Saltash Town Council

Konsel An Dre Essa

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

30 October 2026

Dear Councillor

I write to summon you to the **Meeting of Saltash Town Council** to be held at the Guildhall on **Thursday 5th November 2026 at 7.00 pm**.

The meeting is open to members of the public and press. Any member of the public requiring to put a question to the Town Council must do so **no later than three working days 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 queries on the business to be transacted at this meeting the Clerk must be notified **no later than 12 noon the before the meeting.**

Planning applications can be viewed by Members of the Council prior to the meeting on the Cornwall Council's website www.cornwall.gov.uk. Members of the public may view planning applications online during normal working hours of 9:30 a.m. to 4:30 p.m. online at the Saltash Library Hub.

Yours sincerely,

S Burrows
Town Clerk / RFO

To:

Essa	**Tamar**	**Trematon**
A Ashburn	S Gillies	S Miller
R Bickford	M Johns	B Samuels (Vice-Chairman)
R Bullock	S Martin	S Slavin
L Mortimore	P Nowlan	B Stoyel (Chairman)
P Samuels	J Peggs	
J Steers	J Suter	

A Civility & Respect Pledge Council

Agenda

1. Civility and Respect Pledge Reminder.
   The Town Council has adopted the Civility and Respect Pledge. Members are reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

2. Health and Safety Announcements.

3. Apologies.

4. 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.

5. Public Questions - A 15-minute period when members of the public may ask questions of the Town Council. (Pages 6 - 8)
   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 three working days 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.

6. To receive and approve the Minutes of the Full Town Council Meeting held on 1 October 2026 as a true and correct record. (Pages 9 - 20)

7. To receive and note the minutes of the following Committees and consider any recommendations:

   a. Joint Burial Board held on 15 October 2026; (Pages 21 - 28)

   b. Services held on 15 October 2026; (Pages 29 - 34)

   c. Planning and Licensing held on 20 October 2026; (Pages 35 - 43)

   d. Burial Authority held on 22 October 2026; (Pages 44 - 51)

   e. Extraordinary Planning & Licensing held on 27 October 2026;

   f. Personnel held on 29 October 2026.

A Civility & Respect Pledge Council

8. To receive and note the minutes of the Library Sub Committee held on 8 October 2026 and consider any recommendations. (Pages 52 - 62)

9. To receive the Chairman's report and consider any actions and associated expenditure. (Pages 63 - 65)

10. To receive the Monthly Crime Figures and consider any actions. (Pages 66 - 69)

11. To receive a report from Community Enterprises PL12 and consider any actions and associated expenditure. (Pages 70 - 87)

12. To receive a report from Community Area Partnerships and consider any actions and associated expenditure. (Pages 88 - 103)

13. To receive a report on behalf of Safer Saltash and consider any actions and associated expenditure.

14. To receive a report from Saltash Chamber of Commerce and consider any actions and associated expenditure. (Page 104)

15. To receive a report from Cornwall Councillors and consider any actions and associated expenditure. (Pages 105 - 111)

16. To receive an update on the future of the health care in Saltash and consider any actions and associated expenditure.

17. To welcome representatives from Drip Drip Tamar and to receive their presentation and consider any actions. (Pages 112 - 128)

18. To consider Risk Management reports as may be received.

19. Finance:

    a. To advise the receipts for September 2026; (Page 129)

    b. To advise the payments for September 2026; (Pages 130 - 132)

    c. To report urgent and essential works actioned by the Town Clerk under Financial Regulations;

    d. To note that bank reconciliations up to 30 September 2026 were reviewed as correct by the Chairman of Policy & Finance Committee and the Town Clerk;

    e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Finance in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.

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20. To receive the notes of the Saltash Town Team meeting held on 12 October 2026 and consider any actions and associated expenditure. (Pages 133 - 138)

21. To receive Planning Application PA26/06212 and consider any actions.
PA26/06212
Mr & Mrs Laura and Gavin Gavasingha – **10 Alamein Road Saltash Cornwall PL12 4HR**
Loft conversion with front and rear dormer
Ward: Essa
Date received: 29/10/2026
Response date: 12 November 2026
https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TL039DFGHXF00

22. Meet your Councillors: The next scheduled meeting date Saturday 21 November 2026 outside Saltash Heritage Museum, Fore Street.

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

24. 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.

25. To receive and approve the private and confidential minutes of the Full Town Council meeting held on 3 September 2026 as a true and correct record.

26. To receive an update from the Chair of the Town Council and consider any actions and associated expenditure.

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

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

29. Date of next meeting: 3 December 2026 at 7:00 p.m.

30. Common Seal:
I Move to Order that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.

A Civility & Respect Pledge Council

[redacted]

Submission of Questions, Representation and Evidence Form

Questions, **representations and evidence** must be submitted in writing using the form provided **three working days before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Name: Lt. Cdr. B.A. Brooking M.B.E., J.P., B.A., M.A., R.N. (Rtd) **Address:** 17 Taylor Road, Saltash, Cornwall. PL12 4LR **Contact details:** 01752 844050	**Date of submission:** 2nd November 2026
Do you give consent for your personal details to be published and made available in the public domain, please circle below: (Yes) or No	
Are you attending the meeting in person to ask your question, please circle below: Yes or No — I hope to attend but if I am unable can the Chair please read my question on my behalf	
If your question relates to a Planning or Licensing Application, please confirm the application number, name, address and whether you support or object. No member of the public may speak for longer than three minutes: N/A	
Question, Representations and Evidence: A question must be submitted in a clear and concise manner and may include representations and supporting evidence. Each person may submit only one question. No member of the public may speak for longer than three minutes. Please see Attached	

Could Council be more 'user-friendly' to the public over how it manages our questions?

I was grateful to be able to ask a question at the recent Aldi consultation. It was tightly chaired, and mostly disciplined, but very many felt it could have been done better and more fairly.

Aldi appeared to have had unlimited time to prepare and present their presentation, including adding to their presentation 'bullet points' from a lectern. Councillors were then able to ask their questions sitting at tables and using a microphone. The public were then invited to speak. This proved difficult.

It would have been fairer for us to put our questions first, as we had to submit them before the meeting, and keep to the words. Councillors could apparently see our submissions before the meeting, so technically this should and could have reduced repetition. The onus should not have been upon the public for this. Given the timings involved, both in preparing our questions and trying to reduce repetition after hearing the Councillors input, we were at a considerable disadvantage.

Indeed, some who spoke told me that they wished that their letter had been read out by the Chair – as some of those took longer than three minutes and were not inhibited by trying to avoid repetition.

I led the public questions, and out of respect for Council, I stood. Others followed. It was really difficult, especially for those with longer questions, to hold our paperwork and a microphone. You might consider when using a large room providing a lectern/stand for support – and even a fixed microphone for the public.

I do hope that you will accept that these criticisms/comments are constructive and made in the spirit of goodwill. However, I have to say that many of us have noticed over the last few years that Council has

demonstrated a strong over-protection and defensiveness, and even hostility by some individuals to criticism from members of the public. I can testify to this from a personal perspective, particularly over Remembrance, and can cite a case where a letter to Council from me was partially censored/redacted, contravening free speech, both in its verbal delivery and published as original without my permission. This must be unacceptable and not consistent with respect for the public. The Council was not always like this. I am prepared to share more details if required. This includes a comment from a Councillor that I must be careful about expressing strong feelings about my passion and concern over the location of the Civic Service of Remembrance and fairness – as Councillors could take out a Code of Conduct against me. Somewhat ironic! My communication has certainly not been vexatious. At least one Councillor is now not even speaking to me and has apparently told this to a member of the public, when they wanted to comment on my health. They were not impressed at the lack of respect.

I am not allowed to make much use of a computer or electronic media because of failing eyesight, but many who can have complained to me about the difficulty of putting questions to Council in the latest format. Many apparently give up and did so over putting in their Aldi questions. I have done some comparative research. Other Councils, including local ones, appear to have a much more 'user-friendly' approach to their public.

[redacted]

1 Nov 2026

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Saltash Town Council held at the Guildhall on Thursday 1st October 2026 at 7.00 pm

PRESENT: Councillors: A Ashburn, R Bickford, R Bullock, M Johns, S Martin, S Miller, L Mortimore, P Nowlan, J Peggs, B Samuels (Vice-Chairman), P Samuels, S Slavin and B Stoyel (Chairman).

ALSO PRESENT: 2 Members of the Press, 6 Candidates for Co-option, H Frank (Cornwall Council), S Burrows (Town Clerk / RFO), D Joyce (Office Manager / Assistant to the Town Clerk) and J Hughes (Administration Officer).

APOLOGIES: S Gillies, J Suter, K Johnson (Cornwall Council).

148/26/27 CIVILITY AND RESPECT PLEDGE REMINDER.

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

149/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

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

150/26/27 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 received.

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

   None received.

151/26/27 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

152/26/27 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 3 SEPTEMBER 2026 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.

Following a vote (10 in favour, 0 against, 3 abstentions), it was proposed by Councillor B Samuels, seconded by Councillor Nowlan and **RESOLVED** that the minutes of the Full Town Council Meeting held on 3 September 2026 were confirmed as a true and correct record.

153/26/27 TO RECEIVE AND NOTE THE MINUTES OF THE FOLLOWING COMMITTEES AND CONSIDER ANY RECOMMENDATIONS:

a. Planning and Licensing held on 15 September;

   It was **RESOLVED** to note the minutes. There were no recommendations.

b. Policy and Finance held on 22 September;

   It was **RESOLVED** to note the minutes. There were no recommendations.

c. Services held on 24 September.

   It was **RESOLVED** to note the minutes and consider the following recommendation:

   RECOMMENDATION:

   63/26/27 TO RECEIVE A REPORT ON THE GUILDHALL REFURBISHMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

   Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Bullock and resolved to **RECOMMEND** to Full Council to ratify the virement of £20k from General Reserves to budget code 7122 EMF Legal and Professional Fees for professional fees associated to Bailey Partnership's appointment.

Following a unanimous vote, it was proposed by Councillor Bickford, seconded by Councillor P Samuels and **RESOLVED** to approve the above recommendation.

154/26/27 **TO RECEIVE THE CHAIRMAN'S REPORT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman reported that it had been a relatively quiet month, with several notable engagements attended on behalf of the Town Council. Members noted the Chairman's attendance at the recent HMS Raleigh passing out parade, which he described as a fitting ceremony and an enjoyable opportunity to witness.

The Chairman also attended a light luncheon with submariners and shared insights into life aboard a submarine, including extended periods spent at sea.

Members were informed of the funeral of former Mayor Paul Adams. The Chairman reflected on Mr Adams' contribution to the community, particularly his role in establishing the Youth Council during the 1980s and noted the importance of encouraging youth engagement in local democracy. The Chairman also highlighted Councillor Peggs' forthcoming health meeting, which would be considered later on the agenda and the ongoing challenges facing health services within Saltash.

The Chairman further reported attendance at a Saltash United event with approximately 60 to 70 people in attendance.

The Deputy Mayor noted attendance at the opening of the new audiology hub within Specsavers Saltash. The event was described as a positive and engaging occasion, celebrating the introduction of an additional local healthcare service operating within the town.

It was **RESOLVED** to note.

155/26/27 **TO RECEIVE THE MONTHLY CRIME FIGURES AND CONSIDER ANY ACTIONS.**

Members noted that no crime report had been received for the meeting, as the relevant figures were not available in time for publication.

The Chairman advised that the Town Council continues to work closely with the police and highlighted that police representatives had attended the most recent Meet Your Councillors event.

The Town Clerk invited Members to raise any questions or concerns relating to policing matters, which would be referred to the appropriate officers for clarification and response.

It was **RESOLVED** to note.

156/26/27 **TO RECEIVE A REPORT FROM COMMUNITY ENTERPRISES PL12 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members noted that, as the Community Enterprises Annual General Meeting had taken place the previous evening, no report was available for consideration at this meeting. Members looked forward to receiving an update and summary of the AGM outcomes at the Full Council meeting in November.

157/26/27 **TO RECEIVE A REPORT FROM COMMUNITY AREA PARTNERSHIPS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members noted that the next meeting of the CAP was scheduled to take place on 6 October in St Germans. As the meeting had not yet been held, there was no update to report at this evening's meeting.

158/26/27 **TO RECEIVE A REPORT ON BEHALF OF SAFER SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members noted that the minutes of the recent Safer Saltash meeting, held earlier in the week, would be received at the next meeting.

An update was provided on the work of Crimestoppers, including the promotion of its anonymous reporting service and the Fearless initiative, which is aimed at encouraging young people to report concerns confidentially.

Members discussed ongoing concerns relating to anti-social driving activity and noted that the reporting of vehicle registration numbers can assist the police with investigations and enforcement where appropriate.

Updates were also received regarding parking issues and abandoned vehicles. Members noted that vehicles reported at the Peace Garden and two locations on Burraton Road had subsequently been moved following intervention and reporting through the appropriate channels.

It was **RESOLVED** to note the update and the July and September minutes.

159/26/27 **TO RECEIVE A REPORT FROM SALTASH CHAMBER OF COMMERCE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman raised concerns regarding the trailer given to Saltash Chamber of Commerce which displays the Saltash Town Council banner, noting that its appearance was untidy.

Members were advised that the matter would be discussed further with the Chairman of Saltash Chamber of Commerce, particularly in relation to its potential use for the Light Switch On event scheduled for 13 November.

A further update would be brought back to Members for consideration.

It was **RESOLVED** to note.

160/26/27 **TO RECEIVE A REPORT FROM CORNWALL COUNCILLORS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received an update from Cornwall Councillor Frank on recent developments relating to the Case for Cornwall and ongoing discussions around further devolution.

It was noted that encouraging conversations continue to take place regarding additional powers for Cornwall, including potential devolved responsibilities without the requirement for a directly elected Mayor. Members were advised that further updates are expected in the coming weeks.

Members discussed the significant investment being proposed within the Devonport Dockyard and the importance of ensuring that South East Cornwall secures maximum benefit from any economic opportunities arising. Members recognised the opportunity to increase the proportion of highly skilled roles filled by residents of South East Cornwall and discussed the need to support workforce upskilling, deliver housing that attracts and retains skilled workers, and improve transport links to Devonport to enable local people to access future employment opportunities.

Cornwall Councillor Frank advised that she would be meeting with representatives from the Royal Navy and Plymouth City Council the following day and would continue to advocate for Saltash and South East Cornwall to be represented in ongoing discussions, ensuring that the interests of the area are considered as proposals develop.

Members acknowledged that investment in the dockyard could have wider economic benefits across the region and noted the importance of understanding how such investment may translate into opportunities for local communities, businesses and the workforce.

Councillor Bickford asked the Town Clerk to ensure that Saltash Town Council seeks all opportunities to establish working relationships with key stakeholders to ensure Saltash has a voice were appropriate in the Devonport investment.

The Town Clerk advised that she would continue to monitor developments through attendance at Cornwall Area Partnership meetings and would seek opportunities to establish relationships with key organisations involved in the Devonport investment programme. Members agreed it was important for Saltash Town Council to remain informed and engaged in discussions to better understand the opportunities and implications for the town.

Members discussed the forthcoming Cornwall Council Mental Health Summit, which will bring together health, care and community organisations to consider mental health and wellbeing across Cornwall. Councillor Ashburn highlighted the opportunity for Town Councillors to submit questions reflecting concerns and requested that a response be submitted on behalf of the Town Council to ensure local issues are represented within the wider discussion.

Following a unanimous vote, it was proposed by Councillor Ashburn, seconded by Councillor Nowlan and **RESOLVED** to approve Councillor Ashburn submit a response to Cornwall Council's Mental Health Summit on behalf of the Town Council.

161/26/27 **TO RECEIVE AN UPDATE ON THE FUTURE OF THE HEALTH CARE IN SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Peggs provided an update on recent healthcare discussions, noting a positive meeting with our MP Anna Gelderd, who remains supportive of the principle of delivering healthcare services closer to home. Members were advised that efforts continue to progress the provision of phlebotomy services in Saltash, with ongoing engagement with the Integrated Care Board to support this objective.

It was reported that improvements are being considered to enhance the safety and accessibility of the facilities, including the installation of a call bell or alarm system. The use of the day room is also being explored further.

Members welcomed the positive progress being made in strengthening local health and wellbeing provision.

It was **RESOLVED** to note.

162/26/27 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

163/26/27 **FINANCE:**

a. To advise the receipts for August 2026;

   It was **RESOLVED** to note.

b. To advise the payments for August 2026;

   It was **RESOLVED** to note.

c. Urgent and essential works actioned by the Town Clerk under Financial Regulations.

   Nothing to report.

d. To note that bank reconciliations up to 31 August 2026 were reviewed as correct by the Chairman of Policy & Finance Committee and the Town Clerk.

   It was **RESOLVED** to note.

e. To note that an audit on recent supplier payments was conducted by the Chairman of Policy & Finance in line with the Councils Financial Regulations. It was noted that there are no discrepancies to report.

   It was **RESOLVED** to note.

164/26/27 **TO APPOINT A MEMBER TO THE BURIAL AUTHORITY COMMITTEE.**

Following a unanimous vote it was proposed by Councillor Bullock, seconded by Councillor P Samuels and **RESOLVED** Councillor Johns be appointed to the Burial Authority Committee. There are no further vacancies at this time.

165/26/27 **TO APPOINT A MEMBER TO THE CAP CLIMATE CHANGE OUTSIDE PARTNERSHIP.**

Following a unanimous vote it was proposed by Councillor Peggs, seconded by Councillor B Samuels and **RESOLVED** Councillor Nowlan be appointed as a representative to the CAP Climate Change working group. There are no further vacancies at this time.

166/26/27 **TO RECEIVE PREMISES LICENCE APPLICATION LI26 003725 AND CONSIDER ANY ACTIONS.**

Premises Name and Address	Jino's Your Local Convenience, 133 Callington Road, Saltash, PL12 6EB
Applicant	Jino Kalachirayil Augustine
Application Accepted	21 September
Application Type	Premises Licence
Licensable Activities	Sale of Alcohol
Reference	LI26_003725
Representations Deadline	15 October 2026
Licensing Officer	José Davila
Ward	Essa

Following a unanimous vote, it was proposed by Councillor P Samuels, seconded by Councillor Johns and resolved to **RECOMMEND APPROVAL.**

167/26/27 **MEET YOUR COUNCILLORS: THE NEXT SCHEDULED MEETING DATE SATURDAY 17 OCTOBER 2026 OUTSIDE SALTASH HERITAGE MUSEUM, FORE STREET.**

The next scheduled meeting date Saturday 17 October 2026 outside Saltash Heritage Museum, Fore Street.

Following a unanimous vote, it was proposed by Councillor Peggs, seconded by Councillor Johns and **RESOLVED** for Councillors Peggs, Bullock, Slavin, Nowlan and Stoyel to attend.

168/26/27 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Mortimore and **RESOLVED** 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 and in accordance with Saltash Town Council Standing Orders and Terms of Reference.

The Chairman informed Members that the meeting is now in Part Two.

The Chairman reminded Members that items discussed are of the strictest confidence and must not be discussed or shared with others.

The Chairman asked Members to refrain from taking notes in part two confidential session, reports have been provided.

All Members are subject to GDPR, Data Protection Regulations and the Code of Conduct.

Thank you for your co-operation.

169/26/27 **TO RECEIVE AND APPROVE THE PRIVATE AND CONFIDENTIAL MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 3 SEPTEMBER 2026 AS A TRUE AND CORRECT RECORD.**

Following a vote (12 in favour, 0 against, 1 abstentions), it was proposed by Councillor Mortimore, seconded by Councillor Peggs and **RESOLVED** that the private and confidential minutes of the Full Town Council meeting held on 3 September 2026 were confirmed as a true and correct record.

170/26/27 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

171/26/27 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Following a unanimous vote, it was proposed by Councillor Ashburn, seconded by Councillor Johns and **RESOLVED** that the public and press be re-admitted to the meeting.

172/26/27 **TO RECEIVE APPLICATIONS FOR THE OFFICE OF TOWN COUNCILLOR AND TO CO-OPT A CANDIDATE TO FILL THE VACANCY IN ESSA WARD.**

The Chairman welcomed and thanked all applicants for their interest in serving the community through Saltash Town Council and for putting themselves forward for co-option to represent Essa Ward.

Members noted that six applications had been received for the vacancy in Essa ward. Applicants present were invited, in alphabetical order, to address the Council for up to three minutes, providing an introduction, outlining their background and experience, and explaining their reasons for seeking co-option.

Members further noted that, whilst apologies had been received from one applicant, their application would still be considered in accordance with the Town Council's Co-option Policy.

The Chairman outlined the voting procedure, advising that voting would be undertaken by written ballot in accordance with the Town Council's Co-option Policy and Standing Orders. Ballot papers would be collected, checked and counted by the Officer and verified by the Town Clerk before the result is reported to the Chairman.

Members were reminded that, should no applicant receive an absolute majority of votes, the applicant receiving the fewest votes would be eliminated and a further round of voting undertaken. This process would continue until a candidate received a clear majority of votes. In the event of an equality of votes, the matter would be determined by the Chairman's casting vote.

The Chairman invited any questions of Members regarding the process before proceedings commenced.

No questions were raised.

The co-option process commenced with each candidate being invited to the table in alphabetical order and given up to three minutes to address the Town Council, providing an introduction, outlining their background and experience, and explaining why they wished to become a Member of Saltash Town Council.

Following each presentation, Members were given the opportunity to ask questions of the candidate.

Upon completion of all candidate presentations, the Office Manager / Assistant to the Town Clerk issued ballot papers to Members.

The ballot papers were subsequently collected and checked to ensure no duplicates had been submitted. The votes cast for each candidate were counted and verified by the Town Clerk, who then reported the results to the Chairman.

The Chairman advised that one candidate had received a clear majority of votes and was therefore duly co-opted to fill the vacancy for the Essa Ward.
Following a unanimous vote, it was proposed by Councillor Ashburn, seconded by Councillor Johns and **RESOLVED**:

1. To thank all candidates for their interest in becoming a Saltash Town Councillor;

2. To co-opt John Steer as a Town Councillor for Essa Ward vacant seat on this Town Council.

173/26/27 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

Following a unanimous vote, it was proposed by Councillor Miller, seconded by Councillor Ashburn and **RESOLVED** to issue the following Press and Social Media releases:

1. Cornwall Council's Let's Talk Cornwall Survey;

2. Cornwall Council's Mental Health Summit Response;

3. Community Speed Watch Volunteer Recruitment Campaign in partnership with Safer Saltash;

4. Essa Ward Co-option Results.

174/26/27 **DATE OF NEXT MEETING: 5 NOVEMBER 2026 AT 7:00 P.M.**

Thursday 5 November 2026 at 7.00pm

175/26/27 **COMMON SEAL:**

It was **RESOLVED** for Councillor Martin to Move to Order that the Common Seal of the Council be affixed to all Deeds and Documents necessary to give effect to the foregoing Acts and Proceedings.

DATE OF NEXT MEETING

Thursday 5 November 2026 at 7.00 pm

Rising at: 8.19 pm

Signed: _____
Chairman

Dated: _____

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Joint Burial Board Committee held at the Guildhall on Thursday 15th October 2026 at 5.30 pm

PRESENT: Councillors: Rev L Bushell Hawke (Ex Officio Chairman), R Bullock, J Peggs, B Samuels, B Stoyel (Deputy Chairman) and L Batham.

ALSO PRESENT: S Burrows (Town Clerk / RFO).

APOLOGIES: None

71/26/27 CIVILITY AND RESPECT PLEDGE REMINDER.

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

72/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

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

73/26/27 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 received.

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

None received.

74/26/27 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE JOINT BURIAL BOARD COMMITTEE.

None received.

75/26/27 **TO RECEIVE AND APPROVE THE MINUTES FROM THE JOINT BURIAL BOARD MEETING HELD ON 10 FEBRUARY 2026 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.

Following a vote (5 in favour, 0 against, 1 abstentions), it was proposed by Councillor Peggs, seconded by Councillor B Samuels and **RESOLVED** that the minutes of the Joint Burial Board Committee held on 10 February 2026 were confirmed as a true and correct record.

76/26/27 **TO CONSIDER HEALTH & SAFETY REPORTS AS MAY BE RECEIVED.**

Nothing to report.

77/26/27 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

78/26/27 **TO RECEIVE THE JOINT BURIAL BOARD BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

79/26/27 **TO RECEIVE A REPORT FROM THE SERVICE DELIVERY DEPARTMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Bullock and **RESOLVED:**

1. To note the report.

2. To revert to the manual removal of weeds around the church pathway at appropriate intervals;

3. To delegate authority to the Town Clerk to contact Cormac to obtain further information regarding the relaying of the pathway around the church reporting back to the Chairman Reverend L Bushell Hawke;

4. To delegate authority to the Town Clerk to contact Cormac to request copies of their Churchyard headstone inspection records, risk assessments, and any associated documentation relating to their responsibility of the closed section of the churchyard only.

80/26/27 **TO RECEIVE AN UPDATE ON THE P.C.C REGISTERING THE CHURCHYARD AS CLOSED AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman informed Members that the Parochial Church Council (PCC) had approved the closure of St Stephen's Churchyard and was progressing the necessary documentation for submission to the Ministry of Justice.

Members expressed their support for the proposed churchyard closure.

The Chairman further advised that, as part of the submission process, supporting information would be required, including the latest tree survey and the completion of headstone inspections.

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Peggs and **RESOLVED:**

1. To note the verbal update and that it is intended to submit the closed churchyard documentation within the next 12 months;

2. To support the formal closure of the churchyard;

3. To approve the undertaking of headstone inspections by the Service Delivery Team in support of the churchyard closure process;

4. To approve the laying down of identified unsafe headstones, rather than staking, and to replace any existing stakes with a laying-down approach to ensure a consistent method is applied throughout the churchyard;

5. To provide the Chairman, Reverend L. Bushell Hawke, with a copy of the most recent tree survey for the site;

6. To request that the Town Council's Communications and Engagement Officer works closely with Reverend L. Bushell Hawke to prepare and issue appropriate social media communications and a press release regarding the headstone inspections, ensuring the matter is communicated sensitively and respectfully.

81/26/27 **TO SET THE FEES AND CHARGES FOR THE YEAR 2027/28 RECOMMENDING TO THE POLICY AND FINANCE COMMITTEE.**

The Town Clerk reported on the proposed amendments to the Fees and Charges for the year 2027/28 contained within the circulated reports pack.

The Chairman informed Members that the installation of memorial benches within St Stephen's Churchyard is subject to the granting of a faculty by St Stephen's Church, and that a faculty application fee will be payable.

Following a vote (4 in favour, 0 against, 2 abstentions), it was proposed by Councillor Stoyel, seconded by Councillor Bullock and resolved to **RECOMMEND** the Joint Burial Board Fees and Charges for the year 2027/28 as attached to the Extraordinary Policy and Finance Committing meeting to be held on 24 November 2026 with delegated authority granted to the Town Clerk to amend the proposed memorial bench charge should the 2026 Parochial Fees necessitate an increase to ensure full cost recovery.

82/26/27 **TO SET THE JOINT BURIAL BOARD BUDGET FOR THE YEAR 2027/28 RECOMMENDING TO THE POLICY AND FINANCE COMMITTEE.**

The Town Clerk informed Members of the budget statement for the 2027/28 financial year, as included within the circulated reports pack, and advised Members that the proposed budget represented a reduction in expenditure compared to the previous year.

Members considered and discussed the proposed budget for 2027/28.

Following a vote (4 in favour, 0 against, and 2 abstentions), it was proposed by Councillor B. Samuels, seconded by Councillor B. Stoyel, and resolved to **RECOMMEND** the Joint Burial Board Committee budget for the 2027/28 financial year, as attached, to the Extraordinary Policy and Finance Committee meeting to be held on 24 November 2026.

Operating Expenditure:

1. To vire unspent funds from budget code 6104 BB General Site Maintenance to budget code 6170 BB EMF General Maintenance subject to there being an unspent balance available at the end of the year;
2.

Ear Marked Funds:

3. That any increase to budget code 6170 BB EMF General Maintenance be confirmed following the building surveyor Condition Report being received.

83/26/27 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. (As required or if necessary).

84/26/27 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

85/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

86/26/27 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Peggs and **RESOLVED** to issue the following Press and Social Media releases:

1. Memorial safety testing at St Stephens Churchyard (at the appropriate time).

2. Natural churchyard grounds (share St Stephen's social media post).

DATE OF NEXT MEETING

Thursday 18 February 2027 at 6.00 pm

Rising at: 6.15 pm

Signed: _____
Chairman

Dated: _____

Joint Burial Board - St. Stephens Cemetery

Fees and Charges

Description	2026/27 Charge	2027/28 Proposed Charge Amendments	Plymouth City Council At 1 April 2026	Cornwall Council At 1 April 2026
Interment Fees				
Re-opening / Interment of a body (Saltash residents)	£700	£700	£1,019	£1,496
Re-opening / Burial of cremated remains (Saltash residents)	£333	£333	£218	£303
Double standard fees apply to non Saltash residents, except those who were resident until 2 years prior to their death. (Non-resident fees are at the discretion of the STC Deputy Chairman of the Joint Burial Board Committee.)	All Fees Double	All Fees Double		
Benches	**Inc VAT**	**Inc VAT**	**Inc VAT**	
To supply, fit and maintain a memorial bench, to include plaque Costs have slightly increased since last year (£516.30 + VAT = £607.80) therefore recommendation for small increase to fee £516.67 + VAT = £620) **The installation of a memorial bench within St Stephen's Churchyard is subject to the granting of a faculty by St Stephen's Church. A faculty application fee will be payable. For further information regarding the faculty application process and associated costs, please contact the Church directly.**	£600	~~£600~~ £620	New bench £1,908 Existing bench £600 Renewal for 5 years £453	

Joint Burial Board Committee - Burial Board Budget 2026-27
Saltash Town Council
For the month ending August 2026

Black text - budget assumptions
Red text - Further Actions (To Be Agreed)
Purple text - new codes
Blue text - recommend virements
Green text - recommendation from Services (5 Year Property Maintance)

Account	Prior YTD 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27	Precept 2027/28	Notes	Budget 2028/29	Budget 2029/30	Budget 20230/31	Budget 2031/32
Burial Board Operating Income										
4600 BB Cemetery Fees (St. Stephens)	3,105	3,000	4,132	(1,132)	3,000	Based on current year budget & prior year actual - no plans to increase fees therefore CPI increase not relevant	3,093	3,189	3,288	3,390
4605 BB SLA Payment Grass Cutting	666	666	681	(15)	681	Based on currrent year income	702	724	746	769
4607 BB Memorial Bench Income (St Stephens)	0	0	0	0	0	Based on currrent year income	0	0	0	0
Total Burial Board Operating Income	**3,771**	**3,666**	**4,813**	**(1,147)**	**3,681**		**3,795**	**3,913**	**4,034**	**4,159**
Burial Board Operating Expenditure										
6100 BB Petrol	108	208	69	139	214	Based on current budget + CPI	221	228	235	242
6101 BB Machinery Maintenance Costs	296	774	0	774	798	Based on current budget + CPI	823	849	875	902
6104 BB General Site Maintenance	614	2,076	35	2,041	1,000	Reduce to £1,000 based on 4 year average £583 Recommend virement to **6170 BB EMF General Maintenance** for any surplus budget at YE 2026/27	1,031	1,063	1,096	1,130
6108 BB Tree Survey & Tree Maintenance	1,650	2,000	0	2,000	2,000	Based on current budget + CPI (4 year average £1,538)	2,062	2,126	2,192	2,260
6109 BB Memorial Bench (Expenditure)	0	0	0	0	0	Based on budgeted income 2027/28	0	0	0	0
Total Burial Board Operating Expenditure	**2,668**	**5,058**	**105**	**4,953**	**4,012**		**4,137**	**4,266**	**4,398**	**4,534**
Total Burial Board Operating Surplus/ (Deficit)	**1,103**	**(1,392)**	**4,708**	**(6,100)**	**(331)**		**(342)**	**(353)**	**(364)**	**(375)**
Burial Board EMF Expenditure										
6170 BB EMF General Maintenance	0	15,334	0	15,334	3,000	To be advised - Subject to updated 5 Year Property Maintenance report (Services)	0	0	0	0
Total Burial Board EMF Expenditure	**0**	**15,334**	**0**	**15,334**	**3,000**		**0**	**0**	**0**	**0**
Total Burial Board Expenditure (Operational & EM	**2,668**	**20,392**	**105**	**20,287**	**7,012**		**4,137**	**4,266**	**4,398**	**4,534**
Total Burial Board Budget Surplus/Deficit	**1,103**	**(16,726)**	**4,708**	**(21,434)**	**(3,331)**		**(342)**	**(353)**	**(364)**	**(375)**

CPI 3.1% based on August 26 as reported by Office of National Statistics 16-09-26

Precept 2026/27	**(4,392)**
Precept 2027/28	**(3,331)**
Increase / (Decrease)	**(1,061)**
Difference as %	**24.2%**

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Services Committee held at the Guildhall on Thursday 15th October 2026 at 6.30 pm

PRESENT: Councillors: R Bickford (Vice-Chairman), R Bullock, S Gillies (Chairman), S Martin, S Miller, P Nowlan, J Peggs, B Samuels, P Samuels, J Steers, B Stoyel and J Suter.

ALSO PRESENT: 1 Members of the Public , S Burrows (Town Clerk / RFO)

APOLOGIES: A Ashburn, M Johns, L Mortimore and S Slavin .

75/26/27 CIVILITY AND RESPECT PLEDGE REMINDER.

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

76/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

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

77/26/27 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 received.

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

   None received.

78/26/27 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

79/26/27 **TO RECEIVE AND APPROVE THE MINUTES OF THE SERVICES COMMITTEE HELD ON 24 SEPTEMBER 2026 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.

