apologies.</u> C Thomson (Community Link Officer)	
2	<u>Health and Safety Announcements.</u> The Chairman informed those present of the actions required in the event of a fire or emergency.	
3	<u>Public Questions - A 15-minute period when members of the public may ask questions of the Saltash Town Team.</u> None received.	
4	<u>To receive the notes of the Town Team meeting held on 9 February 2026 as a true and correct record.</u> It was proposed by BS, seconded by CB, and resolved that the notes of the last meeting are a true and accurate record.	

	<p>The Chairman requested an update on items note on the agenda that arose at the previous meeting;</p> <ul style="list-style-type: none"> • E-mail from the coach party, SB confirmed this has been received and resolved. • Saltash card – The Chairman has been in correspondence with Philip Robinson of the Tamar Bridge regarding the potential £2.00 tag fee. Should the fee be introduced, the Chairman has requested that it be waived or that a concession be offered specifically for Saltash residents by way of the Saltash Card. This would enhance the value and attractiveness of the Saltash Card. • Tamar Bridge Signage – KJ asked whether the Chairman had spoken with Philip Robinson regarding signage on the Tamar Bridge. The Chairman confirmed that this issue had not been raised. RB advised that, in his capacity as Chair of Services, improvements to signage around the town are being explored as part of a Town Council project. It was agreed that RB would take this matter forward and contact the relevant parties. • Town of Culture – The Chairman asked whether there had been any progress on the Town of Culture initiative. SB provided an update, advising that although a significant amount of work had been undertaken, the application was not taken forward as the Town Council did not have the resources to support it at this stage. • Street Audit – RB reported that he hasn't made contact with Will Glassup, Highways Manager, he is aware that he has been very busy, but he will follow this up as the previous Street Audit was very useful. 	
5	<p><u>To receive the latest Town Team funding statement and consider any actions.</u></p> <p>Paul Cador arrived and joined the meeting</p> <p>The funding statement and available 106 ringfenced funds were noted.</p> <p>The Chairman queried the 'Balance left to Spend' amount for the TRIP 037 fund as showing £277.81 to be returned to Cornwall Council, SB to query this and report back.</p>	

6	<p><u>To review the delivery, outcomes and next steps arising from the Traders' Meeting and consider any actions and associated expenditure.</u></p> <p>The Chairman provided an overview of the various actions taken so far, including the Hive report, outcome of work provided by MR following the Bid feasibility exercise and the report from the Traders' meeting. The Chairman then invited members to discuss the next steps to decide what we are going to go forward with.</p> <p>Members discussed the various solutions that had been raised at the Traders' meeting;</p> <ul style="list-style-type: none"> • Parking Charges – Various ideas were discussed to encourage increased footfall in the Town Centre, including the potential for free parking after 3.00pm funded by the Town Team or Chamber of Commerce. A subsidised parking scheme, whereby a proportion of the parking charge would be refunded, was also considered; however, this was noted to be complex due to the many users paying via the parking app rather than cash. <p>It was noted that through use of the parking app, parking can be purchased at a cost of £2.31 per day in a long-stay car park, subject to pre-loading £35 credit into the app. It was agreed that this information should be promoted to improve awareness.</p> <p>Members also discussed the 1-hour free parking that was agreed with the Co-op for residents in Callington. The Chairman in going to contact Co-op to investigate whether the Co-op would do the same in Saltash at the Culver Road car park.</p> <p>SB advised that any resolution would need to be sustainable for the future and a long-term solution that doesn't rely on ongoing funding. It was noted that many traders currently close earlier in the afternoon; therefore, free of subsidised parking after 3.00pm would be unlikely to increase footfall if shops were closed. For such initiatives to be successful, traders would need to work in partnership and consider remaining open for longer hours.</p>	
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- Advertising and banners – KJ suggested advertising at the Retail Park to entice people into the Town centre to eat at the Pubs and Restaurants and shop in the town. It was noted that Community Enterprises PL12 does currently have a sign there to direct people to the Town centre and there is a space underneath to display Banners. Members agreed that it would be beneficial to contact local businesses to explore creation of their own banner for display here. The Chairman confirmed that he would take this action forward and contact local pubs and restaurants.
- Band Stand in Victoria Park / Events – The Chairman advised that the Band Stand is outside of the Town centre and as such funding would not be available for it.
- Training for Businesses - KJ suggested AI and Social Media training for Saltash businesses. Members discussed this and there are providers that can offer workshops and perhaps this could lead to a quarterly Traders meeting to share ideas and help other traders. Community Enterprises PL12 could potentially arrange workshops that could be led by the traders. Members agreed that morning meetings and workshops would be beneficial to attract more participation. HF will investigate this and report back.
- Wedding Venue - KJ suggested using the Long Room as a wedding venue to attract visitors into the Town Centre. SB advised that this has previously been considered, but unfortunately the Town Council doesn't have the staff resources to host such an event currently.
- Augmented Reality Trail – HF suggested using some of the available S106 funds to create an Augmented Reality Trail through Saltash Town Centre. She has previously engaged with a company called Carbon Pixel regarding a previous idea. There is a CMS system behind it which allows for changes to the trail so this could be adapted for other events. SG has offered to work with HF on this and report back.

	<ul style="list-style-type: none"> • BID outcome – MR provided an update on the feasibility of the Saltash BID following the Traders’ meeting. It was generally considered that the traders put lots of idea’s forward, however they were not interested in doing a BID as they were unable to commit the spending on it and it was noted that Town Team and the Town Council are already providing a lot of improvements. At this stage it was agreed not to proceed with the Saltash Bid. Members thanked MR for all of her hard work on the BID and it was noted that she will no longer continue to attend Town Team meetings. 	
7	<p><u>To receive an update from the working group on the future of the Saltash Markets and consider any actions and associated costs.</u></p> <p>The Chairman invited BS to provide an overview of the report included in the circulated reports pack. RB reported that discussions have taken place with Aaron from Diverse Events, who advised that the costs of delivering the markets could be reduced if a group of volunteers is identified to help. Diverse Events confirmed that they could provide necessary training and guidance to the volunteers, which would make the markets more financially viable. It was agreed that 3 – 4 stalls occupied on a regular basis by vendors selling food, for example – butchers, fishmonger, bakery and fruit and vegetables – would draw people into the town. RB advised that a Community Enterprise PL12 have posted on social media recently to try and attract volunteers. RB has agreed to take this forward and report back.</p>	
8	<p><u>To confirm future Town Team meeting dates.</u></p> <p>Members were in agreement of the future Town Team meeting dates.</p>	

9	<p><u>A.O.B</u></p> <p>The Chairman asked if Town Teams terms of reference need to be amended following the disbandment of Town Vision. SB confirmed that they will require amending as currently the Chair and Vice-chair of Town Vision sit on the Town Team Committee. Following unanimous agreement it was decided that Town Teams terms of reference will be amended to note that three Saltash Town Councillors will be appointed to the Town Team Committee at the Annual meeting of Saltash Town Council.</p>	
10	<p><u>Date of Next Meeting: 08 June 2026</u></p> <p>End of Meeting: 7.04pm</p>	