Following a vote, 7 in favour, 0 against, 5 abstentions, it was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED** that the minutes of the Services Committee held on 24 September 2026 were confirmed as a true and correct record.

80/26/27 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

81/26/27 **TO RECEIVE THE SERVICES COMMITTEE BUDGET STATEMENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman highlighted that budget code 6904 – Fire, Security Alarm and CCTV is currently showing as overspent. However, this reflects a timing issue, and it is anticipated that, following the year-end adjustments, the contract value will be apportioned accordingly, bringing the budget code back within budget.

It was **RESOLVED** to note.

82/26/27 **TO RECEIVE THE TOWN COUNCIL FIVE-YEAR REPAIR AND MAINTENANCE PLAN TOGETHER WITH THE SERVICES COMMITTEE BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman referred to the Maurice Huggins Room section of the Five-Year Plan and reminded Members that the Town Council had previously resolved not to proceed with the transfer of the Maurice Huggins Room. Consequently, this section of the Plan will be removed as part of the budget-setting process for 2027/28.

The Chairman also invited Members to consider which budget code would be most appropriate to receive any underspend identified at the end of the financial year through a virement.

It was **RESOLVED** to note.

83/26/27 **TO RECEIVE REPORTS FROM THE SERVICE DELIVERY DEPARTMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

a. Departmental Report;

The Chairman provided an overview of the Service Delivery Bus Tour held on 9 October and thanked the team for their efforts in planning and delivering the event. Members agreed that the tour had been both informative and valuable, offering a different perspective on the assets, facilities and sites for which the Town Council is responsible.

Members discussed the tour in greater detail, highlighting some of the operational challenges faced by the Service Delivery Team whilst undertaking their duties, including, but not limited to, parking work vehicles, accessing sites with machinery, and working on uneven terrain.

The Chairman suggested that a similar tour should be incorporated into the induction programme for each new four-year Town Council term, enabling Members to gain a better understanding of the Council's assets and operational responsibilities.

On behalf of the staff, the Town Clerk thanked Members for their engagement and participation. It was acknowledged that Members have a range of other commitments, and their attendance, interest and constructive input throughout the day were greatly appreciated.

It was **RESOLVED** to note.

b. Grounds Maintenance Works;

It was **RESOLVED** to note.

c. Work Request Log;

It was **RESOLVED** to note.

d. Vandalism and Anti-Social Behaviour Report;

It was **RESOLVED** to note.

e. Statutory and Mandatory Building Asset Checks.

It was **RESOLVED** to note.

84/26/27 **TO RATIFY THE APPOINTMENT OF MAKU BAKERY AT TRACKSIDE.**

Following a unanimous vote, it was proposed by Councillor Gillies, seconded by Councillor Stoyel and **RESOLVED** to ratify the appointment of Maku Bakery at Trackside.

85/26/27 **TO RECEIVE A REPORT FROM CORNWALL COUNCIL RELATING TO PROPERTY ASSETS IN SALTASH AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE:**

a. 1 Chichester Crescent:

Following a unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor Miller and **RESOLVED** to decline the transfer of the land at Chichester Crescent, Saltash, and to extend the Town Council's thanks to Cornwall Council for providing the opportunity to consider the transfer as the first option.

b. Badgers Walk:

Following a vote (8 in favour, 3 against, 1 abstentions) it was proposed by Councillor Bickford, seconded by Councillor Stoyel and **RESOLVED** to decline the transfer of the land at Badgers Walk, Saltash, and to extend the Town Council's thanks to Cornwall Council for providing the opportunity to consider the transfer as the first option.

86/26/27 **TO RECEIVE A REPORT FROM SALTASH ENVIRONMENTAL ACTION AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman informed Members that SEA had confirmed they are continuing to work with residents of Pillmere on proposals to introduce additional hedgerow planting and trees within the Meadow. Further updates will be provided in due course.

The Chairman further advised Members that SEA had expressed concerns regarding the Town Council’s approach to weed management on allotment plots.

Referring to Section 4.3 of the Town Council’s Allotment Policy, the Chairman suggested that the policy may benefit from review to ensure it reflects current expectations and best practice.

Members discussed the prevalence of weeds on certain allotment plots and acknowledged the importance of controlling invasive weeds. Members also highlighted the need to ensure allotment plots are actively cultivated for the growing of fruit, vegetables and other produce, in line with the intended purpose of the allotments.

The Chairman suggested that SEA be invited to deliver an educational session for allotment holders on the role of weeds within a sustainable growing environment. It was noted that, in some circumstances, weeds can contribute to soil health, improve resilience during periods of extreme weather, reduce the need for imported compost and artificial fertilisers, and support biodiversity by returning nutrients to the soil. Members considered that such a session could help allotment holders better understand sustainable land management practices while maintaining appropriate standards of cultivation and weed control.

It was **RESOLVED:**

1. To receive and note the report from SEA, and to thank them for the information provided;

2. To request that SEA consider delivering an educational session for all allotment holders on the role of weeds within a sustainable growing environment, with reference to the Town Council's Allotment Policy, tenancy agreements, the provisions of the Allotments Act, and recognised best practice guidance;

3. To delegate authority to the Town Clerk to review the Town Council's current Allotment Policy and present any proposed amendments to the Extraordinary Policy and Finance Committee for consideration.

87/26/27 **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.

88/26/27 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

89/26/27 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

90/26/27 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

Following a unanimous vote, it was proposed by Councillor Martin, seconded by Councillor Stoyel and **RESOLVED** to issue a Press and Social Media release for the appointment of Maku Bakery at Trackside.

DATE OF NEXT MEETING

Thursday 12 November 2026 at 6.30 pm

Rising at: 7.03 pm

Signed: _____
Chairman

Dated: _____

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Planning and Licensing Committee held at the Guildhall on Tuesday 20th October 2026 at 6.30 pm

PRESENT: Councillors: A Ashburn, R Bickford, R Bullock, S Gillies, M Johns, S Miller, P Nowlan (Vice-Chairman), B Samuels (Chairman), P Samuels, S Slavin, J Steers, B Stoyel and J Suter.

ALSO PRESENT: 1 Member of the Public, D Joyce (Office Manager / Assistant to the Town Clerk) L Mansfield (Mayor's Secretary / Receptionist).

APOLOGIES: S Martin and L Mortimore.

91/26/27 CIVILITY AND RESPECT PLEDGE REMINDER.

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

92/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

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

93/26/27 **DECLARATIONS OF INTEREST:**

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

Councillor	Agenda Item	Pecuniary/ Non-Pecuniary	Reason	Left Meeting
B Samuels	PA26/06112	Non-pecuniary	Neighbouring property	Yes
B Samuels	PA26/05715	Non-pecuniary	Neighbouring property	Yes
P Samuels	PA26/06112	Non-pecuniary	Neighbouring property	Yes
P Samuels	PA26/05715	Non-pecuniary	Neighbouring property	Yes

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

None received.

94/26/27 **PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY SPEAK ABOUT A PLANNING APPLICATION.**

The Chairman confirmed that no questions had been received for this evening's meeting.

One resident in attendance had, however, registered to speak on planning application PA26/06800 in accordance with the Town Council's Receiving Public Questions, Representations and Evidence at Meetings policy.

95/26/27 **TO RECEIVE AND APPROVE THE MINUTES FROM THE PLANNING AND LICENSING COMMITTEE HELD ON 15 SEPTEMBER 2026 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.

Following a vote (11 in favour, 0 against, 2 abstentions), it was proposed by Councillor Slavin, seconded by Councillor Miller and **RESOLVED** to amend minute 85/26/27 planning application PA26/05660 paragraph at the top of page 547 to - Members also expressed concerns regarding the level of information available to support consideration of the application and observed that the application involved exceeding by 156 homes the 1,000 home limit set by condition 17 of the outline planning application for the entire site (PA14/02447).

Following a vote (11 in favour, 0 against, 2 abstentions), it was proposed by Councillor B Samuels, seconded by Councillor Ashburn and **RESOLVED** that the minutes of the Planning and Licensing Committee held on 15 September 2026 were confirmed as a true and correct record.

96/26/27 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

97/26/27 **TO REVIEW THE PLANNING AND LICENSING BUSINESS PLAN DELIVERABLES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE;**

Members received and the Planning and Licensing Business Plan Deliverables contained within the circulated reports pack.

It was **RESOLVED** to note.

98/26/27 **TO RECEIVE A REPORT ON THE NEIGHBOURHOOD PLANNING REVIEW AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received the Officer's report contained within the circulated reports pack.

It was **RESOLVED** to note.

99/26/27 **TO RECEIVE THE SCOPING CONSULTATION FOR THE CORNWALL LOCAL PLAN AND CONSIDER ANY ACTIONS.**

Members received the Officer's report on the Scoping Consultation for the Cornwall Council Local Plan contained within the circulated reports pack.

The Chairman informed Members that responses to the scoping consultation will inform Cornwall Council's Local Plan and is not part of the consultation currently being undertaken by the Town Council. Members were encouraged to respond individually by the consultation deadline of 16 November.

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Nolan and **RESOLVED** to delegate to the Chairman to respond to Cornwall Council's Scoping Consultation on behalf of the Town Council.

The Chairman requested Members email their responses to her directly by the 31 October.

100/26/27 **PLANNING:**

a. Applications for consideration:

PA26/03954
Mr Ryan Rayner – **Land East of 1 Warfelton Crescent Saltash PL12 4NA**
Construction of dwelling and associated works
Ward: Essa
Date received: 11 September 2026
Response date: Extended 22 October 2026

Following a unanimous vote, it was proposed by Councillor Bullock, seconded by Councillor Bickford and resolved to **RECOMMEND APPROVAL.**

PA26/05078
Mr & Mrs M Walsh - **22 Essa Road Saltash PL12 4ED**
Householder single story side extension with associated works
Ward: Essa
Date received: 10 September 2026
Response date: Extended 22 October 2026

Following a unanimous vote, it was proposed by Councillor Bickford, seconded by Councillor Ashburn and resolved to **RECOMMEND APPROVAL.**

PA26/06044
Ms Amelia Back – **Land North East of Pendennis Stoketon PL12 4SA**
Construction of a single detached dwelling.
Ward: Trematon
Date received: 11 September 2026
Response date: Extended 22 October 2026

Following a unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor Johns and resolved to **RECOMMEND APPROVAL.**

PA26/06299
Mrs Perdita Heller – **Grove Elmgate Saltash Cornwall PL12 4QY**
External works to existing barn, including the installation of new doors and windows to front elevation, windows to eastern (side) building elevation and other external works to building masonry.
Ward: Trematon
Date received: 30 September 2026
Response date: 21 October 2026

Following a unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor Miller and resolved to **RECOMMEND APPROVAL.**

PA26/06782
Mr James Artingstall Bloor Homes - **Land At Phase 2A, Treledan Broadmoor Farm Stoketon Saltash PL12 6PQ**
Non Material Amendment to PA23/07113 approved 22/03/24 to replace rendering on various plots to recon stone.
Ward: Trematon
Date received: 1 October 2026
Response date: Extended 21 October 2026

Members discussed non-material amendments and acknowledged that, while such amendments can sometimes result in notable design changes, it was considered that the reconstructed stone represented a more appropriate material choice than that originally proposed.

Following a unanimous vote, it was proposed by Councillor P Samuels, seconded by Councillor Miller and resolved to **RECOMMEND APPROVAL.**

PA26/06800
Mr and Mrs S Haggart – **Eales Lodge Carkeel Saltash Cornwall PL12 6NR**
Two storey extension
Ward: Trematon
Date received: 5 October 2026
Response date: 26 October 2026

The applicant, who had registered to speak in accordance with the Town Council's Receiving Public Questions, Representations and Evidence at Meetings policy, was invited to address the Council. The applicant was given three minutes to speak in support of the application, after which Members asked questions and discussed the proposal.

Following a unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor Bullock and resolved to **RECOMMEND APPROVAL.**

Councillors B and P Samuels declared an interest in the following planning applications and left the meeting.

The Vice Chairman in the chair.

PA26/06612
Mr & Mrs J Worth – **81 Liskeard Road Saltash Cornwall PL12 4HQ**
Proposed formation of off-road parking and drop kerb
Ward: Tamar
Date received: 6 October 2026
Response date:27 October 2026

Following a vote (10 in favour, 1 against, 0 abstentions), it was proposed by Councillor Miller, seconded by Councillor Johns and resolved to **RECOMMEND REFUSAL** due to:

1. The loss of existing parking provision;

2. Highway safety concerns, as the proposed access would enter onto a busy road with limited visibility, potentially creating difficulties for vehicles entering and exiting the site;

3. The adverse impact on the character and appearance of the area, together with concerns regarding the length of public footway that would need to be crossed by vehicles to access the proposed parking area.

PA26/05715
Mr Jamie Thomas - **4 Moorlands Lane Saltash Cornwall PL12 4HJ**
Demolition of existing garage and erection of proposed side extension including a sensory room for a disabled child.
Ward: Tamar
Date received: 7 October 2026
Response date: 28 October 2026

Following a unanimous vote, it was proposed by Councillor Suter, seconded by Councillor Gillies and resolved to **RECOMMEND APPROVAL.**

Councillors B and P Samuels were invited and returned to the meeting.

PA26/06799
Trustees of The Core – **The Core Church Road Saltash PL12 4AE**
Garden shelter, building containing a gym/boxing ring, 3 no. storage buildings and building used for crafts.
Ward: Essa
Date received: 9 October 2026
Response date: 30 October 2026

Following a unanimous vote, it was proposed by Councillor Bullock, seconded by Councillor John and resolved to **RECOMMEND APPROVAL.**

PA26/06829
Mr Paul Ashby – **5 Deacon Drive Saltash PL12 4SL**
Ground floor side extension, rear balcony and render to all exposed blockwork elevations.
Ward: Essa
Date received: 12 October 2026
Response date: 2 November 2026

Following a unanimous vote, it was proposed by Councillor Miller, seconded by Councillor Stoyel and resolved to **RECOMMEND APPROVAL.**

PA26/06968
Emma Gillespie BDW Trading Ltd – **Land at Broadmoor Farm Stoketon Saltash PL12 6PR**
Non material amendment in relation to decision notice PA21/01757 to allow omission of windows from side elevations, an increase in the size of certain rear elevation windows and the introduction of Automatic Opening Ventilator (AOV) unites to serve the apartment buildings.
Ward: Trematon
Date received: 14 October 2026
Response date: 28 October 2026

Following a vote (11 in favour, 2 against, 0 abstentions), it was proposed by Councillor Gillies, seconded by Councillor Steers and resolved to **RECOMMEND APPROVAL.**

b. Tree applications:

None received

c. Tree notifications:

None received.

101/26/27 CONSIDERATION OF LICENCE APPLICATIONS:

None received.

102/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

103/26/27 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

104/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

105/26/27 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

None.

DATE OF NEXT MEETING

Tuesday 27 October 2026 at 6.30 pm

Rising at: 7.09 pm

Signed: _____
Chairman

Dated: _____

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SALTASH TOWN COUNCIL

Minutes of the Meeting of the Burial Authority Committee held at the Guildhall on Thursday 22nd October 2026 at 6.30 pm

PRESENT: Councillors: A Ashburn, R Bullock, M Johns, S Miller, B Samuels and B Stoyel.

ALSO PRESENT: S Burrows (Town Clerk / RFO).

APOLOGIES: None.

16/26/27 TO ELECT A CHAIRMAN.

The outgoing Chairman invited Members to indicate their interest in standing for the position of Chairman of the Burial Authority Committee for the forthcoming municipal year.

Councillor Bullock showed interest.

A written ballot was conducted.

Following the ballot, the outgoing Chairman Councillor Bullock confirmed that a majority vote had been achieved.

It was proposed by Councillor Bullock, seconded by Councillor Ashburn and **RESOLVED** that Councillor Bullock be elected Chairman of the Burial Authority Committee for the year 2026-27.

The Chairman Councillor Bullock in the Chair.

17/26/27 TO ELECT A VICE CHAIRMAN.

The Chairman invited Members to indicate their interest in standing for the position of Vice Chairman of the Burial Authority Committee for the forthcoming municipal year.

Councillor Ashburn showed interest.

A written ballot was conducted.

Following the ballot, the Chairman confirmed that a majority vote had been achieved.

It was proposed by Councillor Bullock, seconded by Councillor Johns and **RESOLVED** that Councillor Ashburn be elected Vice Chairman of the Burial Authority Committee for the year 2026-27.

18/26/27 **CIVILITY AND RESPECT PLEDGE REMINDER.**

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

19/26/27 **HEALTH AND SAFETY ANNOUNCEMENTS.**

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

20/26/27 **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 received.

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

   None received.

21/26/27 **PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.**

None received.

22/26/27 **TO RECEIVE AND APPROVE THE MINUTES FROM THE BURIAL AUTHORITY MEETING HELD ON 28 APRIL 2026 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.

Following a unanimous vote (4 in favour, 0 against, 2 abstentions), it was proposed by Councillor Stoyel, seconded by Councillor Bullock and **RESOLVED** that the minutes of the Burial Authority Committee held on 28 April 2026 were confirmed as a true and correct record.

23/26/27 **TO RECEIVE THE BURIAL AUTHORITY COMMITTEE BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

24/26/27 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

25/26/27 **TO CONSIDER HEALTH & SAFETY REPORTS AS MAY BE RECEIVED.**

Nothing to report.

26/26/27 **TO RECEIVE A REPORT FROM THE SERVICE DELIVERY DEPARTMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received the report of the Acting Service Delivery Manager as included within the circulated reports pack.

Members discussed the report in detail, with particular consideration given to the potential installation of a small Cornish wall to provide a clear distinction between the ashes plots and the children's plots. Members also considered the impact of box blight on the hedging at the entrance to Churchtown Cemetery and the options available for its future management.

Members asked that their thanks and appreciation be conveyed to the Service Delivery Team for their continued hard work and dedication in maintaining Churchtown Cemetery to such a high standard. Their efforts were recognised as making a significant contribution to the presentation, upkeep and dignity of the cemetery.

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Miller, and **RESOLVED:**

1. To note the report.

2. Not to approve the construction of a Cornish wall and instead to grass the area, with the different sections of the churchyard to be identified by appropriate signage that is sympathetic to and in keeping with the character of the site;

3. To retain the hedging affected by box blight until Spring, while continuing to monitor its condition. A further update is to be presented to the next meeting of the Burial Authority Committee.

27/26/27 **TO RECEIVE AND NOTE A REPORT ON THE RENEWAL OF EXCLUSIVE RIGHTS OF BURIAL.**

Members received the report contained within the circulated reports pack regarding the renewal of Exclusive Rights of Burial.

The Chairman provided Members with an overview of the Cemetery Management Regulations relating to Exclusive Rights of Burial, outlining the rights granted to deed holders, the renewal process, and the Town Council's responsibilities in administering and maintaining accurate cemetery records.

It was **RESOLVED** to note.

28/26/27 **TO SET THE BURIAL AUTHORITY FEES AND CHARGES FOR THE YEAR 2027/28 RECOMMENDING TO THE POLICY AND FINANCE COMMITTEE.**

The Town Clerk informed Members of the fees and charges for the 2027/28 financial year, as included within the circulated reports pack.

Following an unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor Johns and resolved to **RECOMMEND** the Burial Authority Fees and Charges for the year 2027/28 as attached to the Extraordinary Policy and Finance Committing meeting to be held on 24 November 2026 with delegated authority granted to the Town Clerk to amend the proposed memorial bench charge should the 2026 Parochial Fees necessitate an increase to ensure full cost recovery.

29/26/27 **TO SET THE BURIAL AUTHORITY BUDGET FOR THE YEAR 2027/28 RECOMMENDING TO THE POLICY AND FINANCE COMMITTEE.**

The Town Clerk informed Members of the budget statement for the 2027/28 financial year, as included within the circulated reports pack, and advised Members that the proposed budget represented a reduction in expenditure compared to the previous year.

Following a unanimous vote, it was proposed by Councillor Ashburn, seconded by Councillor B Samuels, and resolved to **RECOMMEND** the Burial Authority Committee budget for 2027/28 financial year, as attached, to the Extraordinary Policy and Finance Committee meeting to be held on 24 November 2026.

Operating Income;

1. To create a new budget code 4616 BA Churchtown Carpark Income.

Operating Expenditure;

2. To vire unspent funds from budget code 6004 BA General Site Maintenance to budget code 6070 BA EMF Churchtown Cemetery Capital Works subject to there being unspent balance available at the end of the year;

Ear Marked Funds;

3. That any increase to budget code 6070 BA EMF Churchtown Cemetery Capital Works be confirmed following the Building Surveyor Condition Report being received.

30/26/27 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. (As required or if necessary).

31/26/27 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

32/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

33/26/27 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: 7.12 pm

Signed: _____
Chairman

Dated:

_____

Burial Authority - Churchtown Cemetery

Fees and Charges

Description	2026/27 Charge	2027/28 Proposed Charge Amendments New Charges	Plymouth City Council At 1 April 2026	Cornwall Council At 1 April 2026
Interment Fees				
Interment under the age of 18 years - Saltash residents only	No Charge	No Charge	No Charge	No Charge
1st Interment over the age of 18 years - (triple depth plot)	£700	£700	£1,019	£1,496
2nd & 3rd Interment over the age of 18 years - (ERB determined)	£700	£700	£1,019	£1,496
1st Interment of ashes in a casket - (double depth plot)	£333	£333	£218	£303
2nd Interment of ashes in a casket - (ERB determined)	£333	£333	£218	£606
1st Interment of loose ashes - (double depth plot)	£167	£167	£714 incl ERB 25 yrs	
2nd Interment of loose ashes - (ERB determined)	£167	£167	£714 incl ERB 25 yrs	
~~Interment of ashes in Garden of Remembrance~~ Remove this option as service not provided	£333	~~£333~~	£82	£162
Service Men and Emergency Service Personnel killed in active service - Saltash residents only.	No Charge	No Charge		
Exclusive Right of Burial including Plot Deed (Exclusive Right of Burial must be purchased with 1st Interment) - Length of Exclusive Right of Burial - 10 Years				
Exclusive Right of Burial under the age of 18 years - Saltash residents only	No Charge	No Charge	No Charge	No Charge
Exclusive Right of Burial 1st Interment over the age of 18 years	£333	£333	£916 / 25 yrs	£1,216 / 50 yrs
Exclusive Right of Burial 1st Interment of ashes in a casket	£111	£111		£728 / 50 yrs
Exclusive Right of Burial 1st Interment of loose ashes	£111	£111		£728 / 50 yrs
Service Men and Emergency Service Personnel killed in active service - Saltash Residents Only.	No Charge	No Charge		
Memorial Permissions - Length of Right to Erect a Memorial - 10 years				
Permission to erect headstone under the age of 18 years - Saltash residents only	No Charge	No Charge	No Charge	
Permission to erect headstone including first inscription	£111	£111	£218	£363
Additional inscriptions	£56	£56	£77	£181
Permission to place cremated remains tablet	£56	£56	£99	
Removal of a headstone & cremation tablet other than for an additional inscription	£56	£56		
Cleaning of headstone on site or off site (Introduce new fee based on requests from Memorial Owner)		£56		
Renewal of Grant of Right to Erect a Memorial	£28	£28		
Permission to erect/place monument Commonwealth War Grave Commission / Ministry of Defence	No Charge	No Charge		
Cremation foundation slab and tablet to be supplied by ERB owner				
Service Men and Emergency Service Personnel killed in active service - Saltash residents only.	No Charge	No Charge		
Renewal of Exclusive Rights of Burial - Length of Exclusive Right of Burial - 10 Years				
Single grave for the interment and renewal under the age of 18 years - Saltash resident only	No Charge	No Charge		
Renewal of Exclusive Rights of Burial	£60	£60	£714 / 25 yrs	£73
Renewal of Exclusive Rights of Cremated Remains	£60	£60		£73
Issue & registration of duplicate deed of grant of grave space	£28	£28	£87	
Inspection of Burial Register	£28	£28		
Transfer of ERB certificate up to a maximum of 2 hours, and then charged on an hourly basis at £25 per hour	£51	£51	£60	
Transfer of ERB certificate, ~~by Statutory Declaration~~ up to a maximum of 2 hours, and then charged at an hourly basis at £25 per hour (remove wording as fee could relate to either Statutory Declaration, Grant of Assent or Grant of Probate)	£84	£84		
Permission of right to Commonwealth War Grave Commission / Ministry of Defence	No Charge	No Charge		
Permission to place a war grave marker	No Charge	No Charge		
Exhumations of coffins or cremated remains casket/loose ashes	Price on Application	Price on Application	£1,548.00	
Search of Registers by our staff (per search)	£28	£28	£17	£96
Search of Registers by our staff (non resident)	£56	£56	£17	
Double standard fees apply to non Saltash residents, except those who were resident until 2 years prior to their death. (Non-resident fees are at the discretion of the Chairman of the Burial Authority Committee)	All Fees Double	All Fees Double		
Benches & Other Memorials - 10 Years Lease (Residents & Non Residents) (VATABLE)	**Inc VAT**	**Inc VAT**	**Inc VAT**	
Rose Bush - Permission to place a rose bush and memorial plaque at Churchtown Cemetery in the memorial garden No increase in costs therefore no recommendation for price increase	£120	£120	£463	
To supply, fit and maintain a memorial bench, to include plaque Costs have slightly increased since last year £619.20 incl VAT therefore recommendation for small increase to fee £620 incl VAT	£600	~~£600~~ £620	New bench £1,908 Existing bench £600 Renewal for 5 years £453	

Burial Authority Committee - Burial Authority Budget 2026-27
Saltash Town Council
For the year ended 31 March 2027

Black text - budget assumptions
Red text - Further Actions (To Be Agreed)
Purple text - new codes
Blue text - recommend virements

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27	Precept Budget 2027/28	Notes	Budget 2028/29	Budget 2029/30	Budget 2030/31	Budget 2031/32
Burial Authority Operating Income										
4612 BA Cemetery Fees	24,261	15,570	5,621	9,949	15,570	Current budget (no plans to increase fees & charges)	16,053	16,551	17,064	17,593
4614 BA Memorial Bench Income	250	600	500	100	617	Assuming income for 1 bench and 1 rose bush/plaque	636	656	676	697
4615 BA National Grid Wayleave Income	464	14	14	(0)	14	No increase expected	14	14	14	14
4616 BA Churchtown Carpark Income	0	0	0	0	500	Annual licence fee £500 + £50 per burial No budget set for burial fee as numbers cannot be predicted with certainty	500	500	500	500
Total Burial Authority Operating Income	**24,975**	**16,184**	**6,135**	**10,049**	**16,701**		**17,203**	**17,721**	**18,254**	**18,804**
Burial Authority Operating Expenditure										
6000 BA Petrol	46	260	30	230	180	Reduce to £180 based on 4 year average £162	186	192	198	204
6001 BA Machinery Maintenance Costs	127	317	0	317	327	Current budget + CPI	337	347	358	369
6004 BA General Site Maintenance	993	1,038	102	936	1,070	Current budget + CPI Recommnend virement to 6070 BA EMF Churchtown Cemetery Capital Works for any unspent funds at Year End.	1,103	1,137	1,172	1,208
6008 BA Tree Survey & Tree Maintenance	481	908	0	908	936	Current budget + CPI	965	995	1,026	1,058
6009 BA Electricity Costs	452	421	72	349	466	Prior year budget + CPI (Prior year slightly higher than current budget)	480	495	510	526
6012 BA Memorial (Expenditure)	116	518	36	483	617	Assume purchase of 1 bench / Plaque and 1 rose bush / Plaque	636	656	676	697
6013 BA Security Alarm Maintenance	66	344	394	(50)	242	Based on 2026/27 Contract cost +estimated 5% increase	250	258	266	274
6014 BA Cemetery Software Subscription	660	726	387	339	726	Based on 2026/27 actual cost £660 plus estimated 10% increase for subscription	749	772	796	821
6015 BA Annual Keyholding Service	0	184	151	33	322	Quoted 2026/27 Contract cost + provision for 2 callouts + estimated 10% increase	332	342	353	364
Total Burial Authority Operating Expenditure	**2,941**	**4,716**	**1,171**	**3,545**	**4,886**		**5,038**	**5,194**	**5,355**	**5,521**
Total Burial Authority Operating Surplus/ (Deficit)	**22,034**	**11,468**	**4,964**	**6,504**	**11,815**		**12,165**	**12,527**	**12,899**	**13,283**
Burial Authority EMF Expenditure										
6070 BA EMF Churchtown Cemetery Capital Works	0	7,472	0	7,472	2,000	Future planned works creating low Cornish hedge to replace some box hedging	2,000	2,000	2,000	2,000
6071 BA EMF Replace Machinery & Equipment	0	13,942	0	13,942	0	No increase required	0	0	0	0
6073 BA EMF Memorial Garden	0	3,570	68	3,502	0	No increase required	0	0	0	0
6074 BA EMF Water	0	403	0	403	100	Currently not receiving bills as water meter location unknown. Accrue annual year cost as a contingency	103	106	109	112
Total Burial Authority EMF Expenditure	**0**	**25,387**	**68**	**25,319**	**2,100**		**2,103**	**2,106**	**2,109**	**2,112**
Total Burial Authority Expenditure (Operational & EMF)	**2,941**	**30,103**	**1,239**	**28,864**	**6,986**		**7,141**	**7,300**	**7,464**	**7,633**
Total Burial Authority Budget Surplus/ Deficit	**22,034**	**(13,919)**	**4,896**	**(18,815)**	**9,715**		**10,062**	**10,421**	**10,790**	**11,171**

CPI 3.1% based on August 26 as reported by Office of National Statistics 16-09-26

Precept 2026/27	**9,968**
Precept 2027/28	**9,715**
Increase / (Decrease)	**253**
Difference as %	**2.5%**

SALTASH TOWN COUNCIL

Minutes of the Extraordinary Meeting of the Planning and Licensing Committee held at the Saltash Wesley Church on Tuesday 27th October 2026 at 6.30 pm

PRESENT: Councillors: R Bickford, R Bullock, S Gillies, M Johns, S Martin, S Miller, L Mortimore, B Samuels (Chairman), P Samuels, S Slavin, J Steers, B Stoyel and J Suter.

ALSO PRESENT: 105 Members of the Public, H Frank (Cornwall Council), P Cador (Cornwall Council) and K Johnson (Cornwall Council), S Burrows (Town Clerk / RFO), D Joyce (Office Manager / Assistant to the Town Clerk) and E LowtonSmith (Planning and General Administrator), 3 Volunteers – Wesley Church, 5 Representatives on behalf of Aldi – Cavendish Consulting.

APOLOGIES: A Ashburn, P Nowlan (Vice-Chairman) and J Peggs.

106/26/27 TO APPOINT A VICE CHAIR FOR THE PURPOSE OF THIS MEETING ONLY.

The Chairman informed Members that Councillor Nowlan, Vice Chairman of the Planning and Licensing Committee, had submitted apologies for absence for this meeting. In view of the scale of the meeting, the Chairman requested that a Vice Chairman be appointed for this meeting only.

Councillor Johns nominated himself.

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Slavin, and **RESOLVED** to appoint Councillor Johns Vice Chair for the purpose of this meeting only.

107/26/27 CIVILITY AND RESPECT PLEDGE REMINDER.

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

108/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

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

109/26/27 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 received.

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

   None received.

110/26/27 THE CHAIRMAN TO CONFIRM THE PROCEEDINGS FOR THIS EVENING'S PLANNING AND LICENSING COMMITTEE MEETING AND CONSIDER ANY ACTIONS.

The Chairman thanked Councillors for their attendance this evening and to those who join us in person and online.

The Chairman outlined the proceedings for this evening's meeting:

This meeting is an information-gathering session only. No decisions will be made, and no vote will be taken this evening.

Councillors are reminded of their obligations regarding predisposition, bias and predetermination. Please ensure that you remain open-minded throughout the meeting and use this session for its intended purpose, which is to listen to the presentation, gather information, and ask questions.

Any consideration of a planning application will take place if and when a formal application is received by the Council.

To members of the public present in the gallery and those joining us online, the Town Council asks that you respect the governance and legislative framework within which the Council must operate. This will ensure that Councillors are able to participate appropriately in any future decision-making process should a planning application come before the Council.

To allow sufficient opportunity for questions and discussion, both the presentation and public question sessions have been extended to 20 minutes. The public shall not speak for more than three minutes. However, I will exercise reasonable flexibility where appropriate and ensure that all participants are treated fairly.

A number of public questions have been submitted in advance, and the Town Clerk has shared these with Cavendish Consulting ahead of the meeting. At the appropriate point in the meeting, I will invite speakers to contribute, following the opportunity for Councillors to ask their questions.

Councillors and members of the public are respectfully asked to direct their questions through the Chair, and I will manage the discussion and ensure everyone has the opportunity to participate in an orderly manner. I would also ask representatives from Cavendish Consulting to follow the same process.

We want everyone to have the opportunity to ask their question and be heard this evening. To achieve this within the time available, I ask that we all work together and follow the agreed Council procedures. Thank you.

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Martin, and **RESOLVED** to confirm the proceedings of the meeting, including the suspension of Standing Order 3.7 and General Terms of Reference 8.

111/26/27 **TO WELCOME REPRESENTATIVES FROM CAVENDISH CONSULTING, ACTING ON BEHALF OF ALDI, TO DELIVER A PRESENTATION ON THE UPDATED PROPOSALS FOR THE BURRATON FIELD SITE.**

Cavendish Consulting:

The Chairman welcomed representatives from Cavendish Consulting, acting on behalf of Aldi, to the meeting.

Representatives presented updated proposals for a food store development at Callington Road, Burraton Field, Saltash. The scheme represents an investment of approximately £10 million and includes a retail store, electric vehicle charging infrastructure and new employment opportunities. Members were advised that the store had been reduced and reconfigured following consultation and pre-application discussions with Cornwall Council, with existing trees retained and landscaping enhanced.

They advised that public consultation had identified concerns regarding the loss of open space, sports provision, traffic and drainage. Further technical assessments had therefore been undertaken, including an open space and playing field Impact Assessment, transport surveys and drainage investigations. Aldi's preferred mitigation proposal is to support the provision of a floodlit 3G football and rugby pitch at Saltash Community School.

Members were informed that the proposal includes 113 parking spaces, three to four deliveries per day, and a drainage system designed to accommodate a 1-in-100-year storm event plus a 50% climate change allowance. Subject to progression of the development, Aldi would intend to submit a planning application in November 2026, with determination anticipated in Spring 2027 and construction potentially commencing later that year.

Town Council Members:

Following the presentation, the Chairman invited questions from Members of the Council. Members raised a range of queries relating to open space and sports provision, traffic assessments and monitoring, highway impacts, Section 106 contributions and their impact on the town, drainage arrangements, and the consideration of alternative sites.

Members sought clarification regarding the proposed replacement sports provision, including management, maintenance, community access and parking arrangements. Representatives advised that the proposed 3G pitch at Saltash Community School would be managed by the school, with community access secured through appropriate agreements should planning permission be granted. However, the Council would need to contact the school to better understand the finer detail regarding access and management of the pitch.

Concerns were raised regarding the loss of recreational land at Burraton Field, the suitability and accessibility of the proposed replacement provision, and the availability of open space within Saltash. Representatives advised that the proposed 3G pitch would provide an enhanced facility with increased playing capacity compared with the existing provision and stated that their assessment had been informed by Cornwall Council's Open Space Strategy and Playing Pitch Strategy.

Members questioned the potential impact of the development on traffic congestion, highway safety, air quality, drainage and neighbouring residents and asked if they had considered other locations, if so, where and why were they dismissed.

Representatives advised that transport, drainage and environmental assessments would accompany any planning application and would be subject to scrutiny by Cornwall Council and the relevant statutory consultees. Representatives remained non-committal regarding alternative locations. They confirmed that Treledan had been considered but discounted due to the site's restriction to 400m² of retail floor space. However, they were unable to name other locations that had been assessed.

Members requested improved pedestrian access to the site and sought reassurance regarding the proposed highway access arrangements and traffic modelling. Representatives advised that these matters continued to be assessed and refined as part of the design process.

Members also raised regarding alternative development sites, the potential impact on the town centre, and previous proposals for the future use of Burraton Sports Field. Representatives advised that alternative sites had been considered through the Sequential Assessment process and that retail impacts would be assessed as part of any future planning application.

Throughout the discussion, it was reiterated about the whether the location is the right location and a lack of understanding around other potential sites, loss of open space, replacement sports provision being proposed, traffic impacts and the potential effects on local residents and the town centre.

Representatives acknowledged that a number of questions had been raised and confirmed that they would provide responses to the questions they were unable to answer during the meeting. They further advised that matters requiring further consideration would continue to be assessed as part of the planning application process.

112/26/27 PUBLIC QUESTIONS - A 20-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY SPEAK ABOUT THE PRESENTATION.

Public questions and statements:

The Chairman invited members of the public to present their questions and statements, and the representatives to respond accordingly. It was noted that a number of the matters raised had already been addressed during the earlier discussion and questioning by Councillors, and responses had therefore already been provided by the representatives.

Areas of concern raised by members of the public included the potential impact of the development on residents' wellbeing and quality of life, noise generated by deliveries, light pollution arising from extended opening hours, and the suitability of the proposed site. Questions were also raised regarding whether Aldi's legal team had received copies of formal warnings issued by a solicitor, the efforts made to identify and secure a brownfield or industrial site, and the findings of any traffic monitoring and assessment undertaken. Concerns were expressed about the adequacy of existing pedestrian infrastructure and the assertion that the site would be readily accessible on foot.

Further questions related to the proposed design and accessibility of the store and car park, given the site's elevated position relative to the surrounding pavements, and the measures Aldi intended to implement to mitigate increased traffic movements. Clarification was also sought on whether any discussions or agreements had taken place between Aldi and Saltash Rugby Club regarding the funding of new floodlighting.

The Chairman confirmed that a number of the questions raised by members of the public had already been addressed during the earlier discussion with Members of the Town Council, and that these matters would be subject to further consideration through the planning application process. The representatives confirmed that they would provide further responses in relation to questions they were unable to answer at the meeting.

However, they did confirm that they were not aware of any discussions or agreements having taken place between Aldi and Saltash Rugby Club regarding the funding of new floodlighting, nor were they aware of any solicitor's letter having been received by Aldi in relation to the proposed development.

Representatives acknowledged the concerns and observations raised by members of the public.

The Chairman thanked all those who had submitted questions, representations and supporting information in accordance with the Town Council’s Policy, and all those who had attended the meeting.

During consideration of this item, Councillors Johns and Steer left the meeting and returned prior to the conclusion of discussions.

For the full wording of the public questions and statements submitted, please refer to the link provided – Public Questions and Representations

113/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

114/26/27 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

115/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

116/26/27 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

None.

DATE OF NEXT MEETING

Tuesday 17 November 2026 at 6.30 pm

Rising at: 8.52 pm

Signed: _____
Chairman

Dated: _____

Appendix A

Submission of Questions, Representation and Evidence Form

Questions, **representations and evidence** must be submitted in writing using the form provided **three working days before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Name: Lt.Cdr B.A. Brooking M.B.E., J.P. B.A., M.A., R.N. (Rtd) **Address:** 17 Taylor Road, Saltash, Cornwall PL12 4LR **Contact details:** 01752 844050	**Date of submission:** 25th October 2026
Do you give consent for your personal details to be published and made available in the public domain, please circle below: **Yes or No**	
Are you attending the meeting in person to ask your question, please circle below: I hope to attend but if I am unable to please can it be read on my behalf Yes or No	
If your question relates to a Planning or Licensing Application, please confirm *the application number, name, address and whether you support or object.* No member of the public may speak for longer than three minutes: Aldi Consultation	
Question, Representations and Evidence: A question must be submitted in a clear and concise manner and may include representations and supporting evidence. Each person may submit only one question. No member of the public may speak for longer than three minutes. Please see attached	

May I give a response to the Aldi proposed plan for a supermarket on Burraton Field? I believe that I have a duty of care to protect the Saltash community from these proposals.

For the first part of my working life, I served in the R.N. and R.M. Commandos, including the 'front line'. I saw comrades killed and severely wounded. I picked up body parts of women and children. I saw what people can do to others. We protected communities.

Aldi appears to be hell-bent on making a profit at the expense of our community, i believe that Aldi is putting profit before people.

I have read the updated proposals. I believe that the document is flawed and in parts lacking integrity. For 30 years as a J.P. I had to justify my decisions. I will do so now.

The report says Aldi works and collaborates with the community. Not here. I suggest they work against the majority as shown in the results of your survey.

The report says they would invest over £10 million. Most of that would, of course, be for themselves to make a profit. Who are they to tell us where to re-invest their proposed £2 million, sweetener in public services?

The report says they will create approximately 40 new local jobs. That and any re-investment will not compensate for what we lose – and I would suggest a number would come from outside Saltash. It all comes down to profit before people.

The report cites the results of the public exhibition at Saltash Rugby Clubhouse on the 28th January. I attended most of the session and made my customary contemporaneous notes. It should have been a consultation. It was not. It was poorly done. The venue was too small for proper discussion, and so many of the hosts were inexperienced and unable to answer important questions, particularly about the loss of green space and traffic congestion. They were evasive. My notes indicated that over 90% of us were against the proposal. Feedback forms indicate a significant number were against. I can tell Aldi why so many were unsure. It is because they did not present the necessary facts properly – they evaded questions.

The report says they run additional traffic surveys. Are they concealing the results – which I expect to be adverse?

The report says Saltash is identified as having above average provision for public outdoor sports and children's play areas as they provide a 'wider context for considering the proposed loss of open space.' They take no account of the needs of older people, those with mobility issues, and do not drive. There is no alternative option, including the Aldi preferred option at Saltash School.

I would not like to live in Callington Road with heave lorry deliveries early and late. It would be disruptive and damaging. There is already evidence of house prices being adversely affected. Aldi will not mind. They do not live here.

This proposal is all about making money – turning a profit. I have no problem with that in general, but when it involves exploitation, especially involving the community's physical and mental health over open space and traffic congestion. It is greed.

I was proud to serve and defend our country when in uniform. If this proposal is accepted then I shall wonder whether it was worth it, and why my comrades and I bothered! Aldi and its representatives should be ashamed for even considering this proposal. If our Town and Cornwall Council approve, this unreasonable proposal would be a gross betrayal of our Saltash community.

There are precedents. Some years ago, Sainsbury's wanted to build on Kimberley field in Saltash. They lost. Aldi wanted a supermarket at Ivybridge. They lost. Let us send them packing!

Appendix A

Submission of Questions, Representation and Evidence Form

Questions, **representations and evidence** must be submitted in writing using the form provided **three working days before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Name: [redacted] **Address:** [redacted] **Contact details:** [redacted]	**Date of submission:** 25th October 2026
Do you give consent for your personal details to be published and made available in the public domain, please circle below: ~~Yes~~ or **No**	
Are you attending the meeting in person to ask your question, please circle below: I hope to attend but if I am unable to please can it be read on my behalf Yes or No	
If your question relates to a Planning or Licensing Application, please confirm the application number, name, address and whether you support or object. No member of the public may speak for longer than three minutes: Aldi Consultation	
Question, Representations and Evidence: A question must be submitted in a clear and concise manner and may include representations and supporting evidence. Each person may submit only one question. No member of the public may speak for longer than three minutes. Please see attached	

May I please respond to Aldi's updated proposal?

I live locally to Burraton field and indeed over the years have played there as a child and took our dogs there to walk them.

I am very concerned that we are going to lose half of this valuable space. This will put increased use on the rugby pitch. I know that the club already has a problem with dog fouling on the pitch – probably by a small minority of owners not picking up after their dogs. Before each game and training session, they must clear up the mess so that their players' health is not endangered. Don't forget they also have a youth section. Would you like your child to be playing there and fall in dog mess?

I notice from their proposal that they are suggesting that Saltash Community School field could be upgraded and made available to the public. I would like to bring a few points to their attention:

This is nearly 2 miles from Burraton field. How do they expect people to get there if they do not drive and have to rely solely on public transport. This is especially true of the elderly and disabled.

At present we can use Burraton field at any time of the day. At the school the hours will be restricted, to outside school hours.

During the winter months this means that if you wanted to use the school field say after 4 pm to walk your dog, get exercise etc., it will be getting dark. This is not a safe option for many and as a female I would feel very vulnerable in this situation.

Aldi are not replacing like with like for the community. They are more interested in their bottom line.

I say No to Aldi.

Appendix A

Submission of Questions, Representations and Evidence Form

Questions, **representations and evidence** must be submitted in writing using the form provided **three working days before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Suzie Williams, 2 North Park Villas Saltash PL12 6LP 07969 030340	**Date of submission: 24/10/2026**

Do you give consent for your personal details to be published and made available in the public domain, please circle below:

Yes

Are you attending the meeting in person to ask your question, please circle below:

Yes

If your question relates to a Planning or Licensing Application, please confirm the application number, name, address and whether you support or object:
My questions relate to the Public Consultation on the 28th October 2026 regarding Burraton Field.

Question, Representations and Evidence:

Question 1
Given the very close proximity of residential properties to the proposed development, what assessments have been undertaken of the potential impact on residents' wellbeing and quality of life? How will concerns relating to noise from deliveries, including early and late-night vehicle movements, extended opening hours, light pollution from external lighting, noise from refrigeration and air-conditioning units etc be addressed? What measures are proposed to shield neighbouring residential properties from these impacts?

Question 2
Given the constraints of Burraton Field including limited space, limited access to the site, the loss of valued green space, its proximity to residential housing, and the strength of local opposition. Can you explain why you feel this site is appropriate? Furthermore, can you provide reassurance that the site selection was not made primarily for its proximity to a competing supermarket business?

Appendix A

Submission of Questions, Representations and Evidence Form

Questions, **representations and evidence** must be submitted in writing using the form provided **three working days before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Save Saltash Green Spaces	**Date of submission:** 25/10/2026
Do you give consent for your personal details to be published and made available in the public domain, please circle below: **Yes/No – Only the name of our organisation. Not the individual.**	
Are you attending the meeting in person to ask your question, please circle below: Yes	
If your question relates to a Planning or Licensing Application, please confirm the application number, name, address and whether you support or object:	
Question, Representations and Evidence: Question 1 A solicitor has twice advised Cornwall Council that the address on its Notice of Disposal is incorrect, rendering the notice invalid. Consequently, the existing Statutory Trust on the recreational ground remains in force. Given the 2023 Supreme Court ruling in Day v Shropshire, if Aldi exercises its Option to Buy, the Statutory Trust will be enforced against Aldi to maintain the site as a recreational ground. **Can you confirm that your legal teams have received copies of these formal warnings?** **Given that you risk buying a site you may be legally barred from developing, are you prepared to pause this application until the lawfulness of the council's disposal notice is fully resolved?** Question 2 You claim Saltash has an "overall surplus" of green space, but a town-wide average does not mean there is adequate green space in this specific area. In fact, the national Fields in Trust Green Space Index confirms that the community surrounding Burraton Field already faces a deficit. This field is a vital natural buffer between industry and residential areas and is essential for local health and wellbeing, pollution and noise control and biodiversity, yet you have targeted it anyway. At the previous consultation, your representative stated that Aldi has been seeking a suitable site in Saltash for 10 years.	

During those ten years what exhaustive efforts did you actually make to secure a brownfield or industrial location instead of a community green space?

Can you name the specific alternative sites you considered, and tell us why you think building a supermarket on a vital neighbourhood field is a justifiable alternative to using brownfield land?

Question 3

Your consultation shows that out of 1,500 respondents, only 33% support this proposal and the clear majority oppose it. The high number of 'unsure' responses proves you failed to communicate the project's impacts clearly.

Did you track how many supportive comments came from actual Saltash residents who want a store on this specific site rather than the wider area of the town?

Your own report states that loss of green space and increased traffic are the community's top concerns. Given that the majority rejected your plans based on these issues, why have you made no changes to your proposals and are therefore ignoring the community you claim to want to serve?

Question 4

Your presentation claims your store at this location COULD (not will) reduce traffic in the area, proving your model is based on guesswork. You assume shoppers will bypass existing local supermarkets to shop only at Aldi. This ignores the massive influx of traffic from Treledan and outlying areas, which will actually increase pressure on Carkeel, Callington Road, Burraton Cross and Pillmere junctions.

What evidence does your traffic survey provide to prove this store will not negatively impact these already highly pressured roads and junctions?

What data and monitoring evidence can you provide to substantiate your claims and how have you concluded that an additional major supermarket will reduce overall traffic?

Over what specific period was your traffic survey conducted and did it account for holiday traffic, seasonal peaks and routine tunnel and bypass closures?

Question 5

You claim this site is easily accessible by foot, yet pavements are too narrow to safely accommodate pushchairs, wheelchairs, and mobility scooters, and pedestrians are forced into the road just to pass each other. By building over Burraton Field, you are destroying a safe, traffic-free walking route residents have to existing sites. Under Cornwall's Healthy Streets principles, walking must feel safe.

How can you claim this site is easily accessible by foot when the existing infrastructure is dangerously inadequate even before you add parking for 100+ cars and multiple HGV deliveries?

Appendices: Solicitor Letters to Cornwall Council dated 5/6/2026 and 18/8/2026

RICHARD BUXTON
solicitors
environmental • planning • public law

01223 328933
ptaylor@richardbuxton.co.uk
wwebb@richardbuxton.co.uk

Cornwall Council
County Hall
Treyew Road
Truro
TR1 3AY

Our ref:
Your ref:

05 June 2026

For the attention of: Planning Department; Legal Department

BY FIRST CLASS POST AND EMAIL: planning@cornwall.gov.uk

Dear Cornwall Council,

Re Burraton Sports Field, Saltash PL12 4HJ ('the Site')

1. We are instructed by

2. We are writing in relation to the proposed disposal by Cornwall Council of Land on the Westside of Callington Road, Saltash (identified under LR Title number CL233242). The Site is currently open space used for recreation. Our client's understanding is that Cornwall Council have granted an option to Aldi to purchase the Site and that the option will be exercised once Aldi obtain planning permission for a supermarket on the Site.

3. Although Aldi has started pre-application consultations, no application has yet been submitted. However, according to a Council's Officer Report to Corporate Finance & Performance Cabinet dated 29 August 2024, the Council has indicated the loss in recreation space will be made up elsewhere via s106 obligation payments.

Background

4. In 1938, land described as the "Field at Burraton" was bought by Saltash Borough Council. A later lease of part of this land refers to a conveyance dated 13 September 1938 between William Smith and Others and The Mayor Alderman and Burgesses of the Borough of Saltash.

5. The Saltash Borough Council minutes of 8th March 1938 state:

> "*the Town Clerk reported the receipt of the following sum from the Minister of Health....£1150 repayable in 60 years for the purchase of Field at Burraton. £400 repayable in 7 years for works of Private Street Improvement*".

6. The Saltash Borough Council minutes of 9th August 1938 state:

Dale's Brewery, Gwydir Street, Cambridge CB1 2LJ
T 01223 328933 E law@richardbuxton.co.uk W www.richardbuxton.co.uk
Authorised and regulated by the Solicitors Regulation Authority No. 74899. Details of staff and partners are on our website.

".....loan of £1550 for the purpose of Private Street Improvement and the purchase of land for the purpose of the Physical Training and Recreation Act, 1937"

7. The loan amount is exactly equivalent to that minuted on 8 March 1938. Both clearly relate to the Field at Burraton.

8. In 1997 (and possibly earlier) half of the Field at Burraton was leased to the local rugby club. This lease was renewed in 2024 for a further 50 years.

9. In 2007 the Field at Burraton was registered:

a) The part leased to the rugby club was registered (leasehold) under LR title CL383880. The title is referred to as "The Leasehold land demised by the lease referred to below which lies within the area shown edged with red on the plan of the above Title filed at the Registry and being Clubhouse and Burraton Field Moorlands Lane, Saltash

b) The remaining was registered under LR title CL233242 and is described as "Land on the west of Callington Road, Saltash." The only authorised entrance to this land is from Callington Road.

10. The Site is the land registered under LR title CL233242.

11. In 2020, Cornwall Council sold an old lavatory block which had been part of title CL233242. It was registered under a separate title number of CL358754. The description was Land on the west side of Callington Road (Saltash).

12. In 2021 a planning application PA21 02703 was submitted for the redundant toilet block. The address on that application was "Cornwall Council Public Conveniences, Callington Road, Saltash, Cornwall, PL12 6LW",

13. Aldi are seeking to deliver a new food store in Saltash. The site is located on land to the west of Callington Road in Saltash according to Aldi's own Community Consultation document.

14. As noted above, on 29 August 2024, a Council's Officer Report to Corporate Finance & Performance Cabinet indicated that the loss in recreation space will be made up elsewhere via s106 obligation payments.

15. On 9 and 16 July 2025 Cornwall Council published notices of the proposed disposal referring to the Aldi Option to buy site. The Notice contains the address "Burraton Sports Field, Burraton, Saltash, PL12 4HJ".

Submissions

16. The available documents from 1938 indicate a clear intention to provide land for recreational purposes and the Site is therefore held by Cornwall Council as a Statutory Trust.

17. The Council can only dispose of land held under a statutory trust by following certain statutory requirements as well as its own decision making rules. In particular, sections 123(2A) and (2B) of the Local Government Act 1972 provide that before disposing of land which is subject to a statutory trust, the relevant council must advertise their intention to do so in the local newspaper for two consecutive weeks. They must then consider any objections to the proposed disposal that they receive. If the council disposes of land having complied with that procedure, then the land is freed from any public trust.

18. The Supreme Court has ruled on what happens when a local authority disposes of land which is subject to a statutory trust but fails to comply with the statutory requirements- R (oao Peter Day) v Shropshire Council and others [2023] UKSC 8. The Supreme Court held that the rights enjoyed by the public under the statutory trust are only extinguished if the local authority complies with the consultation requirements set out in s. 123 LGA 1972. Furthermore, in so far as the public's rights in the land continue to exist, these rights remain enforceable against the purchaser.

19. Cornwall Council has attempted to follow the notification process set out in s123(2)A of LGA. However the land referred to in the section 123 Notice of Disposal is not the Site.

20. Although the Site is part of what was originally the "Field at Burraton", the Site is only part of that larger area which has been divided up as set out above. The Site itself is not referred to as Burraton Sports Field (the description in the s123(2)A Notice). It is believed that it has not been known as Burraton Sports Field since at least 2007 (when the Site was registered) and possibly since when the Rugby Club first took its lease.

21. The address used in the notice is wrong. The postcode applies to other addresses in Moorlands Lane, including the rugby clubhouse, but it does not apply to the plot on which Aldi have an Option to buy.

22. Our client has requested a copy of the Option to Buy as agreed between Cornwall Council and Aldi to check the description/address of the site used in that Option to buy but is yet to be provided with one. That request is now repeated.

23. The use of the incorrect address vitiates the notification such that s123(2)A has not been complied. In accordance with Day v Shropshire the rights enjoyed by the public

under the statutory continue to exist and remain enforceable against the proposed purchaser Aldi.

24. We should also point out that to date, we have found no Council minutes of a resolution authorising the proposed disposal, There appears to be no further resolution in committee in relation to the option to purchase as anticipated by the Officer's Report in August 2024. There appears to have been no declaration that the land is surplus to requirements. We note that concerns have been raised by Saltash Town Council about the process and the lack of consultation. If there is documentation relating to the declaration and proposed disposal, please could you provide copies by return.

25. Please also confirm that Aldi Stores Limited has been notified of the matters raised in this letter.

Yours faithfully

RICHARD BUXTON SOLICITORS

Cc:

ALDI STORES LIMITED (02321869)
Holly Lane
Atherstone
Warwickshire
CV9 2SQ

samuel.solden@cavendishconsulting.com
alexandra.nchidwuor@cavendishconsulting.com
anna.clemenson@bursonglobal.com
aldi@consultation-online.co.uk

RICHARD BUXTON

environmental planning public law

01223 328933
ptaylor@richardbuxton.co.uk
wwebb@richardbuxton.co.uk

Our ref:
Your ref: HJF/079028

18 August 2026

Cornwall Council
County Hall
Treyew Road
Truro
TR1 3AY

For the attention of: Catriona Smith; Property Services

BY EMAIL: Catriona.smith@cornwall.gov.uk

Dear Cornwall Council,

Re Burraton Sports Field, Saltash PL12 4HJ ('the Site')

1. Thank you for your letter of 16 July. We remain instructed

The Notice of Disposal under Section 123 of the Local Government Act 1972

2. You have responded to the concerns raised by stating that

> *"the notices were served and were sufficiently clear in specifying the land in question (including the availability of a plan of the land, a description and being transparent that it was an open space field)."*

3. The address contained in the Council's Section 123 (2A) Notice of Disposal is "Burraton Sports Field, Burraton, Saltash PL12 4HJ"

4. Although you state that the Council's Section 123 Notice of Disposal accurately identified the site, we disagree for the following reasons:

   a) The description in Aldi's Option to Buy is "land on the west side of Callington Road, Saltash." This is also how the site is described in the Land Registry Title Deeds. This is a completely different description to the site referred to in the Council's Notice of Disposal. The only word both addresses have in common is "Saltash". There is no postcode referred to in the description. No reasonable person would read the Notice of Disposal and wonder whether it applied to the recreation ground. If, as you suggest, the site is accurately identified in the Council's Notice of Disposal, why is there a different address in Aldi's Option to Buy?

   b) A reasonable person might well instead believe that the Council's Notice of Disposal refers to the rugby club ground because:
      a. The post code for the rugby ground is PL12 4HJ
      b. The rugby ground is "open space"

   c) The notice refers to the PL12 4HJ post code. This post code applies to Moorlands Lane whereas the site subject to Aldi's Option to Buy is not in Moorlands Lane but

in Callington Road, some distance away. If the site did have a postcode, it is unlikely to be PL12 4HJ.

5. We have obtained a draft version of the Release of Burraton Fields Saltash Report, (attached) in which it is stated that

> *"Cornwall Council's legal team will not permit contract exchange without evidence that Section 123 requirements have been fulfilled."*

6. We request that the concerns that we have raised be passed to them.

The Declaration that the Site is Surplus.

7. The draft Release of Burraton Fields Saltash Report explains that:

> *"Ordinarily, a site is formally declared surplus before any disposal activity begins" ….. "In the case of the Burraton site, it had not been declared surplus when Aldi first approached Cornwall Council expressing interest."*

8. The report makes it clear that there is interest in the use of the site for recreation and that a further lease to the rugby club had been proposed (indeed a letter of intent confirming an intention to continue renting the whole field had been sent by the Council to the Rugby Club. This was withdrawn after Aldi registered its interest. Nevertheless the rugby club remains interested on taking on the land if the opportunity arises.

9. The Council's position in this document is that the land is not currently considered to be surplus at all. Instead, the site will only become (and be declared) surplus if Aldi obtains planning consent.

10. This point is not made clear in the Release of Burraton Field, Saltash Report which simply recommends that:

> *"subject to the terms of the Option/Conditional Contract being satisfied, the Property is declared surplus and disposed of in accordance with the terms set out in exempt Appendix 2 to the report."*

11. The Release of Burraton Field, Saltash Report also makes it clear that there is no guarantee that approval of the planning application will result in satisfactory replacement recreational provision:

> *"Sport England is a statutory consultee for planning applications and would need to be satisfied that reprovision of sports facilities in the area was not compromised in order to support the grant of planning consent for development of the site, although it is a consultee only and the requirement around planning conditions or planning obligations via a S106 planning agreement in respect of reprovision or improvement of suitable facilities in the local area is a matter of the planning process."*

12. In short, it is possible that the planning application will be approved and Aldi could exercise the Option to Buy the site without adequate alternative provision being provided. In those circumstances, it could not be said that the site is truly surplus.

Nevertheless that is what the Council has decided in its decision dated 10 September 2024.

Conclusion

13. In summary, we have reviewed your response with our client and there is nothing in your response which changes our position. It is not disputed that the site is held under a Statutory Trust and for all of the above reasons, it remains our view that the Notice of Disposal is invalid as it does not adequately identify the land to be disposed of.

14. There are also serious concerns about whether the land is truly surplus (it is not at present) and whether the approach taken by the Council is lawful.

15. As s123(2)A has not been complied with, it remains our position that in accordance with Day v Shropshire the rights enjoyed by the public under the statutory trust continue to exist and will remain enforceable against the proposed purchaser Aldi even if the purchase takes place.

16. We would be grateful if you would acknowledge receipt of this letter and provide your response in due course. When responding please could you also please provide a copy of the Council's procedure for disposal of assets?

17. As before, please also confirm that Aldi Stores Limited has been notified of the matters raised in this letter.

Yours faithfully



RICHARD BUXTON SOLICITORS

cc Aldi

samuel.solden@cavendishconsulting.com
alexandra.nchidwuor@cavendishconsulting.com
anna.clemenson@bursonglobal.com
aldi@consultation-online.co.uk

[redacted]

Subject: Aldi rejected,

[redacted]

Hello,
To whom has authority on the matter.
It's with great sadness that Aldi is still being able to put their case forward for a store in Saltash.
It's very disrespectful to the people.

Unfortunately I'm able to attend to put my views across personally, therefore I'd like to express them through this email to be voiced. An objection.
The reasons below:-

> We need more green spaces, more trees, plants biodiversity. We need not have more land developed, has the weather and floods been on anyone's minds recently?
> Why is it happening?
> More development is not something that should be on our minds unless
> to STOP it in its tracks, it will increase pollution, frustration,
> local small businesses will suffer further, more traffic that's
> already a big issue (how the nearby housing estates and industrial
> estates near Costa, Lidl, home bargains has been developed is surely
> a reason enough to raise concerns, do we really need another green
> space ruined)
>
> Should Aldi want to bring their business to Saltash or any other area,
> the only consideration should be taking an existing building over and perhaps paying the council rent for it. This will then keep more money local and NOT build on green spaces we need. (surely local people with small local independent shops is what would be more beneficial to Saltash, keep money in the local pocket and giving locals ultimately more working opportunities and long term security reducing pollution and traffic and keeping our green spaces and ideally expanding upon them) The location in itself is just not suitable, the road is already congested and to suggest then taking over a green site is appalling, the planning department should reject it on those grounds alone with their conscious then clear.
>
> More pollution.
> More frustration.
> More traffic and congestion.(on the main road and all side roads as
> traffic will then start using them for cut through's to to avoid main congested routes) More noise.
> Loss of local small business. (Ultimately less employment or local business owners in the town).
> Using up green spaces. (We need more introduced not taken away) More
> environmental disasters.
> Locals need not more development but the complete opposite.
> Taking land away from better and more environmentally friendly uses and purposes.
> Saltash has already become overdeveloped like many areas (perhaps
> Saltash town council can start leading the way, let's protect our environment) The road structure and location can not support the proposal even it was something needed in the area.
> There are far more other uses for the site that would benefit the environment, humans, flora and fauna.

> The decision must not be a financial one, once the green space has gone that’s it. It’s up to us to keep them and make better use of such areas.
> Any proposals for development on green spaces should be automatically rejected.
>
>
> Please let’s consider the environment first and foremost the locals who live in the area need more green spaces, allotments, community outdoor areas to decompose NOT more development, our world is suffering because of us, let’s really start doing something about it. [redacted]

[redacted]

Subject: Aldi Proposal

[redacted]

After reading the updated proposal for the Aldi store in Saltash I have many questions remaining;

How will the actual development of the site take place without causing utter chaos along Callington Road, there are houses on either side of the site and the Rugby pitch behind, how can the works be completed without impacting the use of the road, has there been a thorough plan as to how this will be achieved?

Burraton Field is on higher ground than the pavements/Callington Road, will the entire site be lowered and levelled or will the entrance to the carpark be on a slope? Has this been considered for icy conditions?

The updated proposal mentions Aldi funding an all weather football and rugby pitch near the secondary school as a way of compensating for the loss of Burraton Field, can you explain how a sports field with very limited public access is equivalent to a genuine green space which is used by people of all walks of life, occasional sports matches, dog walkers, group walks, mental health walks Burraton field acts as a clean air buffer for a highly congested area, it provides green space for the locals, a habitat for wildlife which is in desperate need and cannot be replaced by a sports field further away

How many cars are estimated to fit into the right hand turn only lane they have added to the plans, due to the location of the entrance even with a dedicated turning lane the cars will still come to a standstill waiting to enter the turning lane, thus blocking the flow of traffic coming from the roundabout Callington Road is already highly congested and any further traffic disruption will bring Saltash to a standstill

Do you think its acceptable to imply that because Saltash has an above average level of green spaces, we should accept the loss of a much used and much needed buffer from congestion and traffic fumes, in an ever worsening climate crisis which includes air quality, wildlife habitat provision and open green space the public can use freely Part of what makes Saltash great is its green spaces and small town feel, the degradation of a green space over a brown site is simply unacceptable in 2026 Once the space is gone it is gone forever

Lindsay Mansfield

From: melony skeldon <melonyskeldon@yahoo.co.uk>
Sent: 26 October 2026 11:48
To: enquiries
Subject: Re: Extraordinary Planning & Licensing Committee Meeting

Hi my details are,

Melony Skeldon

88 Grassmere Way
Pillmere
Saltash
PL12 6YU

I give my consent for my details to be available but I am not sure if I will be able to attend the meeting. I will try to be there

Regards

Melony Skeldon

Sent from Yahoo Mail for iPhone

On Monday, October 26, 2026, 9:57 am, enquiries <enquiries@saltash.gov.uk> wrote:

> Good morning
>
> Thank you for submitting your question for the Extraordinary Planning and Licensing Committee meeting to be held on Tuesday 27 October 2026.
>
> It is the Councils policy that a Public Question form is submitted, however we understand there may have been a technical issue with the online form, therefore on this occasion we are willing to accept the question on the understanding that the additional information requested below is provided to us no later than 12 noon today, 26 October 2026;
>
> Name:
>
> Address:
>
> Phone number:
>
> Do you give consent for your personal details to be published and made available in the public domain:
>
> Are you attending the meeting in person to ask your question:
>
> Kind regards

enquiries
Saltash Town Council

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



Privacy Notice
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Confidentiality Notice
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From: melony skeldon <melonyskeldon@yahoo.co.uk>
Sent: 25 October 2026 8:32 PM
To: enquiries <enquiries@saltash.gov.uk>
Subject: Extraordinary Planning & Licensing Committee Meeting

Hi

My question regards the applicant-funded traffic surveillance for this development. As local residents who use these roads daily, we know firsthand that the existing traffic volume is already critical. [redacted]

Furthermore, what robust sequential assessments have been undertaken to prove that ALDI cannot find a more appropriate alternative site in the area that does not impose such a severe transport impact on our existing road network or green spaces.

Kind Regards

Melony Skeldon

Sent from Yahoo Mail for iPhone

Lindsay Mansfield

From: Andrew Windebank <lotus6133@gmail.com>
Sent: 26 October 2026 11:47
To: enquiries
Subject: Re: Request to ask Question @ Extraordinary, Planning and Licensing Committee - Tuesday 27th October 2026 6.30 pm

Dear Enquiry Team,

Many Thanx for your prompt reply and my answers are as follows:

Name: Andrew Peter Windebank.

Address: 40, Biscombe Gardens, Saltash, PL12 6EG

Telephone Number: 0739 809 4122

Consent: I hereby give my consent that my name and personal details may be published and made available in the public domain.

Attendance: Yes, I confirm I will be attending the P&L committee at the Saltash Wesley Methodist Church, @ 6.30pm, 27-10-2026.

Kind regards,

Andrew P. Windebank.

On Mon, 26 Oct 2026 at 09:57, enquiries <enquiries@saltash.gov.uk> wrote:

> Good morning
>
> Thank you for submitting your question for the Extraordinary Planning and Licensing Committee meeting to be held on Tuesday 27 October 2026.
>
> It is the Councils policy that a Public Question form is submitted, however we understand there may have been a technical issue with the online form, therefore on this occasion we are willing to accept the question on the understanding that the additional information requested below is provided to us no later than 12 noon today, 26 October 2026;
>
> Name:
>
> Address:
>
> Phone number:
>
> Do you give consent for your personal details to be published and made available in the public domain:
>
> Are you attending the meeting in person to ask your question:
>
> Kind regards

enquiries
Saltash Town Council

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



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---

From: Andrew Windebank <lotus6133@gmail.com>
Sent: 25 October 2026 8:55 PM
To: enquiries <enquiries@saltash.gov.uk>
Subject: Request to ask Question @ Extraordinary, Planning and Licensing Committee - Tuesday 27th October 2026 6.30 pm

Dear P&L Committee,

I would like to ask the consultants for Aldi the following question in XX parts

"What measures are Aldi planning to ameliorate the increased traffic flow, and the resulting concerns of road safety of pedestrians, especially school children and the elderly, the increased pollution that increased traffic will produce, and the inevitable increase in traffic congestion, unless there are plans to widen the road carriageway, and if such plans are in consideration do they involve compulsory purchase?"

Yours faithfully,

Andrew P. Windebank.


Virus-free.www.avast.com

Appendix A

Submission of Questions, Representation and Evidence Form

Questions, **representations and evidence** must be submitted in writing using the form provided **three working days before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Name: Lt.Cdr B.A. Brooking M.B.E., J.P. B.A., M.A., R.N. (Rtd) **Address:** 17 Taylor Road, Saltash, Cornwall PL12 4LR **Contact details:** 01752 844050	**Date of submission:** 25th October 2026
Do you give consent for your personal details to be published and made available in the public domain, please circle below: **Yes or No**	
Are you attending the meeting in person to ask your question, please circle below: I hope to attend but if I am unable to please can it be read on my behalf Yes or No	
If your question relates to a Planning or Licensing Application, please confirm *the application number, name, address and whether you support or object.* No member of the public may speak for longer than three minutes: Aldi Consultation	
Question, Representations and Evidence: A question must be submitted in a clear and concise manner and may include representations and supporting evidence. Each person may submit only one question. No member of the public may speak for longer than three minutes. Please see attached	

May I give a response to the Aldi proposed plan for a supermarket on Burraton Field? I believe that I have a duty of care to protect the Saltash community from these proposals.

For the first part of my working life, I served in the R.N. and R.M. Commandos, including the 'front line'. I saw comrades killed and severely wounded. I picked up body parts of women and children. I saw what people can do to others. We protected communities.

Aldi appears to be hell-bent on making a profit at the expense of our community, i believe that Aldi is putting profit before people.

I have read the updated proposals. I believe that the document is flawed and in parts lacking integrity. For 30 years as a J.P. I had to justify my decisions. I will do so now.

The report says Aldi works and collaborates with the community. Not here. I suggest they work against the majority as shown in the results of your survey.

The report says they would invest over £10 million. Most of that would, of course, be for themselves to make a profit. Who are they to tell us where to re-invest their proposed £2 million, sweetener in public services?

The report says they will create approximately 40 new local jobs. That and any re-investment will not compensate for what we lose – and I would suggest a number would come from outside Saltash. It all comes down to profit before people.

The report cites the results of the public exhibition at Saltash Rugby Clubhouse on the 28th January. I attended most of the session and made my customary contemporaneous notes. It should have been a consultation. It was not. It was poorly done. The venue was too small for proper discussion, and so many of the hosts were inexperienced and unable to answer important questions, particularly about the loss of green space and traffic congestion. They were evasive. My notes indicated that over 90% of us were against the proposal. Feedback forms indicate a significant number were against. I can tell Aldi why so many were unsure. It is because they did not present the necessary facts properly – they evaded questions.

The report says they run additional traffic surveys. Are they concealing the results – which I expect to be adverse?

The report says Saltash is identified as having above average provision for public outdoor sports and children's play areas as they provide a 'wider context for considering the proposed loss of open space.' They take no account of the needs of older people, those with mobility issues, and do not drive. There is no alternative option, including the Aldi preferred option at Saltash School.

I would not like to live in Callington Road with heave lorry deliveries early and late. It would be disruptive and damaging. There is already evidence of house prices being adversely affected. Aldi will not mind. They do not live here.

This proposal is all about making money – turning a profit. I have no problem with that in general, but when it involves exploitation, especially involving the community's physical and mental health over open space and traffic congestion. It is greed.

I was proud to serve and defend our country when in uniform. If this proposal is accepted then I shall wonder whether it was worth it, and why my comrades and I bothered! Aldi and its representatives should be ashamed for even considering this proposal. If our Town and Cornwall Council approve, this unreasonable proposal would be a gross betrayal of our Saltash community.

There are precedents. Some years ago, Sainsbury's wanted to build on Kimberley field in Saltash. They lost. Aldi wanted a supermarket at Ivybridge. They lost. Let us send them packing!

Appendix A

Submission of Questions, Representation and Evidence Form

Questions, **representations and evidence** must be submitted in writing using the form provided **three working days before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Name: [redacted] **Address:** [redacted] **Contact details:** [redacted]	**Date of submission:** 25th October 2026
Do you give consent for your personal details to be published and made available in the public domain, please circle below: ~~Yes~~ or **No**	
Are you attending the meeting in person to ask your question, please circle below: I hope to attend but if I am unable to please can it be read on my behalf Yes or No	
If your question relates to a Planning or Licensing Application, please confirm the application number, name, address and whether you support or object. No member of the public may speak for longer than three minutes: Aldi Consultation	
Question, Representations and Evidence: A question must be submitted in a clear and concise manner and may include representations and supporting evidence. Each person may submit only one question. No member of the public may speak for longer than three minutes. Please see attached	

May I please respond to Aldi's updated proposal?

I live locally to Burraton field and indeed over the years have played there as a child and took our dogs there to walk them.

I am very concerned that we are going to lose half of this valuable space. This will put increased use on the rugby pitch. I know that the club already has a problem with dog fouling on the pitch – probably by a small minority of owners not picking up after their dogs. Before each game and training session, they must clear up the mess so that their players' health is not endangered. Don't forget they also have a youth section. Would you like your child to be playing there and fall in dog mess?

I notice from their proposal that they are suggesting that Saltash Community School field could be upgraded and made available to the public. I would like to bring a few points to their attention:

This is nearly 2 miles from Burraton field. How do they expect people to get there if they do not drive and have to rely solely on public transport. This is especially true of the elderly and disabled.

At present we can use Burraton field at any time of the day. At the school the hours will be restricted, to outside school hours.

During the winter months this means that if you wanted to use the school field say after 4 pm to walk your dog, get exercise etc., it will be getting dark. This is not a safe option for many and as a female I would feel very vulnerable in this situation.

Aldi are not replacing like with like for the community. They are more interested in their bottom line.

I say No to Aldi.

Appendix A

Submission of Questions, Representations and Evidence Form

Questions, **representations and evidence** must be submitted in writing using the form provided **three working days before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Suzie Williams, 2 North Park Villas Saltash PL12 6LP 07969 030340	**Date of submission: 24/10/2026**

Do you give consent for your personal details to be published and made available in the public domain, please circle below:

Yes

Are you attending the meeting in person to ask your question, please circle below:

Yes

If your question relates to a Planning or Licensing Application, please confirm the application number, name, address and whether you support or object:

My questions relate to the Public Consultation on the 28th October 2026 regarding Burraton Field.

Question, Representations and Evidence:

Question 1

Given the very close proximity of residential properties to the proposed development, what assessments have been undertaken of the potential impact on residents' wellbeing and quality of life? How will concerns relating to noise from deliveries, including early and late-night vehicle movements, extended opening hours, light pollution from external lighting, noise from refrigeration and air-conditioning units etc be addressed? What measures are proposed to shield neighbouring residential properties from these impacts?

Question 2

Given the constraints of Burraton Field including limited space, limited access to the site, the loss of valued green space, its proximity to residential housing, and the strength of local opposition. Can you explain why you feel this site is appropriate? Furthermore, can you provide reassurance that the site selection was not made primarily for its proximity to a competing supermarket business?

Appendix A

Submission of Questions, Representations and Evidence Form

Questions, **representations and evidence** must be submitted in writing using the form provided **three working days before the meeting** either by email to enquiries@saltash.gov.uk or sent to The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

Save Saltash Green Spaces	**Date of submission:** 25/10/2026
Do you give consent for your personal details to be published and made available in the public domain, please circle below: **Yes/No – Only the name of our organisation. Not the individual.**	
Are you attending the meeting in person to ask your question, please circle below: Yes	
If your question relates to a Planning or Licensing Application, please confirm the application number, name, address and whether you support or object:	
Question, Representations and Evidence: Question 1 A solicitor has twice advised Cornwall Council that the address on its Notice of Disposal is incorrect, rendering the notice invalid. Consequently, the existing Statutory Trust on the recreational ground remains in force. Given the 2023 Supreme Court ruling in Day v Shropshire, if Aldi exercises its Option to Buy, the Statutory Trust will be enforced against Aldi to maintain the site as a recreational ground. **Can you confirm that your legal teams have received copies of these formal warnings?** **Given that you risk buying a site you may be legally barred from developing, are you prepared to pause this application until the lawfulness of the council's disposal notice is fully resolved?** Question 2 You claim Saltash has an "overall surplus" of green space, but a town-wide average does not mean there is adequate green space in this specific area. In fact, the national Fields in Trust Green Space Index confirms that the community surrounding Burraton Field already faces a deficit. This field is a vital natural buffer between industry and residential areas and is essential for local health and wellbeing, pollution and noise control and biodiversity, yet you have targeted it anyway. At the previous consultation, your representative stated that Aldi has been seeking a suitable site in Saltash for 10 years.	

During those ten years what exhaustive efforts did you actually make to secure a brownfield or industrial location instead of a community green space?

Can you name the specific alternative sites you considered, and tell us why you think building a supermarket on a vital neighbourhood field is a justifiable alternative to using brownfield land?

Question 3

Your consultation shows that out of 1,500 respondents, only 33% support this proposal and the clear majority oppose it. The high number of 'unsure' responses proves you failed to communicate the project's impacts clearly.

Did you track how many supportive comments came from actual Saltash residents who want a store on this specific site rather than the wider area of the town?

Your own report states that loss of green space and increased traffic are the community's top concerns. Given that the majority rejected your plans based on these issues, why have you made no changes to your proposals and are therefore ignoring the community you claim to want to serve?

Question 4

Your presentation claims your store at this location COULD (not will) reduce traffic in the area, proving your model is based on guesswork. You assume shoppers will bypass existing local supermarkets to shop only at Aldi. This ignores the massive influx of traffic from Treledan and outlying areas, which will actually increase pressure on Carkeel, Callington Road, Burraton Cross and Pillmere junctions.

What evidence does your traffic survey provide to prove this store will not negatively impact these already highly pressured roads and junctions?

What data and monitoring evidence can you provide to substantiate your claims and how have you concluded that an additional major supermarket will reduce overall traffic?

Over what specific period was your traffic survey conducted and did it account for holiday traffic, seasonal peaks and routine tunnel and bypass closures?

Question 5

You claim this site is easily accessible by foot, yet pavements are too narrow to safely accommodate pushchairs, wheelchairs, and mobility scooters, and pedestrians are forced into the road just to pass each other. By building over Burraton Field, you are destroying a safe, traffic-free walking route residents have to existing sites. Under Cornwall's Healthy Streets principles, walking must feel safe.

How can you claim this site is easily accessible by foot when the existing infrastructure is dangerously inadequate even before you add parking for 100+ cars and multiple HGV deliveries?

Appendices: Solicitor Letters to Cornwall Council dated 5/6/2026 and 18/8/2026

RICHARD BUXTON
solicitors
environmental • planning • public law

01223 328933
ptaylor@richardbuxton.co.uk
wwebb@richardbuxton.co.uk

Cornwall Council
County Hall
Treyew Road
Truro
TR1 3AY

Our ref:
Your ref:

05 June 2026

For the attention of: Planning Department; Legal Department

BY FIRST CLASS POST AND EMAIL: planning@cornwall.gov.uk

Dear Cornwall Council,

Re Burraton Sports Field, Saltash PL12 4HJ ('the Site')

1. We are instructed by

2. We are writing in relation to the proposed disposal by Cornwall Council of Land on the Westside of Callington Road, Saltash (identified under LR Title number CL233242). The Site is currently open space used for recreation. Our client's understanding is that Cornwall Council have granted an option to Aldi to purchase the Site and that the option will be exercised once Aldi obtain planning permission for a supermarket on the Site.

3. Although Aldi has started pre-application consultations, no application has yet been submitted. However, according to a Council's Officer Report to Corporate Finance & Performance Cabinet dated 29 August 2024, the Council has indicated the loss in recreation space will be made up elsewhere via s106 obligation payments.

Background

4. In 1938, land described as the "Field at Burraton" was bought by Saltash Borough Council. A later lease of part of this land refers to a conveyance dated 13 September 1938 between William Smith and Others and The Mayor Alderman and Burgesses of the Borough of Saltash.

5. The Saltash Borough Council minutes of 8th March 1938 state:

> "*the Town Clerk reported the receipt of the following sum from the Minister of Health....£1150 repayable in 60 years for the purchase of Field at Burraton. £400 repayable in 7 years for works of Private Street Improvement*".

6. The Saltash Borough Council minutes of 9th August 1938 state:

Dale's Brewery, Gwydir Street, Cambridge CB1 2LJ
T 01223 328933 E law@richardbuxton.co.uk W www.richardbuxton.co.uk
Authorised and regulated by the Solicitors Regulation Authority No. 74899. Details of staff and partners are on our website.

".....loan of £1550 for the purpose of Private Street Improvement and the purchase of land for the purpose of the Physical Training and Recreation Act, 1937"

7. The loan amount is exactly equivalent to that minuted on 8 March 1938. Both clearly relate to the Field at Burraton.

8. In 1997 (and possibly earlier) half of the Field at Burraton was leased to the local rugby club. This lease was renewed in 2024 for a further 50 years.

9. In 2007 the Field at Burraton was registered:

a) The part leased to the rugby club was registered (leasehold) under LR title CL383880. The title is referred to as "The Leasehold land demised by the lease referred to below which lies within the area shown edged with red on the plan of the above Title filed at the Registry and being Clubhouse and Burraton Field Moorlands Lane, Saltash

b) The remaining was registered under LR title CL233242 and is described as "Land on the west of Callington Road, Saltash." The only authorised entrance to this land is from Callington Road.

10. The Site is the land registered under LR title CL233242.

11. In 2020, Cornwall Council sold an old lavatory block which had been part of title CL233242. It was registered under a separate title number of CL358754. The description was Land on the west side of Callington Road (Saltash).

12. In 2021 a planning application PA21 02703 was submitted for the redundant toilet block. The address on that application was "Cornwall Council Public Conveniences, Callington Road, Saltash, Cornwall, PL12 6LW",

13. Aldi are seeking to deliver a new food store in Saltash. The site is located on land to the west of Callington Road in Saltash according to Aldi's own Community Consultation document.

14. As noted above, on 29 August 2024, a Council's Officer Report to Corporate Finance & Performance Cabinet indicated that the loss in recreation space will be made up elsewhere via s106 obligation payments.

15. On 9 and 16 July 2025 Cornwall Council published notices of the proposed disposal referring to the Aldi Option to buy site. The Notice contains the address "Burraton Sports Field, Burraton, Saltash, PL12 4HJ".

Submissions

16. The available documents from 1938 indicate a clear intention to provide land for recreational purposes and the Site is therefore held by Cornwall Council as a Statutory Trust.

17. The Council can only dispose of land held under a statutory trust by following certain statutory requirements as well as its own decision making rules. In particular, sections 123(2A) and (2B) of the Local Government Act 1972 provide that before disposing of land which is subject to a statutory trust, the relevant council must advertise their intention to do so in the local newspaper for two consecutive weeks. They must then consider any objections to the proposed disposal that they receive. If the council disposes of land having complied with that procedure, then the land is freed from any public trust.

18. The Supreme Court has ruled on what happens when a local authority disposes of land which is subject to a statutory trust but fails to comply with the statutory requirements- R (oao Peter Day) v Shropshire Council and others [2023] UKSC 8. The Supreme Court held that the rights enjoyed by the public under the statutory trust are only extinguished if the local authority complies with the consultation requirements set out in s. 123 LGA 1972. Furthermore, in so far as the public's rights in the land continue to exist, these rights remain enforceable against the purchaser.

19. Cornwall Council has attempted to follow the notification process set out in s123(2)A of LGA. However the land referred to in the section 123 Notice of Disposal is not the Site.

20. Although the Site is part of what was originally the "Field at Burraton", the Site is only part of that larger area which has been divided up as set out above. The Site itself is not referred to as Burraton Sports Field (the description in the s123(2)A Notice). It is believed that it has not been known as Burraton Sports Field since at least 2007 (when the Site was registered) and possibly since when the Rugby Club first took its lease.

21. The address used in the notice is wrong. The postcode applies to other addresses in Moorlands Lane, including the rugby clubhouse, but it does not apply to the plot on which Aldi have an Option to buy.

22. Our client has requested a copy of the Option to Buy as agreed between Cornwall Council and Aldi to check the description/address of the site used in that Option to buy but is yet to be provided with one. That request is now repeated.

23. The use of the incorrect address vitiates the notification such that s123(2)A has not been complied. In accordance with Day v Shropshire the rights enjoyed by the public

under the statutory continue to exist and remain enforceable against the proposed purchaser Aldi.

24. We should also point out that to date, we have found no Council minutes of a resolution authorising the proposed disposal, There appears to be no further resolution in committee in relation to the option to purchase as anticipated by the Officer's Report in August 2024. There appears to have been no declaration that the land is surplus to requirements. We note that concerns have been raised by Saltash Town Council about the process and the lack of consultation. If there is documentation relating to the declaration and proposed disposal, please could you provide copies by return.

25. Please also confirm that Aldi Stores Limited has been notified of the matters raised in this letter.

Yours faithfully

RICHARD BUXTON SOLICITORS

Cc:

ALDI STORES LIMITED (02321869)
Holly Lane
Atherstone
Warwickshire
CV9 2SQ

samuel.solden@cavendishconsulting.com
alexandra.nchidwuor@cavendishconsulting.com
anna.clemenson@bursonglobal.com
aldi@consultation-online.co.uk

RICHARD BUXTON

environmental planning public law

01223 328933
ptaylor@richardbuxton.co.uk
wwebb@richardbuxton.co.uk

Our ref:
Your ref: HJF/079028

18 August 2026

Cornwall Council
County Hall
Treyew Road
Truro
TR1 3AY

For the attention of: Catriona Smith; Property Services

BY EMAIL: Catriona.smith@cornwall.gov.uk

Dear Cornwall Council,

Re Burraton Sports Field, Saltash PL12 4HJ ('the Site')

1. Thank you for your letter of 16 July. We remain instructed

The Notice of Disposal under Section 123 of the Local Government Act 1972

2. You have responded to the concerns raised by stating that

> *"the notices were served and were sufficiently clear in specifying the land in question (including the availability of a plan of the land, a description and being transparent that it was an open space field)."*

3. The address contained in the Council's Section 123 (2A) Notice of Disposal is "Burraton Sports Field, Burraton, Saltash PL12 4HJ"

4. Although you state that the Council's Section 123 Notice of Disposal accurately identified the site, we disagree for the following reasons:

   a) The description in Aldi's Option to Buy is "land on the west side of Callington Road, Saltash." This is also how the site is described in the Land Registry Title Deeds. This is a completely different description to the site referred to in the Council's Notice of Disposal. The only word both addresses have in common is "Saltash". There is no postcode referred to in the description. No reasonable person would read the Notice of Disposal and wonder whether it applied to the recreation ground. If, as you suggest, the site is accurately identified in the Council's Notice of Disposal, why is there a different address in Aldi's Option to Buy?

   b) A reasonable person might well instead believe that the Council's Notice of Disposal refers to the rugby club ground because:
      a. The post code for the rugby ground is PL12 4HJ
      b. The rugby ground is "open space"

   c) The notice refers to the PL12 4HJ post code. This post code applies to Moorlands Lane whereas the site subject to Aldi's Option to Buy is not in Moorlands Lane but

in Callington Road, some distance away. If the site did have a postcode, it is unlikely to be PL12 4HJ.

5. We have obtained a draft version of the Release of Burraton Fields Saltash Report, (attached) in which it is stated that

> *"Cornwall Council's legal team will not permit contract exchange without evidence that Section 123 requirements have been fulfilled."*

6. We request that the concerns that we have raised be passed to them.

The Declaration that the Site is Surplus.

7. The draft Release of Burraton Fields Saltash Report explains that:

> *"Ordinarily, a site is formally declared surplus before any disposal activity begins" ….. "In the case of the Burraton site, it had not been declared surplus when Aldi first approached Cornwall Council expressing interest."*

8. The report makes it clear that there is interest in the use of the site for recreation and that a further lease to the rugby club had been proposed (indeed a letter of intent confirming an intention to continue renting the whole field had been sent by the Council to the Rugby Club. This was withdrawn after Aldi registered its interest. Nevertheless the rugby club remains interested on taking on the land if the opportunity arises.

9. The Council's position in this document is that the land is not currently considered to be surplus at all. Instead, the site will only become (and be declared) surplus if Aldi obtains planning consent.

10. This point is not made clear in the Release of Burraton Field, Saltash Report which simply recommends that:

> *"subject to the terms of the Option/Conditional Contract being satisfied, the Property is declared surplus and disposed of in accordance with the terms set out in exempt Appendix 2 to the report."*

11. The Release of Burraton Field, Saltash Report also makes it clear that there is no guarantee that approval of the planning application will result in satisfactory replacement recreational provision:

> *"Sport England is a statutory consultee for planning applications and would need to be satisfied that reprovision of sports facilities in the area was not compromised in order to support the grant of planning consent for development of the site, although it is a consultee only and the requirement around planning conditions or planning obligations via a S106 planning agreement in respect of reprovision or improvement of suitable facilities in the local area is a matter of the planning process."*

12. In short, it is possible that the planning application will be approved and Aldi could exercise the Option to Buy the site without adequate alternative provision being provided. In those circumstances, it could not be said that the site is truly surplus.

Nevertheless that is what the Council has decided in its decision dated 10 September 2024.

Conclusion

13. In summary, we have reviewed your response with our client and there is nothing in your response which changes our position. It is not disputed that the site is held under a Statutory Trust and for all of the above reasons, it remains our view that the Notice of Disposal is invalid as it does not adequately identify the land to be disposed of.

14. There are also serious concerns about whether the land is truly surplus (it is not at present) and whether the approach taken by the Council is lawful.

15. As s123(2)A has not been complied with, it remains our position that in accordance with Day v Shropshire the rights enjoyed by the public under the statutory trust continue to exist and will remain enforceable against the proposed purchaser Aldi even if the purchase takes place.

16. We would be grateful if you would acknowledge receipt of this letter and provide your response in due course. When responding please could you also please provide a copy of the Council's procedure for disposal of assets?

17. As before, please also confirm that Aldi Stores Limited has been notified of the matters raised in this letter.

Yours faithfully



RICHARD BUXTON SOLICITORS

cc Aldi

samuel.solden@cavendishconsulting.com
alexandra.nchidwuor@cavendishconsulting.com
anna.clemenson@bursonglobal.com
aldi@consultation-online.co.uk

[redacted]

Subject: Aldi rejected,

[redacted]

Hello,
To whom has authority on the matter.
It's with great sadness that Aldi is still being able to put their case forward for a store in Saltash. It's very disrespectful to the people.

Unfortunately I'm able to attend to put my views across personally, therefore I'd like to express them through this email to be voiced. An objection.
The reasons below:-

> We need more green spaces, more trees, plants biodiversity. We need not have more land developed, has the weather and floods been on anyone's minds recently?
> Why is it happening?
> More development is not something that should be on our minds unless
> to STOP it in its tracks, it will increase pollution, frustration,
> local small businesses will suffer further, more traffic that's
> already a big issue (how the nearby housing estates and industrial
> estates near Costa, Lidl, home bargains has been developed is surely
> a reason enough to raise concerns, do we really need another green
> space ruined)
>
> Should Aldi want to bring their business to Saltash or any other area,
> the only consideration should be taking an existing building over and perhaps paying the council rent for it. This will then keep more money local and NOT build on green spaces we need. (surely local people with small local independent shops is what would be more beneficial to Saltash, keep money in the local pocket and giving locals ultimately more working opportunities and long term security reducing pollution and traffic and keeping our green spaces and ideally expanding upon them) The location in itself is just not suitable, the road is already congested and to suggest then taking over a green site is appalling, the planning department should reject it on those grounds alone with their conscious then clear.
>
> More pollution.
> More frustration.
> More traffic and congestion.(on the main road and all side roads as
> traffic will then start using them for cut through's to to avoid main congested routes) More noise.
> Loss of local small business. (Ultimately less employment or local business owners in the town).
> Using up green spaces. (We need more introduced not taken away) More
> environmental disasters.
> Locals need not more development but the complete opposite.
> Taking land away from better and more environmentally friendly uses and purposes.
> Saltash has already become overdeveloped like many areas (perhaps
> Saltash town council can start leading the way, let's protect our environment) The road structure and location can not support the proposal even it was something needed in the area.
> There are far more other uses for the site that would benefit the environment, humans, flora and fauna.

> The decision must not be a financial one, once the green space has gone that's it. It's up to us to keep them and make better use of such areas.
> Any proposals for development on green spaces should be automatically rejected.
>
>
> Please let's consider the environment first and foremost the locals who live in the area need more green spaces, allotments, community outdoor areas to decompose NOT more development, our world is suffering because of us, let's really start doing something about it. [redacted]

[redacted]

Subject: Aldi Proposal

[redacted]

After reading the updated proposal for the Aldi store in Saltash I have many questions remaining;

How will the actual development of the site take place without causing utter chaos along Callington Road, there are houses on either side of the site and the Rugby pitch behind, how can the works be completed without impacting the use of the road, has there been a thorough plan as to how this will be achieved?

Burraton Field is on higher ground than the pavements/Callington Road, will the entire site be lowered and levelled or will the entrance to the carpark be on a slope? Has this been considered for icy conditions?

The updated proposal mentions Aldi funding an all weather football and rugby pitch near the secondary school as a way of compensating for the loss of Burraton Field, can you explain how a sports field with very limited public access is equivalent to a genuine green space which is used by people of all walks of life, occasional sports matches, dog walkers, group walks, mental health walks Burraton field acts as a clean air buffer for a highly congested area, it provides green space for the locals, a habitat for wildlife which is in desperate need and cannot be replaced by a sports field further away

How many cars are estimated to fit into the right hand turn only lane they have added to the plans, due to the location of the entrance even with a dedicated turning lane the cars will still come to a standstill waiting to enter the turning lane, thus blocking the flow of traffic coming from the roundabout Callington Road is already highly congested and any further traffic disruption will bring Saltash to a standstill

Do you think its acceptable to imply that because Saltash has an above average level of green spaces, we should accept the loss of a much used and much needed buffer from congestion and traffic fumes, in an ever worsening climate crisis which includes air quality, wildlife habitat provision and open green space the public can use freely Part of what makes Saltash great is its green spaces and small town feel, the degradation of a green space over a brown site is simply unacceptable in 2026 Once the space is gone it is gone forever

Lindsay Mansfield

From: melony skeldon <melonyskeldon@yahoo.co.uk>
Sent: 26 October 2026 11:48
To: enquiries
Subject: Re: Extraordinary Planning & Licensing Committee Meeting

Hi my details are,

Melony Skeldon

88 Grassmere Way
Pillmere
Saltash
PL12 6YU

I give my consent for my details to be available but I am not sure if I will be able to attend the meeting. I will try to be there

Regards

Melony Skeldon

Sent from Yahoo Mail for iPhone

On Monday, October 26, 2026, 9:57 am, enquiries <enquiries@saltash.gov.uk> wrote:

> Good morning
>
> Thank you for submitting your question for the Extraordinary Planning and Licensing Committee meeting to be held on Tuesday 27 October 2026.
>
> It is the Councils policy that a Public Question form is submitted, however we understand there may have been a technical issue with the online form, therefore on this occasion we are willing to accept the question on the understanding that the additional information requested below is provided to us no later than 12 noon today, 26 October 2026;
>
> Name:
>
> Address:
>
> Phone number:
>
> Do you give consent for your personal details to be published and made available in the public domain:
>
> Are you attending the meeting in person to ask your question:
>
> Kind regards

enquiries
Saltash Town Council

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



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be required to disclose this email under the Freedom of Information Act 2000, unless the information in it is covered by one of the exemptio

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From: melony skeldon <melonyskeldon@yahoo.co.uk>
Sent: 25 October 2026 8:32 PM
To: enquiries <enquiries@saltash.gov.uk>
Subject: Extraordinary Planning & Licensing Committee Meeting

Hi

My question regards the applicant-funded traffic surveillance for this development. As local residents who use these roads daily, we know firsthand that the existing traffic volume is already critical. [redacted]

Furthermore, what robust sequential assessments have been undertaken to prove that ALDI cannot find a more appropriate alternative site in the area that does not impose such a severe transport impact on our existing road network or green spaces.

Kind Regards

Melony Skeldon

Sent from Yahoo Mail for iPhone

Lindsay Mansfield

From: Teresa Lindeyer <teresalindeyer@hotmail.co.uk>
Sent: 26 October 2026 10:04
To: enquiries
Subject: RE: Question for meeting on Tuesday 27 October 2026

OK thanks, please see below

From: enquiries <enquiries@saltash.gov.uk>
Sent: 26 October 2026 09:58
To: Teresa Lindeyer <teresalindeyer@hotmail.co.uk>
Subject: Re: Question for meeting on Tuesday 27 October 2026

Good morning

Thank you for submitting your question for the Extraordinary Planning and Licensing Committee meeting to be held on Tuesday 27 October 2026.

It is the Councils policy that a Public Question form is submitted, however we understand there may have been a technical issue with the online form, therefore on this occasion we are willing to accept the question on the understanding that the additional information requested below is provided to us no later than 12 noon today, 26 October 2026;

Name: Teresa Lindeyer

Address: 4 Higher Port View

Phone number:07971538606

Do you give consent for your personal details to be published and made available in the public domain: yes

Are you attending the meeting in person to ask your question: no

Kind regards

Saltash Town Council

enquiries
Saltash Town Council

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



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From: Teresa Lindeyer <teresalindeyer@hotmail.co.uk>
Sent: 26 October 2026 7:51 AM
To: enquiries <enquiries@saltash.gov.uk>
Subject: Question for meeting on Tuesday 27 October 2026

The two Aldi reps I spoke to at the public engagement session at the rugby club had never before set foot in Saltash and were unaware that there are only two routes into and out of Saltash: the bridge and Carkeel roundabout. Almost daily, traffic is at a standstill along Callington Road – one of the exit routes and site of the proposed Aldi – and at the busiest time of the day (between 3.30–5pm) it can take up to an hour to drive from cross from the crossroads (New Rd/Callington Rd) along Callington Road to the A388 (or vice versa).

Adding a further bottleneck into that route means we are absolutely trapped in Saltash, especially when the bridge is backed up as well. We literally can't get anywhere.

I would like to ask:

When, specifically – and I mean days and time periods – were the traffic assessments carried out and what were their findings? How were these impact reports independently verified and by whom?

I would like to assume that the assessments were carried out over a variety of days and times in order to gain a true understanding of the actual impact on residents.

NB: I am unable to attend the meeting as I will be away, but I would appreciate this question being posed on my behalf.

Many thanks,

Teresa Lindeyer

Lindsay Mansfield

From: enquiries
Subject: FW: question to be submitted for 27th October 2026

Sean Smith

Oak Meadow
Merrymeet
Liskeard
PL12 3LP

Happy for details to be in public domain

Will be attending the meeting.

From: Sean Smith <sean@feeltheheatuk.com>
Sent: 26 October 2026 11:27
To: enquiries <enquiries@saltash.gov.uk>
Subject: Fwd: question to be submitted for 27th October 2026

From: sean@feeltheheatuk.com
Date: 24 October 2026 at 13:40:00 BST
To: Councillor Sean Smith <Cllr.Sean.Smith@cornwall.gov.uk>
Subject: ref speech Burraton field

I want to ask

with two questions.



My second question is to the representatives of Aldi:

Having heard the strength of local feeling, the history of this land and the concerns about traffic and the loss of recreational space, will Aldi seriously consider alternative sites in Saltash rather than continuing to try and pursue development on Burraton Field?

Thank you, Chairman.

Please can you confirm you recived this

Kind regards

Sean Smith

Director

01579 340505

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Lindsay Mansfield

From: William.ryan <william.ryan621@btinternet.com>
Sent: 26 October 2026 15:58
To: enquiries
Subject: Aldi meeting

Name Bill Ryan
Address 7 clear view saltash
Tel no 01752 843565

I wish to submit the following for the meeting on Tuesday at the Wesley Church. I will attend the meeting and put my question in person. I have no objection to my details being made known.

Once again, the residents of Saltash are being asked to rally around to save and protect their green spaces.

Not many years ago, supermarket Sainsbury's was seen off in their attempt to acquire land in the centre of the town on Warfelton field. No Aldi is attempting the same tactic. These outlets have all but destroyed our town centres now they seek to build on our green spaces. This is a dangerous precedent.

They aim to offer customer choice. With three such outlets in the local vicinity is there any need for yet another one. Should this site be developed there will be no choice for local users. it will be lost forever, their property values badly hit. Will they be compensated?

Society is becoming ever aware of the pernicious effects of social media on our young people. Providing them with alternative activities such as team sports and areas to burn off their energy is surely to be encouraged. Not all open spaces in Saltash are available for this type of activity. Nor are they evenly distributed. Where is a similar site to be found in the vicinity?

There is talk of an all weather pitch: these are costly to hire, maintain and repair, they require management and advanced booking. They do not cater for the person who simply wants to walk their dog after work, young lads wanting a scratch game of football/ cricket or families a picnic area in summer. Nor do these facilities accommodate all types of sport.

The alternative site being considered for this is the local Comprehensive situated at the far edge of town . It has no changing or toilet facilities. Access is limited for both cars and pedestrians.

I am not against Aldi but consider the proposal badly located. I urge a rethink.

Bill Ryan is

Sent from my iPad

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Personnel Committee held at the Guildhall on Thursday 29th October 2026 at 6.30 pm

PRESENT: Councillors: R Bullock (Vice-Chairman), L Mortimore (Chairman), P Samuels, B Stoyel and M Johns.

ALSO PRESENT: S Burrows (Town Clerk / RFO)

APOLOGIES: J Peggs.

37/26/27 CIVILITY AND RESPECT PLEDGE REMINDER.

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

38/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

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

39/26/27 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 received.

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

   None received.

40/26/27 **TO RECEIVE AND APPROVE THE MINUTES OF THE PERSONNEL COMMITTEE HELD ON 25 JUNE 2026 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.

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Stoyel and **RESOLVED** that the minutes of the Personnel Meeting held on 25 June 2026 were confirmed as a true and correct record.

41/26/27 **TO REVIEW THE PERSONNEL BUSINESS PLAN DELIVERABLES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE;**

It was **RESOLVED** to note.

42/26/27 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

43/26/27 **TO CONSIDER HEALTH AND SAFETY REPORTS AS MAY BE RECEIVED.**

Nothing to report.

44/26/27 **TO RECEIVE THE PERSONNEL COMMITTEE BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Finance Officer provided Members with an update on the budget statement, as circulated within the reports pack.

It was **RESOLVED** to note.

45/26/27 **TO RECEIVE A RECOMMENDATION FROM THE POLICY AND FINANCE COMMITTEE AND CONSIDER ANY ACTIONS.**

Following a unanimous vote, it was proposed by Councillor P Samuels, seconded by Councillor Bullock and **RESOLVED** to approve the Policy and Finance recommendation to allocate staff training expenditure for health and safety and fire safety support services to budget codes 6682, 6656, and 6676.

46/26/27 **TO RECEIVE THE LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2026/27 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received the report contained within the circulated reports pack detailing the increase for National Joint Council (NJC) pay points for the year 2026/27.

The Chairman provided an overview of the report.

Following a unanimous vote, it was proposed by Councillor P Samuels, seconded by Councillor Stoyel and **RESOLVED** to accept and implement the NJC pay award for the year 2026/27 as follows:

1. An increase of 3.3% on all NJC pay points, including 50 and above;

2. Back dated with effect from 1 April 2026;

3. To note the 2026/27, pay award means the NJC pay point 5 now complies with the Real Living Wage threshold of £14.35 per hour.

47/26/27 **TO SET THE PERSONNEL COMMITTEE BUDGET FOR THE YEAR 2027/28 RECOMMENDING TO THE POLICY AND FINANCE COMMITTEE.**

The Finance Officer presented to Members the Personnel Committee budget for the year 2027/28.

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Johns and resolved to **RECOMMEND** the Personnel Committee budget statement for the year 2027/28 as attached, to the Policy and Finance Committee meeting to be held on 24 November 2025, inclusive of the following amendments:

Operating Expenditure

1. To vire unspent funds from budget code 6654 ST PE Staff Welfare to 6691 ST PE EMF Legal and Professional Fees (Staffing) subject to there being an unspent balance available at the end of the year;

Staffing Costs

2. To vire any unspent salary costs to contingency codes subject to there being an unspent balance available at the end of the year.

The Finance Officer left the meeting.

48/26/27 **TO REVIEW PROVISION FOR FLU AND COVID VACCINES FOR TOWN COUNCIL STAFF AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Following a unanimous vote, it was proposed by Councillor Stoyel, seconded by Councillor Mortimore and **RESOLVED:**

1. To approve the provision of flu and COVID-19 vaccinations for all staff, with delegated authority to individual line managers to approve reasonable associated costs from budget code 6654 Staff Welfare.

2. To approve permanent delegated authority to the Town Clerk to notify line managers at the appropriate time each year that provision for flu and COVID-19 vaccinations is available within the approved budget, subject to the Town Council making an annual budget provision for this purpose.

49/26/27 **TO REVIEW TEAM COMPLIMENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members were pleased to receive further complimentary feedback regarding staff performance and expressed their appreciation for the team's continued professionalism and excellence in delivering services on behalf of the Council.

It was **RESOLVED** to note.

50/26/27 **TO RECEIVE A REPORT ON THE ARMED FORCES EMPLOYER RECOGNITION SCHEME BRONZE AWARD AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received the report contained within the circulated reports pack offering a detailed review of the requirements for achieving the Armed Forces Employer Recognition Scheme Bronze Award.

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Stoyel and **RESOLVED:**

1. To delegate to the Administration Officer to complete and submit the application for the Armed Forces Employer Recognition Scheme (ERS) Bronze Award on behalf of the Town Council;

2. To delegate to the Office Manager to take all necessary actions to ensure the Town Council maintains compliance with the requirements of the Bronze Award accreditation;

3. To add the Armed Forces Employer Recognition Scheme Bronze Award to the Personnel Committees business plan deliverables.

51/26/27 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Johns and **RESOLVED** 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 and in accordance with Saltash Town Council Standing Orders and Terms of Reference.

The Chairman informed Members that the meeting is now in Part Two.

The Chairman reminded Members that items discussed are of the **strictest confidence** and must **not** be discussed or shared with others. Engaging in such conduct may bring the Town Council into disrepute.

Members are to refrain from taking notes in part two confidential session and to refer to the private and confidential reports provided.

All Members are subject to GDPR, Data Protection Regulations and the Code of Conduct.

Please ensure all CONFIDENTIAL papers are returned to the Town Clerk immediately after this meeting.

52/26/27 **TO RECEIVE AND APPROVE THE MINUTES OF THE PRIVATE AND CONFIDENTIAL PERSONNEL COMMITTEE HELD ON 25 JUNE 2026 AS A TRUE AND CORRECT RECORD.**

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Bullock and **RESOLVED** that the minutes of the Private and Confidential Personnel Meeting held on 25 June 2026 were confirmed as a true and correct record.

53/26/27 **TO RECEIVE REPORTS ON STAFF TRAINING AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE:**

a. Training attended;

It was **RESOLVED** to note.

b. Training requested;

The Chair confirmed there were no training requests to consider.

54/26/27 **TO RECEIVE A REPORT ON WORKPLACE HEALTH SURVEILLANCE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Following a unanimous vote, it was proposed by Councillor P Samuels, seconded by Councillor Stoyel and **RESOLVED:**

1. To appoint Company B to undertake a workplace health surveillance at a cost of £585 to be allocated to budget code 6654 Staff Welfare.

2. To grant permanent delegated authority to the Town Clerk to arrange workplace health surveillance at the appropriate intervals, subject to the Town Council making an annual budget provision for this purpose.

55/26/27 **TO RECEIVE A STAFFING REPORT FROM THE TOWN CLERK AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Stoyel and **RESOLVED** to ratify the issuance of a private and confidential letter to the relevant staff member, due to the confidential nature of the matter. The letter is to be retained for internal audit purposes, with further details recorded in the confidential Personnel Committee minutes dated 29 October 2026.

Following a unanimous vote, it was proposed by Councillor Johns, seconded by Councillor P Samuels and resolved to **RECOMMEND** to Full Town Council that the operational hours of the Town Council's Services Department during the winter period be amended to coincide with the seasonal clock changes, from the end of October to the end of March, from 9:00am to 5:00pm to 8:30am to 4:30pm. This amendment is proposed to reduce the requirement for staff to undertake outdoor duties during the hours of darkness throughout the winter months.

It was **RESOLVED** to note the remainder of the staffing report.

56/26/27 **TO RECEIVE FLEXIBLE WORKING REQUESTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Following a unanimous vote, (4 in favour, 0 against, 1 abstentions) it was proposed by Councillor P Samuels, seconded by Councillor Mortimore and **RESOLVED** to the issuance of a private and confidential letter to the relevant staff member, due to the confidential nature of the matter. The letter is to be retained for internal audit purposes, with further details recorded in the confidential Personnel Committee minutes dated 29 October 2026.

Following a unanimous vote, it was proposed by Councillor Johns, seconded by Councillor P Samuels and **RESOLVED** to the issuance of a private and confidential letter to the relevant staff member, due to the confidential nature of the matter. The letter is to be retained for internal audit purposes, with further details recorded in the confidential Personnel Committee minutes dated 29 October 2026.

57/26/27 TO RECEIVE AND NOTE AN UPDATE ON THE APPOINTMENT OF SOUTH WEST COUNCILS.

The Town Clerk provided Members with an update on the organisational review and pay and grading exercise being undertaken by South West Councils.

It was **RESOLVED** to note.

58/26/27 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

59/26/27 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Bullock and **RESOLVED** that the public and press be re-admitted to the meeting.

60/26/27 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

Following a unanimous vote, it was proposed by Councillor Mortimore, seconded by Councillor Johns and **RESOLVED** to issue a press and social media release on the Armed Forces Employer Recognition Scheme Bronze Award.

DATE OF NEXT MEETING

Thursday 25 February 2027 at 6.30 pm

Rising at: 8.11 pm

Signed: _____
Chairman

Dated: _____

Personnel Committee - Personnel Budget 2026-27
Saltash Town Council
For the year ended 31 March 2027

Black text - budget assumptions
Red text - Further Actions (To Be Agreed)
Purple text - new codes
Blue text - recommend virements

Account	Prior Year 2025/26	Budget Including Virements 2026/27	Actual YTD 2026/27	Budget Available 2026/27	Precept 2027/28	Notes	Budget 2028/29	Budget 2029/30	Budget 20230/31	Budget 2031/32
Personnel Operating Expenditure										
Personnel Expenditure										
6654 ST PE Staff Welfare	801	7,222	3,147	4,075	7,496	80% Waterside cabin rental £5,556 (20% to remain in Services 6525 SE Pontoon Accomodation) Annual Health Surveillance £700, Eyecare vouchers £190, Vaccinations & Flu jabs £300. Other £750 Recommend virement of unspent budget at year end to 6691 ST PE EMF Legal & Professional Fees (Staffing)	7728	7968	8215	8470
6660 ST PE Staff Recognition	75	250	0	250	250	Current Budget (no increase)	250	250	250	250
6662 ST PE HR Professional Fees	12,124	11,552	6,026	5,527	1,846	BrightHR £936 (renewal Jul 28), DBS certs £360, HR Support provided by SW Councils £500 + 10%	1903	1962	2023	2086
6686 ST PE Health Care Costs (funded by employee)	0	0	917	(917)	0	No budget required as self funded by employees	0	0	0	0
Total Personnel Expenditure	**13,000**	**19,024**	**10,090**	**8,934**	**9,592**		**9,881**	**10,180**	**10,488**	**10,806**
Training Costs										
6656 ST PE Staff Training	7,579	13,764	4,995	8,769	10,000	Reduce current budget to £10,000 (Based on last 4 year average £8,906)	10310	10630	10960	11300
Total Training Costs	**7,579**	**13,764**	**4,995**	**8,769**	**10,000**		**10,310**	**10,630**	**10,960**	**11,300**
Staffing Costs						**Estimated Salary Budget left 2026/27 £115,496 (As at 30-09-26)** **Recommend Virement of any unspent salary costs to contingency codes at year end**				
Library Staffing Costs	136,479	169,564	80,737	88,827	176,489	NJC 2026/27 scale + 5%	181960	187601	193417	199413
Guildhall Staffing Costs	399,159	531,901	232,824	299,077	561,440	NJC 2026/27 scale + 5%	578845	596789	615289	634363
Services Staffing Costs	285,957	290,819	113,464	177,355	301,161	NJC 2026/27 scale + 5%	310497	320122	330046	340277
Total Staffing Costs	**821,595**	**992,284**	**427,025**	**565,259**	**1,039,090**		**1,071,302**	**1,104,512**	**1,138,752**	**1,174,053**
Other Staffing Cost										
6652 ST PE Employers Pension - Monthly Fee	500	0	0	0	0	Confirmed by Cornwall Pension Fund no fee for 3 years to 2028/29	0	0	0	0
6659 ST PE Civic Roles	775	800	200	600	800	Budget allows for 6 Events + 2 unplanned	0	0	0	0
Total Other Staffing Cost	**1,275**	**800**	**200**	**600**	**800**		**0**	**0**	**0**	**0**
Total Personnel Operating Expenditure	**843,449**	**1,025,872**	**442,310**	**583,562**	**1,059,482**		**1,091,493**	**1,125,322**	**1,160,200**	**1,196,159**
Total Personnel Operating Surplus/ (Deficit)	**(843,449)**	**(1,025,872)**	**(442,310)**	**(583,562)**	**(1,059,482)**		**(1,091,493)**	**(1,125,322)**	**(1,160,200)**	**(1,196,159)**
Personnel EMF Expenditure										
6691 ST PE EMF Legal & Professional Fees (Staffing)	0	10,162	813	9,350	0	No increase required	0	0	0	0
6694 ST PE EMF Staff Contingency (P&F)	16,375	52,941	0	52,941	0	Any surplus salary budget at year end to be shared equally between the 3 contingency budget codes	0	0	0	0
6698 ST PE EMF Staff Contingency (Library)	0	17,553	0	17,553	0		0	0	0	0
6700 ST PE EMF Staff Contingency (Services)	0	29,126	0	29,126	0		0	0	0	0
6701 ST PE EMF Staff Recruitment	5,731	7,444	614	6,830	0		0	0	0	0
Total Personnel EMF Expenditure	**22,107**	**117,226**	**1,426**	**115,800**	**0**		**0**	**0**	**0**	**0**
Total Personnel Expenditure (Operational & EMF)	**865,555**	**1,143,098**	**443,736**	**699,362**	**1,059,482**		**1,091,493**	**1,125,322**	**1,160,200**	**1,196,159**
Total Personnel Budget Surplus/ (Deficit)	**(865,555)**	**(1,143,098)**	**(443,736)**	**(699,362)**	**(1,059,482)**		**(1,091,493)**	**(1,125,322)**	**(1,160,200)**	**(1,196,159)**

CPI 3.1% based on August 26 as reported by Office of National Statistics 16-09-26

Precept 2026/27	**(1,030,352)**
Precept 2027/28	**(1,059,482)**
Increase / (Decrease)	**29,130**
Difference as %	**2.8%**

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Library Sub Committee held at the Library on Thursday 8th October 2026 at 6.30 pm

PRESENT: Councillors: R Bullock, J Peggs, B Samuels (Chairman) and P Samuels.

ALSO PRESENT: S Burrows (Town Clerk / RFO), C Courts (Community Hub Team Leader) and J Hughes (Administration Officer)

APOLOGIES: R Bickford and S Gillies.

71/26/27 CIVILITY AND RESPECT REMINDER.

The Chairman reminded Members that the Town Council has adopted the Civility and Respect Pledge.

Members were reminded of their obligations under the Code of Conduct. Debate is to be respectful, focused on the issues, and conducted in accordance with the Code of Conduct.

72/26/27 HEALTH AND SAFETY ANNOUNCEMENTS.

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

73/26/27 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 received.

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

   None recieved.

74/26/27 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

75/26/27 **TO RECEIVE AND APPROVE THE MINUTES OF THE LIBRARY SUB COMMITTEE HELD ON 5 MARCH 2026 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.

Following a unanimous vote it was proposed by Councillor B Samuels, seconded by Councillor Peggs and **RESOLVED** that the minutes of the Library Sub Committee held on 5 March 2026 were confirmed as a true and correct record.

76/26/27 **TO RECEIVE THE LIBRARY SUB COMMITTEE BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman provided an overview of the report circulated in the reports pack and directed Members to the Officer's recommendation to approve a virement of £6,482 from budget code 6971 LI EMF Saltash Library Refurbishment, to budget code 6976 LI EMF Library General Repairs & Maintenance, for urgent repairs that were required to the library roof to resolve ongoing water ingress issues.

The repairs to the roof were undertaken during the library refurbishment works, whilst the scaffolding was in place, and ensured that the existing warranty on the roof was protected.

Following a unanimous vote, it was proposed by Councillor Bullock, seconded by Councillor Peggs and **RESOLVED** to approve a virement of £6,482 from budget code 6971 LI EMF Saltash Library Refurbishment to Budget Code LI EMF Library general Repairs & Maintenance.

77/26/27 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

Nothing to report.

78/26/27 **TO CONSIDER HEALTH AND SAFETY REPORTS AS MAY BE RECEIVED.**

Nothing to report.

79/26/27 **TO RECEIVE A REPORT FROM THE COMMUNITY HUB TEAM LEADER AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman thanked the Community Hub Team Leader for a comprehensive report and welcomed Members feedback.

Members provided positive feedback on the array of events that had taken place to date and thanked the Community Hub Team Leader and her team for their efforts and commitment to improving the Library offer.

It was **RESOLVED** to note the report.

80/26/27 **TO RECEIVE A REPORT ON THE LIBRARY SURVEY 2026 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman thanked the Community Hub Team Leader for the report, which had been received and circulated within the reports pack, and invited comments on the officers recommendations.

The Town Clerk advised that the survey had generated a significant amount of valuable feedback. She noted that, following the recent refurbishment of the Library, many of the facilities requested by residents are now available, including an accessible public toilet and baby changing facilities. The Community Hub Team Leader will continue to develop and promote the events programme as part of the Town Council's ongoing operations.

The Chairman commented on the excellent feedback being received from Library visitors and thanked the Community Hub Team Leader and her team for their hard work and dedication. She highlighted the positive impact of the refurbishment and commended the team for working together so effectively to deliver an improved service for residents and visitors alike.

Members also considered and discussed the suggestion of introducing a meeting/study pod to provide a private, bookable space for library users. The Community Hub Team Leader advised that the mezzanine floor could potentially accommodate such a facility, but wouldn’t be accessible to everyone. However, she noted that use of the mezzanine floor as an informal study space has increased significantly, with visitors regularly utilising the area for quiet study and independent working.

The Chairman noted that the library already provides a number of quieter areas for those seeking spaces for study, reading or informal meetings. Members felt that the introduction of meeting pods or additional enclosed spaces could detract from the open and welcoming nature of the library and potentially create unnecessary clutter within the building. It was therefore considered that the existing layout currently provides an appropriate balance between open community space and quieter areas for individual use.

Members considered and discussed the suggestion of introducing 'closed days' for group activities. Members discussed whether this was a viable option at the present time due to the requirement for a caretaker to be in attendance and the additional cleaning resources that would be necessary.

Members also expressed concerns regarding the potential risk of damage to the library should groups be granted access without staff supervision. Given the significant investment made in refurbishing the library to its current high standard, Members agreed that it was important to ensure the building and its facilities were appropriately protected.

Following a unanimous vote it was proposed by Councillor B Samuels, seconded by Councillor Bullock and **RESOLVED**:

1. To thank all those who took the time to complete the Library Survey;

2. To note the results of the Library Survey and acknowledge that several of the identified improvements have already been delivered through the recent refurbishment. Members further noted that a number of operational matters were raised, which the Community Hub Team Leader will seek to progress where practicable;

3. To note that, regrettably, there is insufficient space within the library to accommodate a dedicated meeting or study pod;

4. To maintain the current library opening hours and not to extend the hire of library facilities on days when the library is closed to the public.

81/26/27 **TO RECEIVE A REPORT ON REFRESHMENT PROVISION AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman invited Members to provide feedback on the report circulated within the reports pack.

The Town Clerk asked the Community Hub Team Leader whether existing library resources were sufficient to support the provision of refreshments without adversely impacting current or future library services. The Community Hub Team Leader confirmed that the provision of refreshments could be accommodated within existing resources and would not have a detrimental effect on service delivery.

Members discussed the proposed location of the coffee machine and refrigerator and agreed that the area to the left of the reception desk would be the most suitable location. Members considered that this position would ensure refreshments were easily accessible to staff while also being clearly visible to visitors wishing to purchase drinks.

It was noted that the installation of a small additional unit adjacent to the reception desk to accommodate the coffee machine, and protective matting for potential spillages, resulting in an additional cost. Members confirmed their approval for this expenditure.

The Town Clerk advised that the existing risk assessment would need to be reviewed, updated, and signed off by the Town Clerk, prior to the purchase and installation of the equipment.

Following a unanimous vote, it was proposed by Councillor P Samuels, seconded by Councillor Peggs and **RESOLVED**;

1. To approve purchase of the Jura W8 bean to cup coffee machine from company A at a cost of £1,650.47 + VAT allocated to budget code 6971 LI EMF Saltash Library Property Refurbishment, with the provision that the Community Hub Team leader sources a suitable unit to house the coffee machine ensuring it is stable and protective matting for potential spillages;

2. To purchase the fridge Polar G-Series Upright Display Fridge 218Ltr Black GH426 for the cold drinks provision at a cost of £444.99 + VAT allocated to budget code 6971 LI EMF Saltash Library Property Refurbishment;

3. To **RECOMMEND** to the Services Committee the refreshment pricing structure, as attached, for inclusion within the 2027/28 Fees and Charges schedule, to be considered as part of the budget-setting process.

4. To note there will be training costs of £20 plus VAT for each library staff member to complete necessary food safety training allocated to the personnel training budget 6656 ST PE Staff Training;

5. To note the additional food hygiene and safety requirements associated with providing refreshments, including food business registration, ongoing compliance with food safety regulations, and the increased operational responsibilities for the Community Hub Team Leader and Community Hub Assistants in managing stock, cleaning, monitoring, and record-keeping requirements;

6. To delegate authority to the Community Hub Team Leader to ensure that all requirements relating to the provision of refreshments are implemented, enabling the service to be delivered safely, and in accordance with all relevant procedures and regulations.

82/26/27 **TO RECEIVE A REPORT ON FOOTFALL COUNTERS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman invited the Community Hub Team Leader to provide an overview of the report circulated within the reports pack.

The Community Hub Team Leader advised that a range of footfall counter systems are utilised by libraries and community facilities, including the device recommended within the report.

The Chairman noted the importance of introducing a footfall counter, highlighting that reliable visitor data would assist the Town Council in demonstrating the Library's usage and value to the community. She further commented that the information gathered would support performance reporting and provide valuable evidence for the Town Council's business planning and future development of the service.

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Peggs and **RESOLVED**:

1. To adopt Company A's system at a cost of £518.00 + VAT, allocating to budget code 6921 LI IT & Office Costs, to support strategic planning, enhance understanding of library usage, and improve the ability to target programming and resources effectively;

2. To approve the reoccurring annual fee of £79.20 + VAT to budget code 6921 LI IT & Office Costs for the Footfall Cam software license required for use of the footfall camera;

3. To include provision for the ongoing annual software licence fee for the footfall camera within future budget setting processes;

4. To approve the additional cost of £210 + VAT to budget code 6921 LI IT & Office Costs, for the installation and set-up of the footfall camera by SOS Consultancy.

83/26/27 **TO RECEIVE A REPORT ON THE LIBRARY HUB FEES AND CHARGES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman provided an overview of the report circulated in the reports pack and invited Members to discuss the officers recommendations.

Members discussed the recommendations, and it was noted that there are currently no individuals providing a service from the library that they charge for.

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Bullock and **RESOLVED** that no changes be made to the Library Fees and Charges at this time. The matter will instead be referred to the Services Committee for consideration as part of the review of Fees and Charges for 2027/28 during the budget-setting process.

84/26/27 **TO RECEIVE A FINAL REPORT ON THE REFURBISHMENT OF THE LIBRARY HUB AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman provided an overview of the report circulated within the report pack and extended her thanks to James at Bailey Partnership and to members of the Library Sub Committee for their support throughout the project. The Chairman also commended the Community Hub Team Leader and her team for their dedication and commitment.

Members also wanted to recognise the impact of the former members of the Library Sub Committee, who began the refurbishment project some years ago and also recognised the hard work and dedication of the library volunteers for giving their time up so generously to support the refurbishment project. In recognition of the hard work and dedication of all involved from the outset, Members agreed to invite everyone to an afternoon tea, on a day when all can attend.

Following a unanimous vote, it was proposed by Councillor Peggs, seconded by Councillor Bullock, and **RESOLVED** to;

1. Note the report;

2. To extend the Library Sub Committee's thanks and appreciation to James of Bailey Partnership for his support, professional advice and guidance throughout the project;

3. To invite former members of the Library Sub Committee and library volunteers to an afternoon tea in recognition of their valuable contribution and support during the project;

4. Ratify the following additional expenditure allocated to budget codes 6971 EMF Saltash Library Property Refurbishment and 6972 LI EMF Library Equipment & Furniture;

- Security railings to the rear of the library building (project variation, GK Construction) - £6,800.00

- Roof works by Stormforce, including the installation of new large hoppers, replacement outlet grates, and a new overflow weir - £6,842.00

- Blinds for office windows – £365.50

- Supply and installation of new smoke detectors throughout the building - £851.88

- Supply, installation, and commissioning of external CCTV cameras – £1,303.45

- Various furniture items and kitchenware purchased to support the new library layout and operational requirements – £5,195.00

- Cornwall Council networking works – £475.46.

85/26/27 **TO RECEIVE A REPORT ON BAILEY PARTNERSHIP FINAL ACCOUNT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman referred Members to the report contained within the circulated reports pack and explained that the cost related to a previous curtain walling project, rather than the current refurbishment project. The Chairman advised that, due to a discrepancy, the invoice had remained outstanding for some time. As the work had been satisfactorily completed by Bailey Partnership, she recommended that Members approve payment of the invoice.

Following a unanimous vote it was proposed by Councillor B Samuels, seconded by Councillor Bullock and **RESOLVED** to approve Bailey Partnership final invoice for the curtain walling project as a cost of £6,026.15 allocated to budget code 6918 LI EMF Legal & Professional Fees (Private Contractors).

86/26/27 **TO RECEIVE A REPORT ON THE CONDITION OF OFFICE WINDOWS AT SALTASH LIBRARY HUB AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman provided an overview of the report circulated in the reports pack and drew members attention to the images of the two windows in the top floor office that need replacement. She advised there would be a requirement to obtain Listed Building Consent to replace the windows that are in a very poor condition. The Chairman also noted that there is only one small opening window in the office making it uncomfortable to work in during the summer, she suggested purchasing a small air-conditioning unit to make it more comfortable.

Cllr P Samuels also noted that there is also a small window on the ground floor that is in very poor condition and suggested it would be advisable to also have that one replaced at the same time. The Chairman agreed that this would be a sensible solution to avoid a further listed building application.

Following a unanimous vote it was proposed by Councillor B Samuels, seconded by Councillor P Samuels and **RESOLVED** to delegate authority to the Town Clerk to appoint Bailey Partnership to oversee the listed building consent process and manage the replacement of the two windows in the Library top office, and the window on the ground floor, with expenditure to be within the available budget codes;

- 6918 LI EMF legal & Professional Fees (Private Contractors); and
- 6971 EMF Saltash Library Property Refurbishment.

87/26/27 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, it was resolved that the public and press leave the meeting because of the confidential nature of the business to be transacted.

88/26/27 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

89/26/27 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

It was resolved that the public and press be re-admitted to the meeting.

90/26/27 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

Following a unanimous vote, it was proposed by Councillor B Samuels, seconded by Councillor Bullock and **RESOLVED** to issue the following Press and Social Media releases:

1. Library Survey results;

2. Refurbishment of the Library completed within budget;

3. Services provided including future refreshments;

4. Footfall counter;

5. Conclusion of the Library Sub-Committee.

91/26/27 **TO NOTE THAT THE LIBRARY SUB COMMITTEE WILL BE DISSOLVED FOLLOWING THIS MEETING IN ACCORDANCE WITH THE TOWN COUNCIL'S APPROVED COMMITTEE STRUCTURE AND GOVERNANCE ARRANGEMENTS.**

The Chairman confirmed that the Library Sub-Committee would now be dissolved in accordance with the Town Council's approved committee structure and governance arrangements. She thanked both past and present Members for their commitment and support throughout the project, noting that the Town Council now has a library of which the community can be truly proud. The Chairman also extended her sincere thanks to the Community Hub Team Leader and her team, together with the Town Clerk, for their dedication and contribution to the successful delivery of the project.

It was **RESOVLED** to note.

Rising at:19:11

Signed: _____
Chairman

Dated: _____

Product	Price per cup
Latte	£2.50
Cappuccino	£2.50
Americano	£2.00
Espresso (single or double)	£1.75
Tea (including herbal)	£1.00
Hot Chocolate	£1.00

Chairman's report

October 2026

Mayoral Engagements Councillor Brian Stoyel

Date	Location	Information
3 October 2026	Saltash	Beating the Bounds event
4 October 2026	Launceston	Launceston Town Council Civic Service
8 October 2026	Saltash	U3A showcase event
13 October 2026	Saltash	Naval Children's Charity Reception
15 October 2026	Saltash	St Stephens CP School Harvest Festival
18 October 2026	Plymouth	Health and Healing Church Service
19 October 2026	Saltash	St Stephens CP School Harvest Festival

Meetings attended

Date	Location	Information
6 October 2026	Wadebridge	CALC conference
7 October 2026	Saltash	Induction meeting with Councillor Steers
22 October 2026	Bodmin	Cornwall Mayors gathering
29 October 2026	Saltash	Recording of Armistice Day message

Deputy Mayor Engagements Councillor Brenda Samuels

Date	Location	Information
3 October 2026	Saltash	Beating the Bounds event
4 October 2026	Saltash	Welcome for new Deacon at Saltash Wesley Methodist Church

End of Report
Mayors Secretary

Mayoral snippets October 2026

3rd **Beating the Bounds**
Another great day to explore the extremities of Saltash. More attendees than previous and made even more enjoyable as there were no mishaps. Thanks to: Council staff for preparation, first aid and lead up to the day. Cllr Brenda Samuels for the cream tea and Former Mayor Rachel for her enthusiasm -already plans in place for 2027!

4th **Launceston Civic Service** a welcome opportunity to see how other towns undertake the pageantry of these occasions.

Saltash Model Railway Show – their first standalone exhibition. Good variety of layouts and footfall in the Burraton Community Centre.

6th **CALC training day** held at the Royal Cornwall Showground an opportunity to hear different approaches to a wide variety of topics including planning, AI and data management.

7th **Induction and welcome** of our newly coopted councillor John Steers.

8th **SaltashU3A showcase** in the Wesley. With over 300 members and numerous all-embracing topics offering much needed opportunities for our residents.

9th A morning driving around Saltash to see the scope and demands of our **Service delivery department**. A must for all councillors to really understand our responsibilities and value to our residents. Regrettably we saw a disappointing view of our allotments! Hopefully these can be better maintained for the next growing season.

13th Together with our Town Clerk, Mayoress Maxine and myself were invited to greet **HRH The Princess Royal** at the China Fleet Country Club where she was visiting in her capacity as Patron of the Naval Children's Charity.
The weather was warm & sunny as we stood outside in the line up to receive HRH, and our Lord Lieutenant both having arrived at the Rugby club by helicopter.
It was a formal occasion which soon relaxed as everyone heard stories from some of the families who have received first hand help from this Charity. From a family with three children, two of whom had mobility issues and their whole house had to be re-organised, to other families who could not afford computers or school uniforms.
The speakers, young & old, did very well & HRH made a knowledgeable resume of her duty as Patron.
The CFCC was an ideal venue as everyone carried on with their daily routines - fitness, coffee, golf etc. - and anyone using the swimming pool had a marvellous view of the Princess.
15th & 19th **St Stephens School Harvest Festivals** with an autumnal feel about the songs. Singing and readings were well presented and obviously fun for the participants and staff!!

18th **Falmouth Civic Service** pageantry and swift walking in the sea air.

22nd **Town Clerks meeting at Bodmin** Cllr Lisa Mortimore and myself had the opportunity to hear differing aspects of our County and the progress of small planning and affordable housing projects for our residents.

22nd **Mayors gathering** – eleven of our number met in the Bodmin Mayors' Parlour, what a grand location, to chat about our roles. To learn Falmouth, have a precept in excess £4 million with a staff of 100+!
My contributions on this occasion were our Waterside patrol, Christmas Lights and length of Full Council meetings having heard of one council whose meeting lasts nearly three hours by which time many have lost the will to live!!!!! Likewise, STC will be horrified to hear how a council can lose over half a million pounds!!! On the plus side one council successfully instigated a 'Love your Street' programme having grown tired of county performance in weed control etc.

24th **Anna Geldred MP - Saltash Walkabout** in torrential rain gathering information for her submission on the Tamar Bridge Tolls. An interesting morning well received in various coffee shops and PL12 – rushed home to dry off.

27th **Saltash Music Speech & Drama AGM**

The Chairman's report noted the success of the 2026 Festival with 500+ entries, new items, very efficient adjudicators and many congratulations from the public.
The Committee wished to thank the Mayor & Deputy Mayor for their interest and attendances and the STC as a whole for their continued financial support.
Special thanks go to the members of the community who support individual entrants, be they relatives, teachers or activity instructors. Many of the cups & awards have been presented from this sector.
Going forward there is some concern, as with everything, over increasing costs, ageing helpers etc. They are searching for a new treasurer and a publicity officer. At present the Festival has no website and the committee enquired whether there is a way their activities can be linked with the STC's notices?
Finally the Chairman announced the 2027 Festival dates 25th Jan – 6th Feb and the next AGM - October 19th 2027.

27th **Spatial Planning meeting**. Gathering information at Ashtorre where I was ably assisted by Emma. On this occasion a quiet response venue.

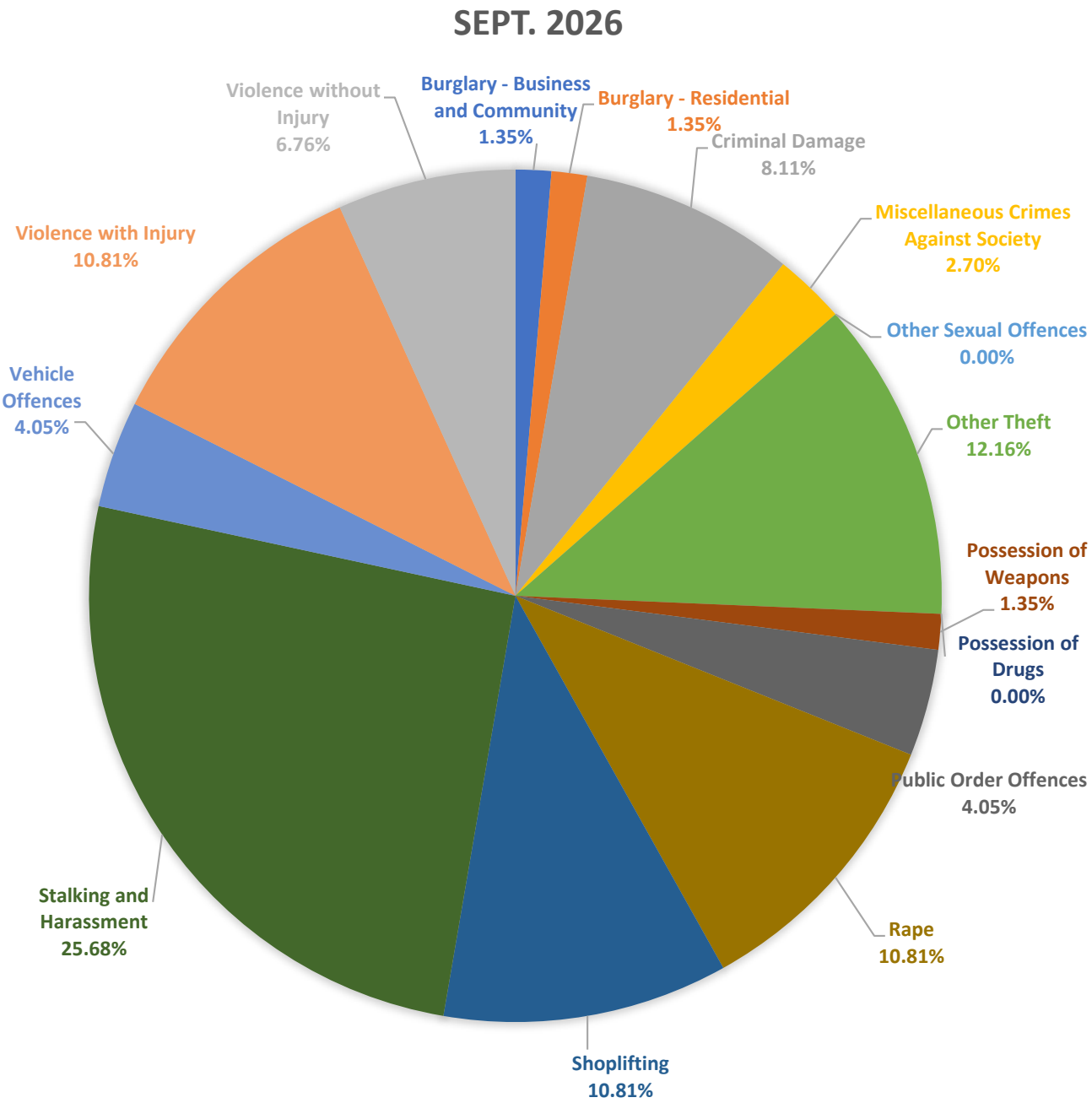
28th **Churchtown Farm Partnership** an informative meeting on the development and progress of the part-time Ranger and animal introduction. Natural burial site nearing readiness for occupation! STC to be kept up to date by a synopsis of the quarterly meetings.

28th **PL12 Community Enterprise meeting** Deputy Mayor, Cllr Suter and myself attended and listened to the concerns, operations and visions for the future for this much-admired/needed community enterprise scheme. Cllr Suter during the meeting was elected as a Director. Future updates to STC will come from the newly appointed Chairman Peter Ryland.

Saltash Town	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
Arson	1	0	0	0	2	0	1	2	0	2	0	0
Bicycle Theft	1	0	1	0	0	0	0	0	0	0	0	0
Burglary - Business and Community	3	0	1	0	1	2	1	3	2	0	2	1
Burglary - Residential	3	1	1	0	0	1	1	1	1	0	2	1
Criminal Damage	7	5	11	7	5	16	18	18	9	17	7	6
Death or Serious Injury caused by Unlawful Driving	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous Crimes Against Society	1	4	0	8	3	1	0	2	4	1	0	2
Other Sexual Offences	4	4	2	4	4	2	2	1	3	2	4	0
Other Theft	7	4	6	4	4	5	7	12	8	5	12	9
Possession of Drugs	1	0	2	2	1	3	3	1	0	1	0	0
Possession of Weapons	1	1	3	3	0	0	2	0	2	1	0	1
Public Order Offences	5	11	6	4	5	7	7	6	9	3	4	3
Rape	1	2	1	1	0	2	2	2	0	0	1	8
Robbery	1	1	1	1	0	0	0	0	0	0	0	0
Shoplifting	14	11	11	5	6	6	10	13	6	6	10	8
Stalking and Harassment	15	18	8	11	11	18	14	12	15	19	15	19
Theft from the Person	0	0	0	1	3	2	0	2	0	0	0	0
Trafficking of Drugs	0	1	0	0	1	0	0	0	0	0	1	0
Vehicle Offences	8	7	0	1	1	7	1	1	1	2	3	3
Violence with Injury	7	6	12	11	5	9	7	10	6	11	5	8
Violence without Injury	16	17	17	9	11	6	13	11	13	6	10	5
TOTAL	**96**	**93**	**83**	**72**	**63**	**87**	**89**	**97**	**79**	**76**	**76**	**74**

Saltash	Sept. 2026	Sept.2025	% Change
Totals	**74**	**62**	**19.4%**
Burglary - Business and Community	1	0	Increase
Burglary - Residential	1	0	Increase
Criminal Damage	6	3	100.0%
Miscellaneous Crimes Against Society	2	7	-71.4%
Other Sexual Offences	0	6	-100.0%
Other Theft	9	4	125.0%
Possession of Drugs	0	1	-100.0%
Possession of Weapons	1	1	0.0%
Public Order Offences	3	7	-57.1%
Rape	8	0	Increase
Shoplifting	8	8	0.0%
Stalking and Harassment	19	11	72.7%
Vehicle Offences	3	0	Increase
Violence with Injury	8	8	0.0%
Violence without Injury	5	6	-16.7%

Increase in RED No Change in BROWN Decrease in GREEN


SEPT. 2026
Violence without Injury 6.76%
Burglary - Business and Community 1.35%
Burglary - Residential 1.35%
Criminal Damage 8.11%
Miscellaneous Crimes Against Society 2.70%
Other Sexual Offences 0.00%
Other Theft 12.16%
Possession of Weapons 1.35%
Possession of Drugs 0.00%
Public Order Offences 4.05%
Rape 10.81%
Shoplifting 10.81%
Stalking and Harassment 25.68%
Vehicle Offences 4.05%
Violence with Injury 10.81%

Saltash Town	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26
Arson	0	0	0	2	0	1	2	0	2	0	0	0
Bicycle Theft	0	1	0	0	0	0	0	0	0	0	0	0
Burglary - Business and Community	0	1	0	1	2	1	3	2	0	2	1	0
Burglary - Residential	1	1	0	0	1	1	1	1	0	2	1	2
Criminal Damage	5	11	7	5	16	18	18	9	17	7	6	6
Death or Serious Injury caused by Unlawful Driving	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous Crimes Against Society	4	0	8	3	1	0	2	4	1	0	2	2
Other Sexual Offences	4	2	4	4	2	2	1	3	2	4	0	2
Other Theft	4	6	4	4	5	7	12	8	5	12	9	4
Possession of Drugs	0	2	2	1	3	3	1	0	1	0	0	3
Possession of Weapons	1	3	3	0	0	2	0	2	1	0	1	2
Public Order Offences	11	6	4	5	7	7	6	9	3	4	3	4
Rape	2	1	1	0	2	2	2	0	0	1	8	2
Robbery	1	1	1	0	0	0	0	0	0	0	0	0
Shoplifting	11	11	5	6	6	10	13	6	6	10	8	5
Stalking and Harassment	18	8	11	11	18	14	12	15	19	15	19	10
Theft from the Person	0	0	1	3	2	0	2	0	0	0	0	0
Trafficking of Drugs	1	0	0	1	0	0	0	0	0	1	0	1
Vehicle Offences	7	0	1	1	7	1	1	1	2	3	3	2
Violence with Injury	6	12	11	5	9	7	10	6	11	5	8	3
Violence without Injury	17	17	9	11	6	13	11	13	6	10	5	23
TOTAL	**93**	**83**	**72**	**63**	**87**	**89**	**97**	**79**	**76**	**76**	**74**	**71**

CHAIRMAN'S REPORT

INTRODUCTION

We are an organisation of many parts, and many stakeholders. As a company limited by guarantee we have members instead of shareholders. We also have volunteers, many of whom are also members. We also have our customers and service users.

This AGM is a public meeting of the company. Where there are resolutions, the members of the company vote. The only resolution before the meeting is the acceptance of last year's minutes, which we will take the format vote on later. It is also an opportunity for us to address questions raised by you the members. We have had a number of questions this year, and while some of these will be addressed in the course of delivering this report, there will be a section at the end where those that were not, will be answered directly.

As a CIC we operate for the benefit of the community. This is our largest stakeholder. We provide these benefits through our various enterprises, which I will discuss shortly.

Our greatest asset is our volunteers. It is they who make all of the work of the enterprises possible. It is important to realise that my fellow directors count amongst the numbers of our volunteers. They too give of their time freely and carry considerable responsibility for ensuring the company continues to run.

ECONOMIC CLIMATE

Last year I noted that the year had been a hard one for everyone. This year has not been any better. Prices are rising, and everyone is feeling the effects. I will address the finances of the company later, but as the difficult economic climate persists, it compounds the effects. Everyone is tightening their belt, so there is a little less money left to donate to good causes, there is a little less time available to volunteer. So, we feel this with rising costs, reduced income and pressure on the volunteer time we have available to expand our services.

MEMORY BOX

One area we have continued to have success with is Memory Box. Rose and Pauline have strengthened this already marvellous service. The Memory Box Singers have continued to meet at the Wesley Church, but also gone out and sung a number of other venues by invitation. The Thursday morning Memory Box café has become so successful that they have had to seek larger accommodation to run their meetings and to enable further growth in the activities they offer. Cognitive Stimulation Therapy is a further service, which helps people with mild to moderate memory or cognitive impairments. The nearest service offered is Liskeard, which for those in need of such a service is quite a journey, and not ideal by public transport. It is therefore something we plan to offer locally. In addition, they are looking to widen the offering, having consulted with Mandy, the Social Prescriber and MacMillan, we are looking to start a Cancer Support Group, something which has been identified as lacking from the area.

SHOP

The shop continues to provide service to local traders offering a range of art and craft products, as well as retailing many other items, wherever possible sourced as close to Saltash as possible.

The shop is also now the main focus of our green initiatives. It provides a location for recycling ink cartridges, glasses, and bags. And, of course, it is now where the Fridge is based.

FRIDGE

The fridge continues with its long-standing purpose, which is diversion of food which would otherwise go to landfill. Unlike the food banks, this is not means tested food provision. This is about making food that would otherwise be destroyed being made available for people to use. The philosophy is that anyone who can use it can take what they can use, and because there is cost in providing this service, donate what they can afford. As a secondary benefit, this makes food available at minimal cost, to those that need it.

KITCHEN

At this point, I will hand over to Peter.

PROPERTY

We have a total of four properties. The Kitchen and the Shop, plus Belle Vue and the old toilet block. Belle Vue is an office block which we hold on a lease from Cornwall Council, negotiated to give a long-term home to Citizens Advice Cornwall, who would have otherwise become homeless when Cornwall disposed of the building. The remainder of the space is let to a mixture of charities and commercial tenants. One of the charities is FoodBank, who also rent the old toilet block from us for additional storage.

CHARITABLE STATUS

Last year, I mentioned we were exploring the idea of converting CEPL12 to a charity, although a straight conversion did not seem to be a likely option for us. We have had discussion with our accountants and been advised of the kind of corporate structure we would be looking at. They also advised we should seek legal advice. We approached a local firm, but as their corporate law partners quickly came to different ideas, they recommended we seek advice from a specialist charity law practice. Given the likely costs of such an approach and weighing these against the potential benefits, it was decided to defer this until other issues have been resolved.

VOLUNTEERS

Without our volunteers, there would be nothing to show. They are responsible for all we do. The company also recognises the importance of volunteering as part of its offering. We take steps to provide opportunities for our volunteers to acquire skills and when things settle down somewhat, we intend to explore further options. We offer opportunities to Duke of Edinburgh entrants for their service element, and we can see that the kitchen and the shop provide an opportunity to work in food or retail environments to get experience of such environments.

We subscribe to schemes which allow us to recognise our volunteers and a few each year are rewarded through the "Rooms for Reward" scheme.

While we have a great many volunteers on the books, we are still looking for more. In particular we have the option to open the Kitchen on Thursdays, and need volunteers for this. Most of you here are involved in some way already, but if you know people who would be interested in volunteering in any capacity, please let them know we are always looking for people and more than happy to provide opportunities.

FINANCES

This year has not been as good to us as last year. As you will see from the accounts we made a loss, and although this is larger than last year's, this is in part a result of the disposal of assets last year, as well as the late delivery of a grant, falling into 26/7 FY instead of that year as was expected.

The loss arises because we continue to subsidise the Kitchen, as we have since it opened. We have benefited from an uplift in income from our VAT deregistration.

The overall reduction in assets arises from the spending of restricted funding received in the previous year being spent in this year. This was primarily funding received to make some improvements to the Kitchen.

The area of grants has been a particular problem this year. There appears to be fewer grants available, a higher proportion are only available to charities, and where they are available to CICs, they are only for new projects and not to cover core costs. We have been able to explore some of these in relation to the new ideas we have for Memory Box, but as we are not in a position to start new projects in the area we have been most focussed on for the year, the Kitchen, most of these have not been applicable.

For the coming year, we are forecasting a further loss arising from our continued subsidy of the Kitchen. We have explored changing the business model, and some changes have now been implemented. As we are a volunteer led organisation, the opinions of our volunteers are important, and it has taken time and much consultation to get us to the current position of charging in the Kitchen. There will be further changes, because without these we will not be able to continue with this beyond the end of the 26/7 financial year. What these changes will be will only be known once we have consulted with our volunteers. As the year progresses, the finances will be reviewed and appropriate changes made.

We continue to seek other opportunities to add to the portfolio of enterprises, to replace previous ones we have had to close as their costs exceeded their revenue, and to improve the efficiency of our existing enterprises. The Kitchen has started to show some promise, but there is still more to do, and there appear to be opportunities with the shop that we can start to look at as we get more time.

One of the biggest constraints currently is the small size of the Board. We need more directors. If you know of anyone who is interested, or if any of you are interested, please come and speak to any of us.

CELEBRATIONS

We celebrated the 6th Anniversary of Memory Box Singers, and the 10th Anniversary of the Memory Box Café. Given the financial position and the diversion of the Board's resources to addressing this, it was felt inappropriate to expend money or effort on the 20th Anniversary celebrations of the company. It was decided that 21st celebrations would be better. As we have also been nominated for a Kings Award for Voluntary Service, by that stage we will know the outcome of the process and the celebrations can be combined, should this be appropriate.

SUMMARY

I said last year, that people are often surprised when they come to realise the breadth of services offered by the company, often not knowing that the parts are related. We try to get the message out on social media and in newsletters to our volunteers and members of the company. We are not always able to do this as regularly or as well as we would like. In part it is the problem with a large and diverse voluntary organisation. Most of the efforts are focussed on doing it, and we sometimes forget, or just don't have the time to tell people. So, please forgive us if we don't shout about is loudly enough, but if you want to join in and spread the message, please do come and volunteer. Our website and our social media would benefit from additional help, and if you have other skills, we can put those to good use for the benefit of the community.

Report of the Directors and

Unaudited Financial Statements for the Year Ended 31 May 2026

for

Community Enterprises PL12 CIC

Registered Number 05864014

Community Enterprises PL12 CIC

Contents of the Financial Statements
for the Year Ended 31 May 2026

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Community Enterprises PL12 CIC

Income Statement
For the Year Ended 31 May 2026

	2026	2025
	£	£
TURNOVER	92,044	115,378
Administrative expenses	(106,617)	(122,107)
OPERATING LOSS	(14,573)	(6,729)
Interest receivable and similar income	627	837
Gain on sale of tangible assets	-	6,633
	(13,946)	741
Interest payable and similar charges	-	-
(LOSS)/PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION	(13,946)	741
Tax on (loss)/profit on ordinary activities	116	3,480
(LOSS)/PROFIT FOR THE FINANCIAL YEAR	**(13,830)**	**4,221**

Statement of Comprehensive Income
For the Year Ended 31 May 2026

	2026	2025
	£	£
(Loss)/profit for the financial year after tax	(13,830)	4,221
TOTAL COMPREHENSIVE (LOSS) / INCOME	**(13,830)**	**4,221**

The notes form part of these financial statements

Community Enterprises PL12 CIC

Statement of Financial Position
For the Year Ended 31 May 2026

	Notes		2026 £		2025 £
FIXED ASSETS					
Tangible assets	3		17,602		18,212
CURRENT ASSETS					
Stock		2,987		3,034	
Debtors	4	6,351		9,076	
Cash at bank and in hand		37,452		65,154	
		46,790		77,264	
CURRENT LIABILITIES					
Amounts falling due within one year	5	(14,971)		(32,109)	
NET CURRENT ASSETS			31,819		45,155
TOTAL ASSETS LESS CURRENT LIABILITIES			49,421		63,367
Provisions for Liabilities			(3,344)		(3,460)
TOTAL ASSETS LESS CURRENT LIABILITIES			46,077		59,907
RESERVES					
Profit and loss account			46,077		59,907

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 May 2026. The members have not required the company to obtain an audit of its financial statements for the year ended 31 May 2026 in accordance with Section 476 of the Companies Act 2006. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and preparation of accounts. The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board of Directors on the ..... and were signed on its behalf by:

C Bailey – Director

The notes form part of these financial statements

Community Enterprises PL12 CIC

Statement of Changes in Equity
For the Year Ended 31 May 2026

	Retained earnings	Total equity
	£	£
At June 2024	55,686	55,686
Profit for the period	4,221	4,221
At 31 May 2025	59,907	59,907
Loss for period	(13,830)	(13,830)
At 31 May 2026	46,077	46,077

The notes form part of these financial statements

ACCOUNTING POLICIES

1. Company information

Community Enterprises PL12 is a Community Interest Company. The registered office is 4 Fore Street, Saltash, Cornwall, PL12 6JL

1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Income

Income is recognised at the fair value of the consideration received or receivable for goods and services provided in the normal course of business and is shown net of VAT.

- Grants receivable are recognised on receipt of the funding in the period to which the grant relates.
- Rent and service charges are recognised in the accounts in the period to which the invoice relates
- Donations of fixed assets are recognised when the significant risks and rewards of ownership of the assets have passed to the company.
- Income from activities is recognised once the activities have occurred or deferred to the period when they are due to occur.

1.3 Tangible fixed assets and depreciation

Tangible fixed assets held for the company's own use are stated at cost less accumulated depreciation and accumulated impairment losses.

At each balance sheet date, the company reviews the carrying value of tangible fixed assets to determine whether there is any indication that assets have been impaired. If any indication exists, the recoverable amount of the asset is estimated to determine the extent of any impairment loss.

Depreciation is provided at the following annual rates to write off the cost or valuation less the residual value of each asset over its estimated useful life:

Leasehold improvements	33% Straight line
Motor vehicles	25% Reducing balance
Office equipment	25% Straight line
Fixtures and Fittings	15% Reducing balance

Notes to the Financial Statements
for the Year Ended 31 May 2026 (continued)

1.4 Cash and cash equivalents

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.5 Taxation

The tax expense represents the sum of the tax currently payable and deferred tax.

The tax currently payable is based on taxable profit for the year. Taxable profit differs from net profit as reported in the profit and loss account because it excludes items of income or expense that are taxable or deductible in other years and it further excludes items that are never taxable or deductible. The company's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the reporting end date.

Deferred tax liabilities are generally recognised for all timing differences and deferred tax assets are recognised to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Such assets and liabilities are not recognised if the timing difference arises from goodwill or from the initial recognition of other assets and liabilities in a transaction that affects neither the tax profit nor the accounting profit.

The carrying amount of deferred tax assets is reviewed at each reporting end date and reduced to the extent that it is no longer probable that sufficient taxable profits will be available to allow all or part of the asset to be recovered. Deferred tax is calculated at the tax rates that are expected to apply in the period when the liability is settled, or the asset is realised. Deferred tax is charged or credited in the profit and loss account, except when it relates to items charged or credited directly to equity, in which case the deferred tax is also dealt with in equity. Deferred tax assets and liabilities are offset when the company has a legally enforceable right to offset current tax assets and liabilities, and the deferred tax assets and liabilities relate to taxes levied by the same tax authority.

2. Employees

The average monthly number of persons (including directors) employed by the company during the year was 2 (2025: 2).

3. Tangible fixed assets

	Improvement to leasehold property	Plant and machinery etc.	TOTAL
COST			
At 1 June 2025	11,689	31,620	43,309
Additions	-	3,705	3,705
Disposals	-	-	-
At 31 May 2026	**11,689**	**35,325**	**47,014**
DEPRECIATION			
At 1 June 2025	11,689	13,408	25,097
Charge for year	-	4,315	4,315
On disposals	-	-	-
At 31 May 2026	**11,689**	**17,723**	**29,412**
NET BOOK VALUE			
At 31 May 2026	**-**	**17,602**	**17,602**
At 31 May 2025	**-**	**18,212**	**18,212**

4. Debtors: amounts falling due within one year

	2026	2025
	£	£
Accounts receivable	248	-
Other debtors	6,103	9,076
	6,351	9,076

5. Creditors: amounts falling due within one year

	2026	2025
	£	£
Accounts payable	3,809	7,645
Taxation and social security	632	652
Other creditors	152	5,438
Accruals and deferred income	10,378	18,374
	14,971	32,109

Community Enterprises PL12 CIC

Income statement
for the Year Ended 31 May 2026

	2026		2025
	£	£	£
Turnover			
Grants receivable	20,608	33,780	
Rents receivable	25,678	25,678	
Service charge received	4,821	390	
Donations	22,470	42,194	
Income from activities	18,467	9,456	
	92,044		115,378
Other Income			
Interest receivable	627		837
Gain on sale of tangible assets	-		6,633
	92,671		**122,848**
Expenditure			
Transfers to Saltash Veterans	-	5,438	
Employment costs	31,646	37,778	
Company overheads	15,766	16,378	
Property management	40,233	40,858	
Hub - project, activities and purchases for resale	8,121	7,234	
Publicity	2,016	1,339	
Events, training, catering and staff/volunteer expenses	3,616	5,894	
Bus running expenses	40	1,615	
Depreciation	4,313	4,613	
	105,751		121,147
	(13,080)		**1,701**
Finance costs			
Bank charges and interest payable	866		960
(Loss)/Profit	**(13,946)**		**741**

This page does not form part of the statutory financial statements

Income statement
for the Year Ended 31 May 2026

	2026		2025	
	£	£	£	£
Turnover				
Grants receivable	20,608		33,780	
Rents receivable	25,678		25,678	
Service charge received	4,821		390	
Donations	22,470		42,194	
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		105,751		121,147
		(13,080)		**1,701**
Finance costs				
Bank charges and interest payable		866		960
(Loss)/Profit		**(13,946)**		**741**

This page does not form part of the statutory financial statements

Community Enterprises PL12 CIC

Company Information
For the Year Ended 31 May 2026

DIRECTORS:	R Bickford S R Ellingham S Gardner (resigned 27/03/2026) P B Ryland P A Thistlethwaite (resigned 31/12/2025) C Bailey
SECRETARY:	A Marks
REGISTERED OFFICE:	4 Fore Street Saltash Cornwall PL12 6JL
REGISTERED NUMBER:	05864014 (England and Wales)
ACCOUNTANTS:	Blackwell Bate Limited Chartered Accountants and Tax Advisers Brunel Court 122 Fore Street Saltash Cornwall PL12 6JW

Report of the Directors
for the Year Ended 31 May 2026

The directors present their report with the financial statements of the company for the year ended 31 May 2026.

The company is a Community Interest Company.

PRINCIPAL ACTIVITY
The principal activity in the year under review was to progress community enterprises in partnership with Saltash Town Council and Cornwall Council.

DIRECTORS
The directors shown below have held office during the period of this report up until the date of signing.

R Bickford
S R Ellingham
P B Ryland
C Bailey

The following directors resigned during the period:

S Gardner resigned on 27 March 2026
P A Thistlewaite resigned on 31 December 2025

The report has been prepared in accordance with FRS 102 and the requirements of the Companies Act 2006 as applicable to Companies subject to the small Companies regime

ON BEHALF OF THE BOARD:

C Bailey - Director

Date:

CEPL12

Firstly, since our last report we have had an AGM which was held in Isambard House for which we thank STC for the use of. The Chairman's Report was prepared by Chris Bailey and is attached hereto and summarises the year we had. Unfortunately, he had a bad virus and was unable to attend, so I gave the report on his behalf. Several questions had been raised by members prior to the AGM and these were also dealt by myself, ably supported by my fellow directors, Richard Bickford and Sue Ellingham. In brief, I detail some of the questions below and our responses.

1. Q. Why is CEPL12 not entrusting its very capable volunteers to take responsibility for/ carry out specific tasks?

   A. Upon induction we explore the skills that volunteers wish to make available and look to place them in roles appropriate to those skills. We often find volunteers, although qualified in a particular area, want to do voluntary work that is not/was not their day job.

2. Q. What benefits does CEPL12 offer its members?

   A. The requirement for members is established by the Companies Act. We offer benefits to the public by way of the services we provide for the community.

3. Q. Will the full annual accounts be available to members at the AGM?

   A. Yes, the accounts have been signed and copies are available on the table.

4. Q. How many volunteers are there because in various places on the website it ranges from 60 to 120?

   A. The number of volunteers changes, almost, weekly and unfortunately, we have scant resources to regularly update the website.

5. Q. What 20th Anniversary celebrations took place?

   A. We deferred the celebrations as it was felt it inappropriate to expend money, but did celebrate the 10th Anniversary of Memory Box Café and the 6th Anniversary of the Memory Box Singers.

6. Q. What green initiatives has CEPL12 undertaken?

   A. To stop food going to waste has been our major undertaking with the larder/pantry and the kitchen. Many of the crafters who sell through the shop are using recycled materials and we are a member of Town Team which is bringing forward green initiatives to the Fore Street e.g. planters.

7. Q. Can the directors explain why they believe CEPL12 should receive support from STC when it is clear there are many avenues left to explore, what is the future of the Kitchen and why do you need paid employees?

   A. This can be summarised in the following answer:-

   There has been a lot of speculation re. the kitchen and its future and I would confirm that there has been a difference of opinion at Board level as to the timing of what we should do, and there is no doubt that the issue has been worsened by the lack of directors to help run the enterprises.

   Since the inception, the kitchen has made a loss, despite the efforts of a kitchen manager initially, and various other business models it has not proved financially sustainable. However, the Board does recognise the role that the kitchen provides in the community and following a meeting of volunteers, we are trying further new ideas which came from that meeting with a view to, at least, achieving a break-even situation by increasing turnover.

   Unfortunately, to run a food business means compliance with so many rules and regulations, for example, temperature control, food handling, cleanliness, Health and Safety etc., the list seems endless but we have AI to ensure we maintain compliance.

   We are fortunate that we have the net income from 18 Belle Vue Road which has offset some of the loss and, although I have never met her, I appear to have a good relationship with the landlady of the kitchen who has been helpful in her aspirations for income from the property. We are about to hold over on our lease of the unit to give us a chance to make it sustainable and, with the help of our able volunteers, will try to do so.

   We had wondered whether our thoughts on the role of the kitchen/CEPL12, in the community was shared by others, and following discussion by the Town Council, it was obvious that our thinking was shared thereby and with 2 councillors willing to attend Board meetings to give us some additional business knowledge input.

Secondly, on behalf of the Board, I would thank STC for the support offered as a result of the report thereto.

It had been Chris Bailey's intention to step down as Chairman at the AGM, and although he wasn't in attendance he has done so and therefore, I am Acting Chairman until the next Board meeting on the 28th October 2026 when the first item will be to appoint a Chair person.

As an addendum to the above, we have made some amendments to operating the kitchen and already these are showing financial benefit. We hope to bring other initiatives forward over the next few months.

Following the Board meeting on the 28th October 2026, I can confirm that I am now Chairman of CEPL12.

Peter Ryland
CHAIRMAN

Information Classification: PUBLIC

South East Cornwall Community Area Partnership

Action Notes

Meeting:	South East Cornwall Community Area Partnership
Date & time:	Tuesday 6 October 2026 (6:00pm-7:42pm)
Location:	Eliot Community Hall, St Germans
Attendance & apologies:	See attendance list attached

Item	Notes
1.	**Welcome and Introductions** The CAP Chair, Cornwall Councillor Jane Pascoe welcomed all present. A particular welcome was extended to Rachel Prior, St Martin's Church Centre Refurbishment Project. The project had received Community Capacity Funding and CAP members were invited to meet the project lead prior to the meeting to understand how they utilised the funding.
2.	**Declarations of Interest** There were no declarations of interest.
3.	**Action Notes (25 June 2026)** The notes of the last meeting held on 25 June 2026 were agreed as a correct record. **Matters Arising** The CAP Chair thanked Tamar to Moor CAP for inviting South East Cornwall CAP to join their recent meeting for the South West Water agenda item. The notes of the meeting were previously circulated to the CAP.
4.	**Public Participation** There were no public questions raised.
5.	**Devon & Cornwall Police Update** Inspector Simon Andrews was introduced to the meeting and explained he was temporarily covering the Liskeard Sector in Inspector Musgrove's absence. Inspector Andrews updated on: • Staffing - PS Smith was retiring (vacancy to be filled) and PC Cummings was shortly moving roles (replacement to be confirmed). • The email address for contacting the Neighbourhood Team is: NPS-Liskeard@devonandcornwall.police.uk ***not for reporting crime, please do this via the 'report' section on the Devon and Cornwall Police website or via 101 or 999 in an emergency*** • Community Messaging – please encourage people to sign up to stay more connected with the local policing team. https://community-messaging.dc.police.uk/

	• Crime figures – a reduction in ASB incidents for January-September 2026, compared to the same period in 2025. An increase in stalking & harassment which is likely due to the change in recording of incidents involving neighbours. Following concerns raised in relation to the use of e-bikes and scooters, Inspector Andrews highlighted the importance of reporting any intelligence so that relevant action could be taken. Drone technology was now also being used to help assist in operations. Following a concern raised regarding speeding vehicles on the A374, on exit from Goad Avenue, Torpoint, Inspector Andrews undertook to check any speeding reports for the area. Data to also be requested from Cornwall Council Highways Manager **(ACTION: SA/CT).** Inspector Andrews was thanked for his attendance at the meeting.
6.	**Update from Claire Hurley in relation to the Devonport MOU and South East Cornwall** Claire Hurley, Head of Service, Business Improvement & Place (Projects), Cornwall Council was introduced to the meeting. Claire gave an overview on the Devonport Growth Programme and the aligned thematic workstreams – please see attached presentation. A Memorandum of Understanding has been signed between Cornwall, Plymouth, Devon and Torbay councils to enable a collaborative cross-authority approach and coordinated growth management. It was highlighted that this was an initial conversation and that ongoing engagement with the CAP would take place as the programme developed. <u>Questions & Answers</u> **Q.** Will Cornwall receive any of the funding? **A.** There is no exclusive funding stream for Cornwall but there are associated benefits. Our mission is to align investment, planning, skills and infrastructure to maximise local economic and social benefits. We need to work collectively with the resources and skills we already have available to respond and be ready to support this growth. **Q.** Do we have a potential list of companies willing to invest in South East Cornwall? **A.** We are continuing to work closely with our inward investment sector colleagues so that Cornwall sets out its best marketing stall to promote Cornwall to businesses

	and that we have a clear coherent offer. Defence is already recognised as a rapidly growing sector. **Q.** Can the presentation be made publicly available? **A.** Yes. **Q.** How are we linking this to the Neighbourhood Priority Statements (NPS) – can we do a CAP-wide NPS as it will have a significant impact across the whole of South East Cornwall? **A.** Arising from discussion, it was agreed that the Economy & Transport working group should develop an overarching 'umbrella' document, which supports the evidence base for the Local Plan and assists the growth programme, and which could also be utilised by the parishes to develop their NPS. A draft document to be developed and reported back to the CAP to agree. **Q.** How many additional people will be employed at the dockyard? **A.** Numbers will naturally fluctuate during the varying stages of the programme – an update will be brought back to a future meeting. Claire was thanked for her attendance and presentation.
7.	**Town and Parish Councils** **Landulph** Cllr Tagg highlighted the 'Landulph Link' - a community bus pilot running in conjunction with Saltash Red Bus and supported by GWR and Landulph Parish Council. The service could be used by adults requiring a quick trip to Saltash to pick up shopping, prescriptions or library books as well as students at school in Saltash or Plymouth connecting with trains and buses. **ACTION (CT):** CT to share information with Cllr Adrian Cole. **St Keyne & Trewidland** The Clerk had raised a query in relation to the current consultation on the scoping of the next Local Plan and asked what methods local councils were using to raise awareness? In response, suggestions included QR codes on the front of parish magazines, parish Facebook pages, posters in bus stops and key locations. **ACTIONS (CT):** CT to circulate the query to Town and Parish Clerks and ask for any suggestions. It was suggested inviting a Neighbourhood Planning Group that had completed an NPS or were at an advanced stage to a future CAP meeting. It was also suggested inviting Cllr Sarah Preece, Cabinet Member for Tourism, Localism and Planning.
8.	**Transport/infrastructure update** **Tamar Bridge & Torpoint Ferry**

	Apologies were received from Philip Robinson, Chief Officer, Tamar Crossings. The Tamar Bridge & Torpoint Ferry Joint Committee Meeting took place on the 25th September – the meeting papers were available to view at Tamar Bridge and Torpoint Ferry 25 September 2026 The next meeting will be held on 4 December 2026. **A38 – update from National Highways following the stakeholder event held on 5th October** An update from National Highways was awaited. Feedback was provided by CAP Members who attended the stakeholder event. The following concerns were raised: • the current proposals were not appropriate. • the potential risk to the surrounding rural road network. • the impact of drivers using unsuitable alternative routes. • the impact on the Cornwall Council maintained network and associated ongoing maintenance costs as a result of the additional traffic. • longer journey times. • consideration needed of the exponential growth forecast for the area. • concern it was a budget driven solution and the potential risk of being ruled out of future infrastructure investment needed. James Millidge, Chair of Safe38 also shared these concerns and welcomed support from the CAP in making representation to National Highways. He also queried if the feasibility of average speed cameras could be explored, following positive results along the Carkeel to Trerulefoot section. **ACTION (CT):** The CAP agreed to write to National Highways, following an overwhelming vote by members and based on the feedback received after the consultation event, to make their views known that the South East Cornwall Community Area Partnership is of the opinion that the current proposals for the A38 are not appropriate and that it needs to be reconsidered.
9.	**Working Groups - updates** **9.1 - Economy & Transport working group** The group were keen to work alongside Devonport Growth Programme colleagues to take forward the development of an umbrella document for the CAP that would also support the Neighbourhood Priority Statements. **9.2 - Tamar to Moor and South East Cornwall Joint Health & Wellbeing working group** John Conway was elected as the Chair at the last meeting. Volunteer Cornwall updated on volunteer hubs and were keen to raise their awareness. **ACTION (CT):**

	CT to circulate information regarding community hubs to the CAP. *Please see this link for details* *Community Hubs Network | Volunteer Cornwall* Community transport was also discussed and issues around volunteer recruitment, funding etc. The next meeting will be focussed on dentistry. **9.3 - Climate Change & Nature Recovery Network** Useful platform for sharing ideas and information. The group discussed low-cost community projects which had positive impacts such as planters. The forthcoming Forest for Cornwall Free Trees Giveaway events were also noted including Liskeard on the 14th November, 10am – 1pm, Workshed, Fairpark Road, PL14 4BA Save the date for Forest for Cornwall free tree giveaways - Cornwall Council
10.	**Any Other Business** **Tideford Pedestrian Crossing** Following a request for an update, Cllr Ewert advised that it was scheduled to start in mid-October. It was expected to take 6-8 weeks and the works would be undertaken overnight.
11.	**Next Meeting** Tuesday 5 January (Online, MS Teams).

South East Cornwall Community Area Partnership Meeting
Attendance List: 6 October 2026

Representatives	Record of Attendance
Cornwall Councillors	
Kevin Grey (Liskeard Central)	Present
Jim Gale (Lynher)	Present
Kate Ewert (Rame Peninsula & St Germans)	Present
Jim Candy (Looe West, Pelynt, Lansallos & Lanteglos)	Present
Hilary Frank (Saltash Essa)	Present
Keith Johnson (Saltash Tamar)	Present
Sarah Preece (Lostwithiel & Lanreath)	Apologies received
Jane Pascoe (Liskeard South & Dobwalls)	Present
Sean Smith (St Cleer & Menheniot)	Present
Rob Parsonage (Torpoint)	Not present
Mark Gibbons (Looe East & Deviock)	Present
Paul Cador (Saltash Trematon & Landrake)	Present
Town & Parish Councils *(Town & Parish Councils are in the process of appointing their single named voting representatives to the CAPs; where these have been confirmed by the Clerk, these are shown below)*	
Antony Parish Council: Councillor Peter Bulmer (named representative)	Present
Botus Fleming Parish Council	Not present
Deviock Parish Council: Apologies received from Councillor Mark Bloor (named representative)	Apologies received
Dobwalls Parish Council: Councillor Tracey Kitto (named representative)	Present
Duloe Parish Council	Not present
Landrake-with-St Erney Parish Council: Councillor Nigel Owen	Present
Landulph Parish Council: Councillor Clare Tagg, Councillor Martin Worth (CAP Vice-Chair) and Karen Yorke-Dunne (Clerk)	Present
Lanreath Parish Council: Councillor David Heard (named representative)	Present
Lanteglos-by-Fowey Parish Council	Not present
Liskeard Town Council	Not present
Looe Town Council: Apologies received from Councillor Mark Pughe (named representative) and Sam White (Clerk)	Apologies received
Maker with Rame Parish Council: Apologies received from Councillor Becky Lingard (named representative)	Apologies received
Menheniot Parish Council: Apologies received from Councillor Adrian Cole (named representative)	Apologies received
Millbrook Parish Council	Not present
Morval Parish Council	Not present
Pelynt Parish Council	Not present
Polperro Community Council	Not present
Quethiock Parish Council: Councillor John Blatchford (named representative)	Present
Saltash Town Council: Councillor Brenda Samuels (named representative), Councillor Pete Samuels, Councillor Steve Miller and Sinead Burrows (Clerk). Apologies received from Councillor Brian Stoyel	Present
Sheviock Parish Council: Apologies received from Councillor Liz Jenkins	Apologies received
St Cleer Parish Council	Not present
St Germans Parish Council: Councillor Alan Hodge (named representative) and Councillor Richard Elliott	Present
St John Parish Council	Not present

St Keyne & Trewidland Parish Council: Councillor Barbara Hopwood. Apologies received from Councillor Sarah Whiting (named representative)	Present
St Martin-by-Looe Parish Council: Apologies received from Councillor Barbara Reynolds	Apologies received
St Neot Parish Council: Councillor Thomas Thrussell	Present
St Pinnock Parish Council: Councillor Julian Dingle	Present
Torpoint Town Council: Apologies received from Councillor Gary Davis (named representative)	Apologies received
Warleggan Parish Meeting	Not present
Representatives of other organisations present at the meeting	
Claire Hurley, Head of Service, Business Improvement & Place (Projects), Cornwall Council (for min no 6)	
Inspector Simon Andrews – Devon & Cornwall Police	
James Millidge – Safe38	
Members of the public	
Two members of the public were in attendance.	
Community Area Partnership officer team	
Catherine Thomson (Community Link Officer, Cornwall Council)	Present
Lisa Grigg (Community Support Assistant, Cornwall Council)	Present
Louise Wood (Cornwall Council Leadership Team Representative/Service Director – Planning & Housing, Cornwall Council)	Apologies received
Apologies for absence received from representatives of other organisations	
Philip Robinson – Tamar Crossings	

CORNWALL COUNCIL
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Devonport Growth Programme

South East Cornwall CAP - Overview – October 2026

www.cornwall.gov.uk



Devonport Growth Programme Overview

“Our mission is to align investment, planning, skills, and infrastructure to maximise local economic and social benefits.”

Strategic Investment and Growth
£7.1 bn (originally £4.4bn) investment in HMNB Devonport drives employment growth and infrastructure demand across the wider peninsula.

Collaborative Cross-Authority Approach
Joint working via Memorandum of Understanding between Cornwall, Plymouth, Devon and Torbay councils enables coordinated growth management.

Sustainable and Coordinated Planning
Programme aims to plan, timely housing, employment opportunities and transport solutions supporting sustainable growth.

Cross-Directorate Integration
Bringing together economic development, housing, transport, skills and leadership for aligned strategic delivery and risk management.



Headlines

- 25k job workforce gap – 10 years
- The employment curve for Devonport expected to be highest in the first 5 years.
- Plymouth City Council in partnership with Homes England seeking to deliver 10,000-12,000 homes
- 23% of Babcock's workforce live in Cornwall
- £7.1 bn (originally £4.4bn) announced for Devonport is investment in the Naval Base and dockyard
- £50m Plymouth Defence Growth Deal
- £20m (regional) Local Innovation Partnerships Fund – Autonomy (Land, Sea & Air)
- £20m (£8m capital) City College Plymouth Defence



Programme – Aligned Thematic Workstreams

Devonport Defence Growth Programme

A collaborative initiative dedicated to supporting sustainable defence-related growth in and around Devonport.

Team Plymouth	Cornwall – specific
Skills – incl. Pre 16 and Post 16	**Skills and Workforce Development -** Focuses on aligning education and training with employer demand to create inclusive employment opportunities in Cornwall.
Transport	**Transport and Connectivity -** Workforce access challenges including rail, ferry, and strategic transport planning to improve commuting options.
City Centre Housing and Regeneration	**Planning and Housing -** Supports coordinated housing delivery and strategic site development to accommodate population and workforce growth.
Business, Innovation & Marine Autonomy	**Increase Innovation and Business Productivity -** Maximises supply-chain value, boosts productivity and attracts investment via innovation and land development.
Social Value Delivering Impact	**Regeneration –** Deliver the Defence Growth Programme through a place-based approach, informed by a comprehensive understanding of the challenges and opportunities affecting communities and businesses to maximise growth.
	Defence Related Assets within Cornwall – Identifying and maximising the connectivity, workspace, innovation and supply chain opportunities the airport provides to the Defence Growth Programme

Liskeard sector neighbourhood Policing team:

Liskeard Sector	PS 16709 SMITH is retiring and his replacement is TBC
Liskeard	PC 17906 HALL
	PC 18016 HOLLAND
	PCSO 30173 EDSER
	PCSO 30169 STEED
	Tri-Service TSSO 99674 GOODREID
Looe	PC 17168 WOODHEAD
	PC 10433 BRAILEY-EVANS
	PCSO 30281 BILLING
	PCSO 30211 COCKS
	Tri-Service TSSO 99673 BOURN
Saltash	PC 18255 DAVEY
	PC 10671 CUMMINGS moving roles soon and his replacement is TBC.
	PCSO 31132 DIAPER
	PCSO 30227 THORP
Torpoint	PC 18909 VOYZEY
	PCSO 31991 FOX
	Tri-Service TSSO 99675 BUCKLEY
	1 vacant post to be filled, either Saltash or Torpoint

NPS-Liskeard@devonandcornwall.police.uk

** not for reporting crime, please do this via the 'report' section on the Devon and Cornwall Police website or via 101 or 999 in an emergency **

Community Messaging

Encourage people to sign up to stay more connected with the local policing team.

https://community-messaging.dc.police.uk/

	Jan-Sept 26	Jan-Sept 25
ASB incidents (police logs)		
Liskeard Sector (total)*	375	699
Liskeard	139	285
Looe	73	94
Saltash	121	243
Torpoint	42	77
Crimes		
Liskeard Sector		
Total crimes	3226	3159
Key crime types:		
Arson	13	25
Theft	23	22
Shoplifting	205	215
Rape	74	62
Other sexual offences	116	114
Robbery	13	11
Stalking and harassment*	614	484
Drug offences	59	56
Possession of weapons	42	45
Violence with injury	394	424
Violence without injury	556	537
Burglary	70	92
Criminal damage	377	430

*The reduction in ASB incidents but the increase in stalking & harassment is likely due to the change in recording of incidents involving neighbours.

Devon & Cornwall POLICE

Micromobility

Micromobility = e-bikes (EAPC), privately owned e-scooters, *Beryl* trial e-scooters, e-motorbikes (SurRon and other off-road-style motorbikes)

Micromobility use is rapidly increasing across Devon and Cornwall. Whilst environmentally desirable to reduce car usage and promote active travel, the police and emergency services are seeing an increasing number of children and adults being injured through collisions involving micromobility as vehicles are travelling at speed and riders/drivers often have poor understanding of being a safe & legal road user. Some communities are also being impacted by anti social and criminal use of micromobility linked to drug dealing, theft and violence.

The current law:

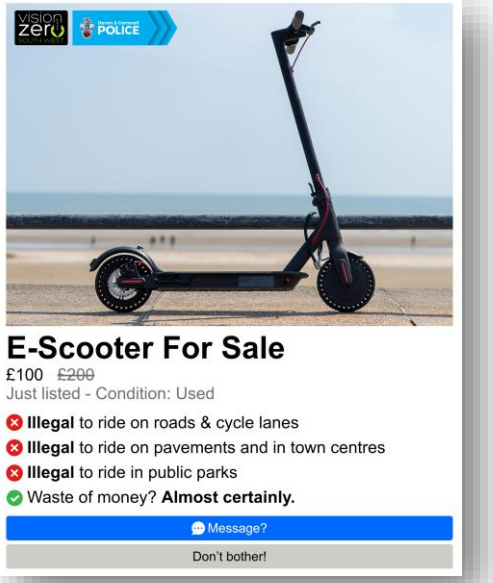
1. **Privately-owned electric scooters** – driving these is illegal on pavements, in public places and on public roads. They are motor vehicles requiring a driving licence, MoT, Tax, Insurance. It does not matter what age the rider, they are illegal if used on paths, public spaces and roads. The only place they can be used legally is on private land with the landowner's permission. The only legal e-scooters are the Beryl Trial Scooters which are only available in some areas & riders must be 18+ & have either a provisional driving licence or full UK Driving Licence. If anyone is driving a private e-scooter please tell us & if someone is illegally riding a trial e-scooter such as being underage, tell Beryl and if being used anti socially or criminally tell us
2. **E-bikes** (EAPC Electrically Assisted Pedal Cycles) must be fitted with pedals that are used to propel it, (must NOT be operable on the throttle only – the rider must pedal to get e-assistance), have an electric motor with a **maximum** continuous rated power output not exceeding 250 watts & the electric motor must cut off e-assist when the bike reaches 15.5mph & the rider must be **14 years or older** to ride an EAPC. If anyone is illegally riding e-bikes, please tell us
3. **E-motorbikes** – many types of SurRons, BRZ's, Qlaway are electrically-powered, throttle-operated motorbikes where the pedals are not used to propel the vehicle. To use them on public roads and spaces they require driving licences, MoT, Insurance, type approval, registration plates, helmets to be worn. If anyone is driving, please tell us

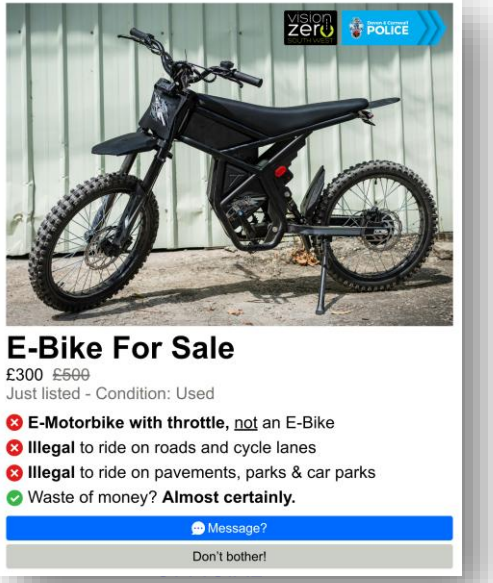
Micromobility

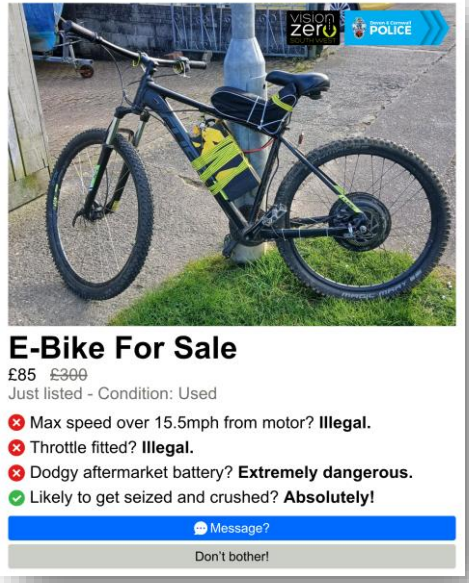
Micromobility = e-bikes (EAPC), privately owned e-scooters, *Beryl* trial e-scooters, e-motorbikes (SurRon and other off-road-style motorbikes)

For more information on micromobility law and to report your concerns

Devon and Cornwall Police Report a crime, incident or suspicion
EAPC standards and legal requirements - GOV.UK
General Gov.uk guidance and lithium battery safety
Crimestoppers for anonymous reporting
Life Choices On The Road Booklet | Resources | Vision Zero South West
Dangerous & illegal use of Beryl e-scooters







Micromobility

Micromobility = e-bikes (EAPC), privately owned e-scooters, *Beryl* trial e-scooters, e-motorbikes (SurRon and other off-road-style motorbikes)

Vision Zero | A collaborative road safety community project Road safety focus & resources PLEASE SHARE POSTS FROM THE FACEBOOK PAGE Vision Zero South West | Facebook



Any questions on police approaches to micromobility please email
mary.ross@Devonandcornwall.pnn.police.uk

If concerning Beryl bikes and e-scooter trials generally this is the responsibility of Cornwall Council Adrian Roper
Cornwall E-Scooter Trial: Falmouth & Penryn, Newquay, Penzance and Truro | Let's Talk Cornwall
adrian.roper@cornwall.gov.uk

Road Casualty Reduction Officers | Facebook
Existing posts on micromobility
Escooters – what parents need to know pt1
https://www.facebook.com/share/r/19Vr39gsrg/
e-bikes – what's the difference?
https://www.facebook.com/share/v/17ZQJ6fvxX/
https://www.facebook.com/watch/?v=1406945061362163
Can You Legally Ride a Sur-Ron on UK Roads? This Sur-Ron was seized by police after being used illegally. Although some people see them as electric bikes, Sgt Owen
https://www.facebook.com/watch/?v=448375329520334 7 30 E-Bikes and E-Scooters Seized in Four Nights Sgt Owen and his team seized 30 illegally used e-bikes and e-scooters across just four nights. Owen talks us through.



CHAMBER REPORT

The start of the meeting on the 5th October 2026 was the AGM which contained the usual formalities with the minutes of the 2025 AGM approved. The Treasurer then gave his report and the annual accounts were approved. The Membership Secretary then reported that the invoices would shortly be going out for this year's membership.

It then came to election of Officers and I was reluctantly re-appointed Chair, Mr. Bond as Treasurer, Ms. Slader as Membership Secretary, Martin Lister who has been Minutes Secretary for many years agreed to take on the role as Chamber Secretary. With the confirmation of Oakleys continuing as Auditors the AGM was completed and the meeting moved on to discuss normal monthly business.

The Town Council were thanked for the grant of £2,500 towards the cost of running the Christmas Festival and M/s Frank confirmed that, in view of the weather for the last 2 years, contingency plans were being put in place to avoid the same occurrence this year.

Members were updated on STC proposals for the Christmas Lights switch-on event on the 13th November and informed that this year an events company, Diverse Events, were organising matters. All shops were/are being notified in the hope of more staying open on the night.

M/s Frank explained to members what the Augmented Reality Trail being discussed by Town Team was all about.

Some matters were raised about the Tamar Crossings and it was mentioned that a £½ million income was lost by allowing free use by buses, the disabled and emergency vehicles. It was also confirmed that there were no revised plans to increase the admin. fee for tag holders. There was also a question re. the steep increase in crossing fee from 2/6d (12½p) to the present £3 but then it was realised that with inflation 12½p in 1963 is now the equivalent of £3.40.

It was queried as to the usage of the charging points in Culver Road car park as it had been noticed recently that there were cars waiting to park in the ordinary spaces, but no-one using the charging point spaces. M/s Frank would get some information from her Cornwall Council colleagues.

Following discussion re. the trailer used at events, it was decided to submit an application to STC to see if there was a chance of securing a grant towards some of the cost of upgrade. It was agreed to submit an application to the Community Chest.

There being no further business the meeting closed at 6.45p.m.

End of repor
P Ryland - Chairman

Report by Cllr Paul Cador

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic
The below Road(s) will be temporarily closed to allow works to be completed on the highway.
If you have any queries regarding these works please contact the Utility direct on the number below. Any responses to this email received by Street Works will be forwarded to the Utility for them to respond.
Please note that this is only an Intention Notice and as of yet an Order has not been issued. Please respond with any feedback within fourteen days from the date of this e-mail.
Location: Road From Junction West Of The Old Mill To Antony Passage, St Stephens
Timing: 18th November 2026 to 19th November 2026 (08:00 to 18:00 hours)
Contact: Chris Slater at Circet UK – Tel: 07971 142611,
email: Christopher.slater@circet.co.uk
Please click the following link for a map: https://one.network/?tm=GB152383325

Road Traffic Regulation Act 1984, S.16A
The below event road closure request has been received.
Event: Landrake Cross Country Run
Date: 12th March 2027
Times: 12:00 to 15:00
Please click the following link for Intention Notice and map
: https://one.network/?tm=GB152844865

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic
The below Road(s) will be temporarily closed to allow works to be completed on the highway.
If you have any queries regarding these works please contact the Utility direct on the number below. Any responses to this email received by Street Works will be forwarded to the Utility for them to respond.
Please note that this is only an Intention Notice and as of yet an Order has not been issued.
Please respond with any feedback within fourteen days from the date of this e-mail.

Location: Cocks Lake Lane, Notter

Timing: 26th November 2026 to 26th November 2026 (08:00 to 18:00 hours)

Contact: Barr Engineering Services on behalf of Wildanet - Tel: 07944 625140,
email: streetworks@barrengineeringservices.co.uk
Please click the following link for a map: https://one.network/?tm=GB152169032

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic
Location: Footpath 37 in the Parish of Saltash
Timing: 22nd October 2026 to 12th May 2027 (24 hours)
Reason for Emergency Closure: - Defective and hazardous footbridge and staircase
Contact: Countryside Access Team - Tel: 0300 1234 200,
email: countryside@cormacltd.co.uk

The above closure has been approved and is now in progress. Please click the following link to view a map and associated documents:

View on https://one.network/?tm=GB153199305

Have your say on proposed changes to Council Tax Support

Residents are being asked for their views on possible changes to Cornwall Council's Council Tax Support scheme for working-age households.

Council Tax Support helps people on low incomes with the cost of their Council Tax. Around 19,000 working-age households in Cornwall currently receive support through the scheme.

The Council is consulting on a range of options, including keeping the current maximum level of support at 75%, or reducing it to 70%, 65%, 60% or 55%.

Pension-age residents would not be affected by the proposed changes.

The consultation comes as the Council continues to face significant financial pressures, with the cost of providing key services rising.

The working-age Council Tax Support scheme currently costs around £21 million a year and is expected to rise to around £22.2 million next year if no changes are made.

Councillor Adam Paynter, Cornwall Council portfolio holder for Finance, said: "Council Tax Support provides important help to thousands of households across Cornwall, and we know many of those receiving it are already managing on very limited incomes.

"At the same time, the Council is facing significant financial pressures, and we have to look carefully at where savings can be made.

"It's important to stress that no decision has been taken – that's why we're carrying out this consultation. We want to understand what the different options would mean for people before councillors decide what happens next, so I would encourage residents to take part and tell us what they think."

The consultation runs until December 13, 2026. Feedback will be considered before Cabinet makes a recommendation to Full Council, which is expected to make the final decision in January.

You can take part by visiting https://letstalk.cornwall.gov.uk/council-tax-support

Any agreed changes would take effect from April 1, 2027.

End of report – Cllr Paul Cador

Cornwall Councillor's Report to Saltash Town Council

Submitted by: Cllr Keith Johnson
Division: Saltash Tamar
Reporting period: September 2026

This report brings together recent public updates, correspondence and email drafts. Proposed actions are distinguished from completed work, and confidential casework details have been excluded.

1. Burraton site and proposed Aldi development

Since being elected, I have raised residents' concerns about the proposed disposal and development of the Burraton site. My work has included raising the matter at Full Council, attending a public protest, meeting Saltash Saving Our Green Spaces and Aldi's consultants, and writing to Cornwall Council's Chief Executive and senior officers.

My correspondence has sought clarity about the disposal process, consultation and the implications for existing community use. I have also pursued concerns about unanswered correspondence and the handling of these matters.

My focus remains on transparency and ensuring that residents' concerns are properly considered. Any planning application must be assessed through the formal planning process, with residents able to submit representations.

2. Road safety, speeding and transport concerns

Residents continue to raise concerns about speeding, including on Fairmead Road. Following a recent speed camera van visit, a resident reported a marked improvement in driving behaviour while the van was present, followed by a return to speeding afterwards.

Recent correspondence requests temporary traffic monitoring cables over a continuous period, ideally longer than 24 hours. This would provide a more representative picture of traffic speeds throughout the day and night and help inform consideration of further measures.

Separate concerns about night-time speeding reinforce the need for monitoring outside normal daytime periods. Road noise and pressure on local transport infrastructure also remain continuing issues.

3. Fore Street smart hub and digital advertising

I have submitted objections concerning applications **PA26/00853 and PA26/00854**, relating to the pavement outside 6 Fore Street.

My representations address:

- Pedestrian accessibility, usable pavement width and disabled access.
- Highway safety, visibility and potential driver distraction.
- Illumination and night-time amenity.
- The character of the street, cumulative street furniture and heritage considerations.
- Access to nearby premises and the claimed public benefits.

I have requested that the planning and advertisement consent applications are assessed separately. Correspondence with officers has also addressed how my objections are summarised for members.

A hospital appointment prevents my attendance, so I have sought to ensure that my representations are available when the proposals are considered.

4. Housing allocations and local connections

Recent resident correspondence has raised allegations that Birmingham City Council is purchasing a substantial number of homes in Saltash. These allegations remain unverified and should not be presented as established fact.

The matters requiring clarification include ownership, intended occupation and compliance with any applicable Section 106 restrictions and local connection requirements.

Where residents live outside Saltash Tamar Division, correspondence should be coordinated with their divisional councillor, including Cllr Hilary Frank where appropriate.

I continue to receive wider concerns about housing growth and the capacity of local infrastructure.

5. Support for Saltash businesses

I have promoted opportunities for local businesses to access training in social media, artificial intelligence and website development.

Following public outreach, ten businesses were visited directly:

Response	Businesses
Interested	4
Not interested	4
Unsure	2

These responses indicate potential demand but do not represent confirmed course bookings.

The Town Team Committee needs to decide whether to pursue the proposal. Its consideration should include existing free training, the potential offer from Saltash Studios, delivery arrangements, resources and the need to avoid duplication.

6. Early years and childcare

I have received concerns about the financial position and potential closure of St Nicholas and St Faith Preschool.

Draft correspondence identifies the need to establish the financial shortfall, understand what assistance has already been sought and explore available support with Cornwall Council's Early Years service. A visit and further discussion with those involved have also been proposed.

The immediate concern is the potential impact on children, parents and access to affordable local childcare. No funding or continued operation has been confirmed in the material informing this report.

7. Children, families and education scrutiny

Through Together for Families scrutiny, I am developing proposals to examine inequalities in educational outcomes, including the gender attainment gap, early literacy, SEND and exclusions.

Recent draft material also identifies questions about foster carer recruitment, the conversion of enquiries into approved carers, barriers to assessment and the capacity of assessment and support teams.

The proposed approach seeks evidence-led recommendations, clear responsibility, measurable improvements and subsequent review of progress.

8. School travel and education provision

Recent scrutiny preparation has covered the Education Strategy, home-to-school and post-16 travel assistance, Curriculum Kernewek and children's social care performance.

The questions being developed concern affordability, accessibility, demand, staffing and the implications for families. Where changes are proposed, members need clear information about costs, consultation, delivery commitments and how their effects will be assessed.

9. Proposed children's residential provision

I have received preliminary contact about a proposed children's residential care home on Callington Road.

The proposal remains at an early stage. Further discussion would provide an opportunity to understand the intended service, management arrangements and local implications. Any subsequent planning application must be assessed on its merits through the usual process.

10. Council finances and scrutiny

As Vice Chair of Cornwall Council's Budget Development and Overview Scrutiny Committee, my priority is effective scrutiny supported by timely, detailed and accessible financial information.

Recent draft correspondence supports a central index of financial reports and sufficient time for members to examine budget assumptions, proposed savings, service impacts and financial risks.

Clear answers, identified responsibilities and a record of follow-up actions are essential to meaningful scrutiny and accountability.

11. Council Tax Support

Recent correspondence and draft public updates address proposed changes to Cornwall's Council Tax Support scheme.

The principal questions are:

- What alternative savings have been considered?
- What would the options mean for low-income working-age households, disabled residents, carers and families?
- How much additional income would actually be collected after allowing for arrears, recovery costs and hardship support?
- What practical protection would be available for residents unable to afford higher payments?

Residents need clear explanations of the proposals and opportunities to contribute to the consultation.

12. Tamar crossings and transport costs

Tamar crossing charges remain a continuing concern for residents and businesses.

Recent correspondence has explored the implications of the Highways (Financing) Bill, including questions about tolling powers, financial transparency and the position of existing crossings.

There is no confirmed outcome on toll abolition. Continued engagement with the local MP and relevant authorities remains necessary.

13. Resident support and confidential casework

Recent correspondence also covers individual care and support concerns, access to advocacy, safeguarding matters and financial hardship associated with serious illness.

These matters require individual consideration and appropriate follow-up with the relevant services. Personal and identifying information has been excluded from this public report.

Recommendation: That Saltash Town Council notes the report and the continuing work described.

Report to Saltash Town Council November 2026

Cllr. Hilary Frank

Representing Saltash Essa, *Konseler Kernow Essa*

CASE FOR CORNWALL DEVOLUTION CONFIRMED

The Autumn Budget brought very welcome news for Cornwall: Cornwall Council will become a single Foundation Strategic Authority on a Cornwall-only footprint without the need for an elected mayor, recognising what ministers have called 'Cornwall's unique cultural status'. Under Leigh's leadership, Cabinet has worked hard to make the case for a Cornwall-only approach. His vision throughout has been for a stronger Cornwall, with more decisions about our future made here, and I am pleased to have played my part in bringing us to this point

Foundation status gives us a stronger platform to seek more control over decisions in areas like housing, transport, skills and economic development.

There is more work to do, but this is a significant step forward for Cornwall. The next stage will be the Government's Rewiring the State Delivery Plan, which is expected before the end of the year. Cornwall Council response to the devolution announcement

IMPLICATIONS OF THE CHANCELLOR'S AUTUMN BUDGET

The Budget contains some measures that will support high streets: from April 2027, retail, hospitality and leisure businesses with a rateable value of up to £18,000 will receive 100% Small Business Rates Relief. Pubs, social clubs and most live music venues will receive 35% relief. Cornwall has around 5,170 retail, hospitality and leisure businesses, 98% of which are small or micro businesses, and I hope these changes will offer support to traders and venues here in Saltash.

The wider picture for councils is less encouraging, though. The Local Government Association in its assessment of the Autumn Budget says there is no meaningful overall increase in local government funding. There is no new money for children's social care, and the Budget does not explain how future SEND deficits will be addressed. There are very difficult financial choices facing Cornwall Council.

SETTING CORNWALL COUNCIL'S BUDGET

We are working hard to set Cornwall Council's budget for 2027/28. Early modelling has identified a gap of around £22 million. This is an early estimate, but it illustrates the scale of the challenge, with particular pressures from adult social care, children's services and home-to-school transport.

As a Foundation Strategic Authority, Cornwall will receive £2.66 million from the new Good Growth Fund for 2027/28, as well as a share of the £150 million capacity fund for strategic authorities. But other national funding decisions have added to our budget pressures. The Rural Services Delivery Grant was removed in 2025/26 and remains absent from the current three-year settlement, and the Recovery Grant is weighted heavily towards urban authorities.

Budget planning is made harder by a national loophole allowing some second homes reclassified as holiday lets to claim Council Tax refunds going back 30 years. This has already cost Cornwall Council around £10 million this financial year, and Adam Paynter, Deputy Leader and Cabinet Member for Resources, said it "seems criminal" that the Council has to repay the money. Cornwall Council and Cornwall's MPs are pressing the Government to change the rules.

Our budget figures are being updated following the Autumn Budget before draft proposals come to Cabinet on 11th November.

f40 CAMPAIGN FOR FAIRER EDUCATION FUNDING

f40 brings together 43 local authorities which are among the lowest funded for education. In 2026–27, Cornwall will receive £1,115.42 per pupil through the High Needs Block. This is the 11th lowest allocation of 151 local authorities and less than a third of the highest allocation. (Camden will receive £3,831.71 per pupil, and Westminster will receive £2,851.66.) These figures are stark, and they matter because they affect the support schools can provide to children with additional needs.

The f40 group is calling for a review of the National Funding Formula, fair and sufficient funding for schools and for SEND, and greater local flexibility to support early intervention and inclusion. On 2nd November, I will attend f40's Executive Committee meeting in Westminster and join colleagues in making the case to MPs for fairer and sufficient education funding across all the areas we represent.

CORNWALL COUNCIL CHIEF EXECUTIVE

Following the resignation of Cornwall Council's Chief Executive, Kate Kennally, the recruitment process for her successor is now underway. Shortlisting will take place before Christmas and interviews are planned for early January, with the aim of bringing the appointment panel's recommendation to Full Council later that month.

JUBILEE GREEN COASTAL DEFENCE

Jubilee Green is a well-used and much-valued local space, so I am pleased that Cornwall Council's work to strengthen the coastal defences is now substantially complete. The deteriorating revetment has been replaced with approximately 140 metres of rock armour, helping to protect the seawall, riverbank, boat park, public open space and car park from coastal erosion. Jubilee Green Coastal Defence update

DEVONPORT NAVAL BASE VISIT

In October, I had the privilege of visiting HM Naval Base Devonport along with Cornwall Council Leader Leigh Frost, as guests of China Fleet Trust and at the invitation of Commodore Jane Roe. The scale of the work was striking, and the visit brought home just how directly the investment will impact Saltash and South-east Cornwall.

There are opportunities for local businesses, apprentices and young people, but growth at Devonport will also add pressure to transport and housing. I will continue to be a champion for Saltash and SE Cornwall, working to make sure that our communities share in the opportunities and that the pressures on our roads, housing and public services are properly planned for.

To welcome representatives from Drip Drip Tamar and to receive their presentation and consider any actions.

DripDrip is a community group based around Calstock, of like-minded people working towards improving the health of the river Tamar.

Monitoring

We have collected water samples from two sites each week for a year and sent them to be professionally tested for harmful bacteria.

Community

We run stalls as part of local events, share our results to keep the community informed about water quality and safety.

Action and Advocacy

We give community talks, work with our local MPs to raise awareness and we are currently working with a team of solicitors to gain legal rights for the river. Please click on the QR codes below for more information.

https://dripdriptamar.org/



DRIP DRIP
WORKING TOWARDS A HEALTHY TAMAR RIVER

PRESENTER NICK SHAPLAND

WHY THE RIVER MATTERS

The river Tamar is not just a scenic backdrop, it is a **vital ecosystem** that creates a range of habitats.

It is also a **community resource** For centuries it has been a vital lifeline.

But
River is in decline.



DRIP DRIP-ORIGINS

OUR ACTION

PROTECTING THE TAMAR RIVER BY:

- REGULAR MONITORING
- COMMUNITY ENGAGEMENT
- CREATING RIVER RIGHTS





SOUTH WEST WATER

WHY SOUTH WEST WATER HAS FAILED IN ITS DUTY OF CARE AND NEEDS TO BE ACCOUNTABLE.

- FOR REGULAR SEWAGE SPILLS THAT ENDANGERS THE RIVERS WILDLIFE AND HUMAN INTERACTION
- FOR DIVERTING FUNDS TO SHAREHOLDERS AND NOT MAINTAINING INFRASTRUCTURE
- IGNORING AND DIVERTING ATTENTION FROM FAILINGS

South West Water

Here are some numbers to demonstrate SWW performance over recent years. SWW is part of Pennon Group

2021 - 42,484 spills, 351,785 hours
They paid out 1 billion in dividends.(Extraordinary total due to very large special dividend in 2021.)

2022 - 37,649 spills, 290,271 hours
They paid £100 million in dividends

2023 - 58,249 spills, 520,737 hours
They paid out 111.7 million in dividends.

2024 - 56,173 spills, 544,439 hours
They paid out 126.9 million in dividends.

2025 - 46,164 spills, 407,006 hours
They paid out £133.7 million in dividends.

Information provided by Environment Agency and Market screener uk

Here are some numbers to demonstrate SWW performance over recent years. SWW is part of Pennon Group

2021	2022	2023	2024	2025
42,484 spills	37,649 spills	58,249 spills	56,173 spills	46,164 spills
351,785 hours	351,785 hours	520,737 hours £111.7 millions	544,439 hours	407,006 hours
£1.5 Billion	£100 million		£126.9 millions	£133.7 millions

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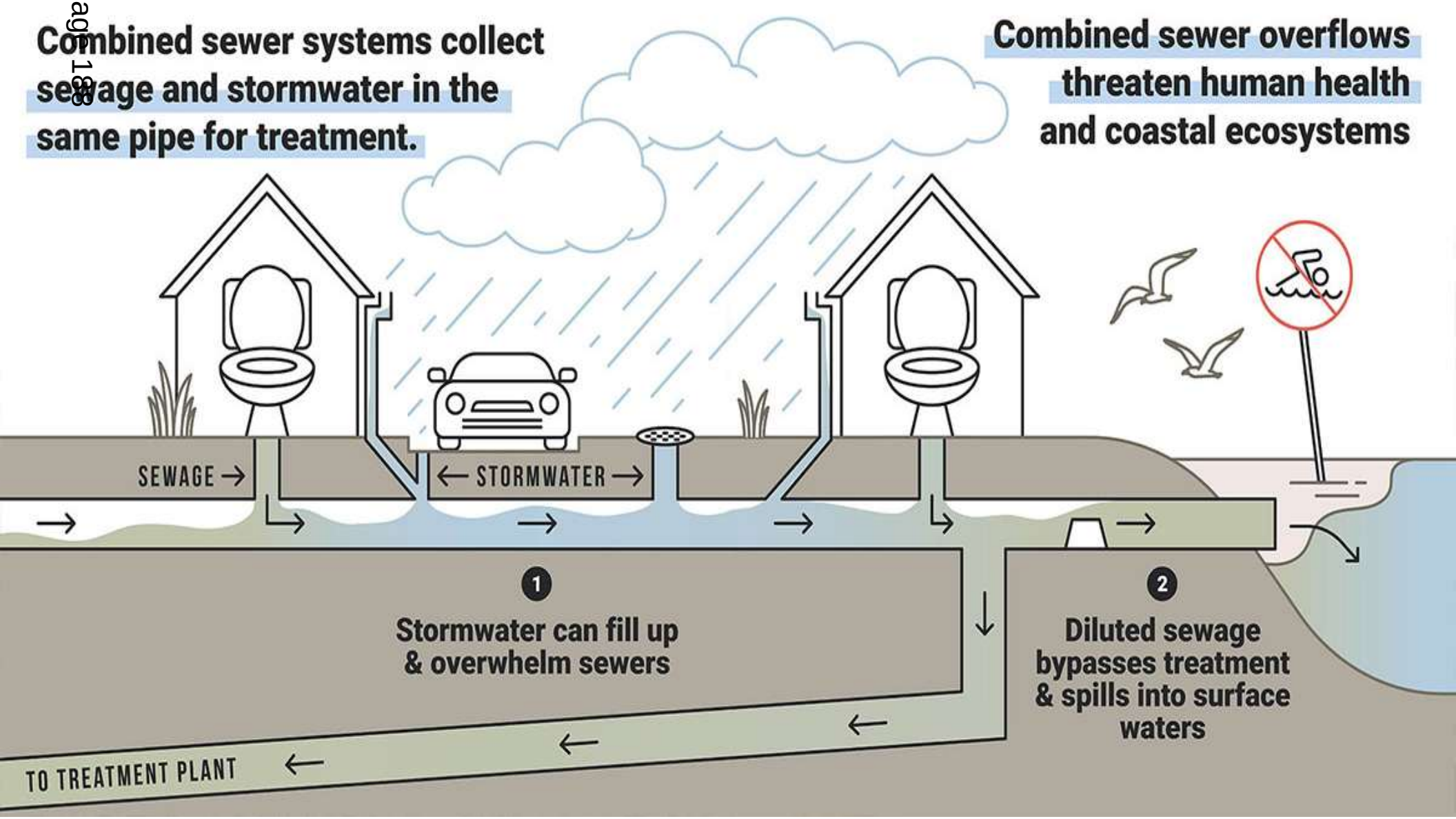
Information provided by Environment Agency and Market screener uk


Combined sewer systems collect sewage and stormwater in the same pipe for treatment.
Combined sewer overflows threaten human health and coastal ecosystems
SEWAGE →
← STORMWATER →
1
Stormwater can fill up & overwhelm sewers
2
Diluted sewage bypasses treatment & spills into surface waters
TO TREATMENT PLANT

THE GUIDELINES

A DISCHARGE EVENT

"water companies are allowed to spill on "wet days" (defined as rainfall exceeding 0.25mm in the preceding 24 hours or maybe even 72 hours (not tested in court)

The law also states "Where there is a discharge from a storm overflow, the undertaker, must publish that there has been a discharge, the location, when it began and when it ended."

And these must be published in near-real-time (within 1 hour).

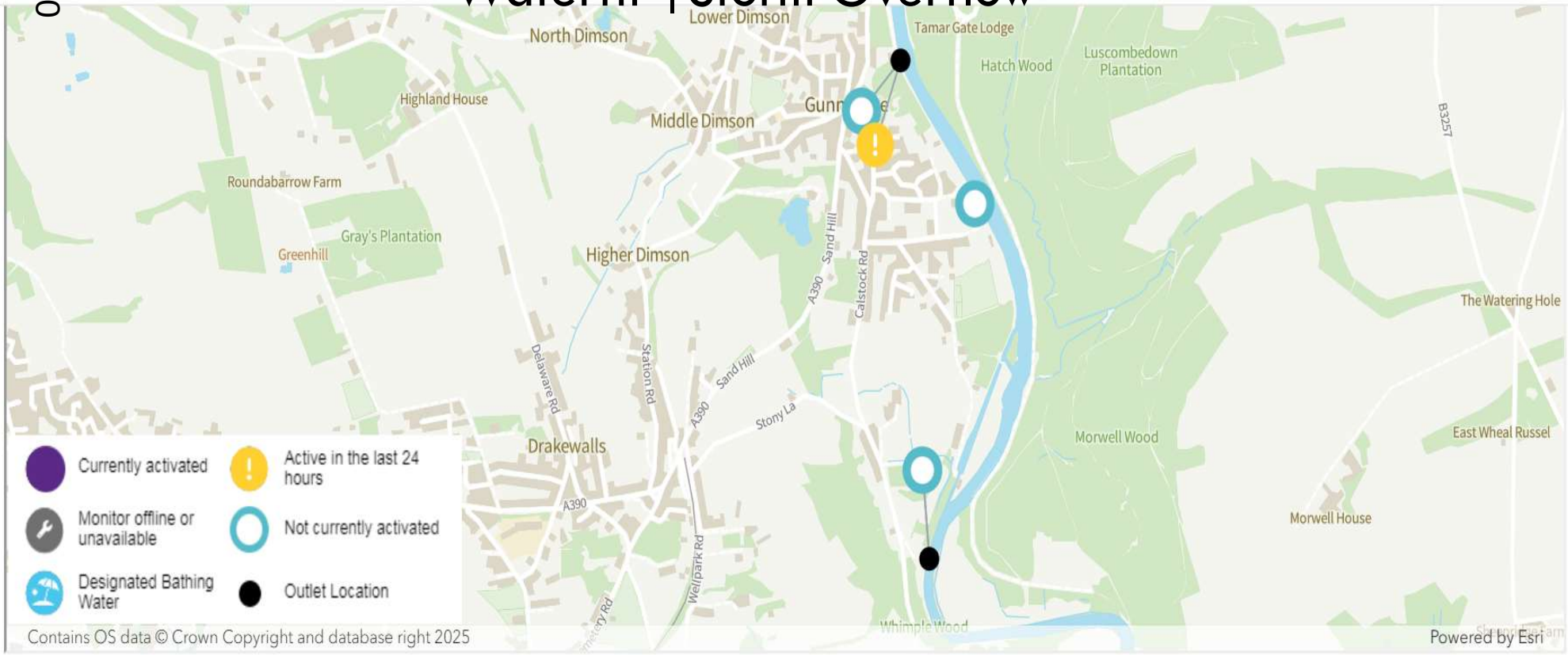
South West Water do this by very helpfully publishing on waterfitlive

https://www.southwestwater.co.uk/environment/rivers-and-bathing-waters/waterfitlive/storm-overflow-map

Import favourites | Home CCTV | nicks conflicts plut...

Chat

Waterfit | Storm Overflow



You can access storm overflow data in several different ways, thanks to our commitment to transparency.

IN OUR HOMES

Use water butts to collect rainwater for the garden

Take care what we release into the sewage system: chemicals, medicines, hormones, and non toilet paper waste



IN OUR COMMUNITIES:

Find out where you local CSO is and monitor it for illegal Discharge event through Waterfitlive.

Spread the word.



IN OUR INFLUENCE

Encourage your parish council sign up to Dowr Glan

Let SWW know your opinions and feelings, perhaps even vote with your wallet through withholding the sewerage portion of your bill.

Volunteer with Drip Drip



ACTION

What can you do?

Register your interest with Drip Drip and receive an information pack by email.
Full instructions on how to :-

1. Withhold Sewerage payments
2. Volunteer with Drip Drip
3. Monitor CSO releases using Waterfitlive
4. Personal responsibility 3Ps Pee, Poo, Paper.
5. Water butts, why use treated water to water your plants.
6. What to not put down your sink.
7. MP pro forma letter.
8. River rights introduction/update
9. Copy of Drip Drip Manifesto.

RIVER RIGHTS MANIFESTO FOR THE TAMAR

THE AIM IS TO CREATE A FUTURE IN WHICH THE TAMAR IS NOT ONLY DEFENDED WHEN DAMAGED, BUT HAS A RIGHT TO BE NURTURED AND CARED FOR.

RIVER RIGHTS CHARTER WITH THE ENVIRONMENTAL LAW FOUNDATION AND SIMMONDS AND SIMMONDS LAW FIRM, AS A PRO BONO CLIENT TO CREATE A TEMPLATE FOR OTHER RIVER ACTIVISTS.

CREATION OF RIVER GUARDIANS

ALSO LINKED TO 60 OTHER RIVER RIGHTS GROUPS.



THANK YOU FOR YOUR TIME AND ATTENTION PLEASE PROVIDE YOUR CONTACT DETAILS TO GET MORE INVOLVED.

Bank Receipts
Saltash Town Council
For the period 1 September 2026 to 30 September 2026

Contact	Description	Net	VAT	Gross
Barclays Active Saver Account	Transfer for Funds for Expenditure	£ 70,000.00	£ -	£ 70,000.00
Beating the Bounds	Ticket Income	£ 83.33	£ 16.67	£ 100.00
Card Processing Fees	Refund of card processing fees	£ 0.41	£ -	£ 0.41
Churchtown Cemetery	Interment Fees	£ 777.00	£ -	£ 777.00
Churchtown Cemetery	EROB Fees	£ 162.00	£ -	£ 162.00
Churchtown Cemetery	Additional Inscription Fee	£ 56.00	£ -	£ 56.00
Cornwall Council	2026/27 Precept - 2nd instalment	£ 830,940.50	£ -	£ 830,940.50
Daily Moorings	Fee Income	£ 75.00	£ 15.00	£ 90.00
EE	Cash back for STC mobile contract	£ 18.00	£ -	£ 18.00
Guildhall Income	Various Bookings	£ 41.20	£ -	£ 41.20
Guildhall Income	Refreshment Income	£ 20.00	£ 4.00	£ 24.00
Isambard House	Isambard House Bookings	£ 485.00	£ 97.00	£ 582.00
Isambard House	Refreshment Income	£ 20.83	£ 4.17	£ 25.00
Library Income	Replacement Card fees	£ 3.00	£ 0.60	£ 3.60
Library Income	Photocopying Fees	£ 146.99	£ 29.41	£ 176.40
Maurice Huggins Room	Credit for room being unusable due to Faulty Fire Alarm being set off	£ 587.12	£ -	£ 587.12
Oaklands Community Centre	Funding for Library - Coffee Mornings - August 2026	£ 13.57	£ -	£ 13.57
Public Sector Deposit	Bank Interest	£ 2,713.92	£ -	£ 2,713.92
Saltash Bowling Club	Longstone - Bowling Club Water Charges	£ 44.82	£ 3.38	£ 48.20
Saltash Scrap store	Funding for Library - Xmas Crafts	£ 467.44	£ -	£ 467.44
St Stephen Parish Church	Interment Fees	£ 1,741.00	£ -	£ 1,741.00
Trusted Boat Scheme	Trusted Boat Scheme Membership Fees	£ 41.67	£ 8.33	£ 50.00
Vincent Tractors Ltd	Sale of Wood Chipper	£ 800.00	£ 160.00	£ 960.00
Grand Total		**£ 909,238.80**	**£ 338.56**	**£ 909,577.36**

Bank Payments
Saltash Town Council
For the period 1 September 2026 to 30 September 2026

Contact	Description	Net	VAT	Gross
All Seasons Window Cleaning	Longstone Window Cleaning - September 2026	£ 20.00	£ -	£ 20.00
All Seasons Window Cleaning	Station Window Cleaning - September 2026	£ 40.00	£ -	£ 40.00
All Seasons Window Cleaning	Library Window Cleaning - August 2026	£ 80.00	£ -	£ 80.00
All Seasons Window Cleaning	Library Window Cleaning - September 2026	£ 80.00	£ -	£ 80.00
Allstar Business Solutions Limited	Fuel for Service Delivery vehicles	£ 189.10	£ 37.82	£ 226.92
Anglotech Group Limited (Previously Print Copy Scan Ltd)	Prints for Photocopiers 27/07/2026 to 20/08/2026	£ 306.33	£ 61.28	£ 367.61
Barclays	Bank Charges	£ 11.18	£ -	£ 11.18
Barclays Active Saver	Transfers of Precept Funds for Short-term Investment	£ 200,000.00	£ -	£ 200,000.00
BrightHR	Provisions of HR Software - September 2026	£ 78.00	£ 15.60	£ 93.60
Cleansing Service Group Ltd	Waterside Cabin - Cleaning and disposal costs	£ 185.40	£ -	£ 185.40
CloudyIT	Annual subscription for GovAssist AI software access for Town Clerk.	£ 194.00	£ 38.80	£ 232.80
CloudyIT	Annual subscription for GovAssist AI software access for Administration Team	£ 194.00	£ 38.80	£ 232.80
Coodes LLP	Legal Fees - P&F	£ 1,750.00	£ 350.00	£ 2,100.00
Cornwall Council	Insurance for Garage and Depot at Longstone Park - September 2026	£ 15.00	£ -	£ 15.00
Cornwall Council	Rent for Garage and Depot at Longstone Park - September 2026	£ 375.00	£ -	£ 375.00
Cornwall Council Deposit Fund	Transfers of Precept Funds for Short-term Investment	£ 390,000.00	£ -	£ 390,000.00
Cornwall Pensions	Pension Fund Payment - September 2026	£ 13,295.41	£ -	£ 13,295.41
Credit Card Purchases (Amazon)	Tripod for the Communications Officer	£ 30.74	£ 6.15	£ 36.89
Credit Card Purchases (Amazon)	Office Costs - P&F	£ 9.12	£ 1.82	£ 10.94
Credit Card Purchases (Amazon)	Wireless Keyboard for Office Manager/Assistant to the Town Clerk	£ 12.07	£ 2.41	£ 14.48
Credit Card Purchases (Amazon)	Wireless keyboard for Admin Officer to replace wired keyboard	£ 12.07	£ 2.42	£ 14.49
Credit Card Purchases (Amazon)	Guidhall Refreshment Costs	£ 37.97	£ 1.10	£ 39.07
Credit Card Purchases (Amazon)	Guildhall Refreshments Cost	£ 57.78	£ -	£ 57.78
Credit Card Purchases (Amazon)	Refund - Small Bin for Tea Trolley	-£ 5.82	-£ 1.16	-£ 6.98
Credit Card Purchases (Amazon)	Replacement Small Bin for Tea Trolley	£ 10.74	£ 2.15	£ 12.89
Credit Card Purchases (Amazon)	5 litre hot water urn for events and coffee mornings at the library.	£ 27.49	£ 5.50	£ 32.99
Credit Card Purchases (Amazon)	Activities Cost - Library	£ 21.64	£ 4.33	£ 25.97
Credit Card Purchases (Berry Useful)	Refund - Lamp light of peace for Remembrance 2026	-£ 45.83	-£ 9.17	-£ 55.00
Credit Card Purchases (Canva)	Addon Lite subscription - August 2026	£ 12.70	£ 2.44	£ 15.14
Credit Card Purchases (Spare X)	Beacon Light for Kubota Mower	£ 46.64	£ 9.33	£ 55.97
Credit Card Purchases (Xero (UK) Ltd)	Subscription - 01/08/2026 to 31/08/2026	£ 37.00	£ 7.40	£ 44.40
Dainton Group Services	Rent for Waterside Cabin and Effluent Tank	£ 321.42	£ 64.28	£ 385.70
Devon Contract Waste Ltd	Mixed Recycling Disposal - August 2026	£ 16.62	£ 3.32	£ 19.94
Devon Contract Waste Ltd	Confidential waste collection bins for destroying archived records stored at Library	£ 51.08	£ 10.22	£ 61.30
Doorcare South West Ltd	6 Monthly service on library automatic doors	£ 166.25	£ 33.25	£ 199.50
EE	Staff Work Mobile Charges - July 2026	£ 226.48	£ 45.30	£ 271.78
Efficient Comms Ltd	Starlink monthly rental - September 2026	£ 75.00	£ 15.00	£ 90.00
Efficient Comms Ltd	Telephone Call and Service Charges - August 2026	£ 303.90	£ 60.78	£ 364.68
Efficient Comms Ltd	Setup and Installation of Internet telephone system for staff	£ 2,745.00	£ 549.00	£ 3,294.00
Emily Charlotte Editorial Services	Adults creative writing workshop at the library	£ 100.00	£ -	£ 100.00
EON	Isambard House Electricity Charges - 01/08/2026 - 31/08/2026	£ 460.15	£ 23.01	£ 483.16
HM Land Registry	Land Registry title documents for Harebell and Campion	£ 7.00	£ -	£ 7.00

Contact	Description	Net	VAT	Gross
HMRC	PAYE payment - September 2026	£ 15,099.28	£ -	£ 15,099.28
HR Support Consultancy	HR Services for work carried out during the month of July 2026	£ 771.10	£ 154.22	£ 925.32
HR Support Consultancy	HR Services for work carried out during the month of August 2026	£ 771.10	£ 154.22	£ 925.32
Laser - Guildhall Gas	Gas Charges - 31/07/2026 to 31/08/2026	£ 80.91	£ 4.05	£ 84.96
Laser - Library Gas	Gas Charges - 31/07/2026 to 31/08/2026	£ 115.01	£ 5.75	£ 120.76
Laser - Longstone Park Depo	Credit for incorrect Gas Charges - 01/12/2025 to 28/02/2026	-£ 446.60	-£ 22.33	-£ 468.93
Laser - Longstone Park Depo	Gas Charges - 01/06/2026 to 31/08/2026	£ 277.71	£ 13.89	£ 291.60
Michaels Civic Robes Limited	Replacement Town Clerk robe	£ 2,450.00	£ 490.00	£ 2,940.00
Minster Cleaning (South West Commercial Cleaning Ltd)	Opening, closing and cleaning of Saltash Town Council toilet blocks for August 26	£ 3,267.11	£ 653.42	£ 3,920.53
Otis Ltd	Contractual Maintenance carried out as on Guildhall lift : 01/09/2026 - 30/11/2026	£ 827.97	£ 165.59	£ 993.56
Public Sector Deposit Fund	Transfers of Precept Funds for Short-term Investment	£ 240,000.00	£ -	£ 240,000.00
Robert Mcneil	Maintenance on Overhanging Hedge St Nicholas	£ 250.00	£ -	£ 250.00
Ross Drew Creative Design	To resize and reformat the STC Leaflet Map & 24 points of interest into the Di Bond Map framework.	£ 175.00	£ -	£ 175.00
Saltash & District Observer	Town Messenger - August 2026	£ 330.00	£ -	£ 330.00
Saltash Window Cleaning	Cleaning of Saltash Council Office - August and September 2026	£ 75.00	£ 15.00	£ 90.00
SOS Consultancy	Monthly IT Support Services - August 2026	£ 1,336.13	£ 267.23	£ 1,603.36
South West Councils	Chairing Skills for Councillors Training Course 02/09/2026 - Cllr P Nowlan	£ 45.00	£ 9.00	£ 54.00
South West Councils	Chairing Skills for Councillors Training Course 02/09/2026 - Cllr J Suter	£ 45.00	£ 9.00	£ 54.00
South West Water - Alexandra Square	Water and Sewerage Charges 02/06/2026 - 09/09/2026	£ 263.27	£ -	£ 263.27
South West Water - Belle Vue Toilets	Water and Sewerage Charges 16/06/2026 - 10/09/2026	£ 935.38	£ -	£ 935.38
South West Water - Longstone Depot - Connection to Bowling Green	Water and Sewerage Charges 05/08/2026 to 02/09/2026	£ 51.22	£ 3.97	£ 55.19
South West Water - Longstone Toilets - Connection to Bowling Pavilion	Water and Sewerage Charges 05/08/2026 to 02/09/2026	£ 95.90	£ 7.13	£ 103.03
South West Water - Maurice Huggins Room	Water and Sewerage Charges - 02/07/2026 - 02/09/2026	£ 42.49	£ 3.78	£ 46.27
South West Water - Victoria Gardens	Water Charges - 05/08/2026 - 02/09/2026	£ 7.94	£ 1.59	£ 9.53
South West Water - Waterside	Water and Sewerage Charges 09/06/2026 - 09/09/2026	£ 849.44	£ -	£ 849.44
Sovereign Fire and Security Ltd	Replacement of the Maurice Huggins Room fire alarm	£ 119.77	£ 23.95	£ 143.72
Sovereign Fire and Security Ltd	Fitting Smoke detectors fitted in the new library toilets, lobby and main library space during the refurbishment works	£ 851.88	£ 170.38	£ 1,022.26
Sovereign Fire and Security Ltd	Supply, install and commission 2 new CCTV cameras internally at the library	£ 1,303.45	£ 260.69	£ 1,564.14
Sovereign Fire and Security Ltd	Supply and install and commission of new external night vision CCTV cameras at the library building	£ 2,713.91	£ 542.78	£ 3,256.69
Spot-On-Supplies	Cleaning Supplies - Public Toilets	£ 52.10	£ 10.42	£ 62.52
Spot-On-Supplies	Cleaning Supplies - Longstone Depot	£ 7.14	£ 1.42	£ 8.56
Spot-On-Supplies	Cleaning Supplies - Guildhall	£ 130.50	£ 26.11	£ 156.61
Staff Salaries	Staff salaries	£ 41,973.40	£ -	£ 41,973.40
Stripe	Card Processing Fees	£ 13.18	£ -	£ 13.18
Sumup	Card Processing Fees	£ 2.03	£ -	£ 2.03
Tamar Safety	Health and Safety Consultancy Costs (Monthly instalment)	£ 470.00	£ 94.00	£ 564.00
Tamar Safety	Fire Risk Assessment and Building Risk Assessment - Library	£ 795.00	£ 159.00	£ 954.00
The Science Booth - Cornwall	Activities Cost - Library	£ 87.60	£ -	£ 87.60
Thirsty Work	Water Dispenser Rentals - 29/08/2026 to 28/09/2026	£ 70.00	£ 14.00	£ 84.00
Tool station	Credit redeemed for Unknown Overpayment on account (not showing on STC records)	-£ 1.45	-£ 0.29	-£ 1.74
Tool station	Bosch Screwdriver Bit Set Mixed	£ 7.76	£ 1.55	£ 9.31

Contact	Description	Net	VAT	Gross
Tool station	Uniform costs - Service Delivery	£ 59.12	£ 11.82	£ 70.94
Trade UK Account	Scrubb Graffiti Remover	£ 24.98	£ 5.00	£ 29.98
Viking Direct	Office Costs - Library	£ 5.78	£ 1.15	£ 6.93
Viking Direct	Office Costs - Longstone	£ 38.68	£ 7.74	£ 46.42
Viking Direct	Office Costs - P&F	£ 60.51	£ 12.11	£ 72.62
WaterPlus	Isambard House Water Supply Charges - 01/08/2026 to 01/09/2026	£ 80.45	£ 6.17	£ 86.62
Westcountry Skip Hire	Green Waste Disposal Cost 25/08/2026	£ 11.80	£ 2.36	£ 14.16
Westcountry Skip Hire	Green Waste Disposal Cost 16/09/2026	£ 14.16	£ 2.83	£ 16.99
Westcountry Skip Hire	Green Waste Disposal Cost 09/09/2026	£ 25.96	£ 5.19	£ 31.15
Westcountry Skip Hire	Large Builders Skip Disposal 19/08/2026	£ 357.00	£ 71.40	£ 428.40
	Grand Total	**£ 928,540.70**	**£ 4,746.47**	**£ 933,287.17**

NOTES

Meeting:	Saltash Town Team - Guildhall
Date and Time:	Monday 12 October 2026 - 5.30 pm

Present:	**Title/Representing:**
R Bickford (RB)	CEPL12
P Cador (PC)	Cornwall Council
S Gillies (SG)	Saltash Town Council
K Johnson (KJ)	Cornwall Council
S Miller (SM)	Chamber of Commerce
P Ryland (PR)	Chamber of Commerce
B Stoyel (BAES)	Saltash Town Council
J Hughes (JH)	Administration Officer

Apologies for absence:
C Bailey, H Frank, B Samuels and C Thomson

Item	Key / Action Points:	Action by:
33	**Health and Safety Announcements.** The Chairman informed those present of the actions required in the event of a fire or emergency.	
34	**Public Questions - A 15-minute period when members of the public may ask questions of the Saltash Town Team.** None received.	
35	**To receive the notes of the Town Team meeting held on 10 August 2026 as a true and correct record.** It was unanimously agreed that the notes of the last meeting were a true and accurate record.	
36	**To receive the latest Town Team funding statement and consider any actions.** The Chairman noted that the £277.81 balance remaining in the Trip 037 column of the previous statement has now been returned to Cornwall Council as agreed at the previous meeting. The funding statement and available S106 ringfenced funds was noted.	

37	**To receive an update from the Working Group for the Saltash Augmented Reality Trail and consider any actions and associated expenditure.** At the previous meeting, a Working Group comprising of HF, RB, SG and BAES was established to engage and consult with local traders in order to gain a better understanding of which operational model for a Reality Trail would be most suitable. The Working Group was also tasked with considering the future management and operational responsibility of the project once established. SG provided a verbal update and confirmed that the Working Group had met and are seeking external support and will report back at the next meeting. Members discussed the concerns relating to the potential high development costs of an 'Augmented Reality Trail' and noted that these are more commonly seen in large-scale visitor destinations. The Working Group will consider this further and report back to Members at the next meeting, alongside the findings of any additional research undertaken.	HF, RB, SG, BAES
38	**To receive an update on Banners for local pubs and restaurants and consider any actions and associated expenditure.** The Chairman provided an update, and whilst he has approached the wine library, no further action has been taken at this stage as the Town Council have been utilising the Banner site at the Retail Park for recent Co-option and now for the Settlement Spatial Plan.	

39	**To receive an update on the Town leaflets and associated signage maps and consider any actions and associated expenditure.** At the invitation of the Chairman, the Administration Officer presented the report circulated within the reports pack. Members were reminded that it had previously been agreed that the production of promotional leaflets and large map signs, to be installed at various locations as detailed in the report, would be funded from the Section 106 Waitrose Publicity Fund. However, the remaining balance within the fund is insufficient to meet the full cost of all five map signs. The Administration Officer therefore requested that Members consider allocating up to £5000 of the ring-fenced Section 106 Publicity Funds to support the delivery of the map signs and the distribution of promotional leaflets during the 2027/28 financial year, subject to approval from the S106 Officer that the funds can be used for this purpose. Whilst Members agreed that it would be beneficial to complete the map signage project, they were uncertain about the value of committing to a further year of leaflet distribution. Members wished to explore whether any usage data or feedback could be obtained from the QR code featured on the leaflet to help assess its effectiveness. Members also requested that consideration be given to scaling back the leaflet distribution programme to avoid unnecessary expenditure. It was further noted that a number of updates may be required to the leaflet content before any future print run is commissioned. It was agreed to refer the Officer's recommendations back to the Working Group for further consideration and investigation. The Working Group will review the matters raised by Members, including the effectiveness and scope of future leaflet distribution and any required updates to the leaflet content, and report back with its findings and recommendations at the next meeting.	SM, RB, HF

40	**To receive a report on car boot sales and consider any actions and associated expenditure.** HF was scheduled to present on this agenda item. However, in her absence, Members agreed that consideration of the matter would be deferred and would be received at the next meeting.	HF
41	**To receive an update on training for businesses and consider any actions and associated expenditure.** KJ provided an update on progress relating to the provision of training opportunities for local businesses. He advised that his initial approach had been to promote the initiative through a range of social media channels on 26 July, posting on ten relevant platforms and groups to gauge levels of interest, without specifying whether the courses would be funded or chargeable. However, despite this outreach, no expressions of interest or enquiries were received. KJ reported that a further social media post was made on 25 September, this time promoting funded courses in an attempt to assess demand. Once again, no expressions of interest or enquiries were received. He subsequently undertook direct engagement with local businesses, visiting ten premises on Fore Street in person. Of those visited, four businesses expressed some interest in the initiative. KJ noted that he had concerns regarding the viability of the project, advising that Saltash Studios already provides digital training opportunities and that numerous other organisations offer online digital training courses. He suggested that the availability of these existing training providers may be contributing to the limited level of interest shown by local businesses. Members discussed the viability of continuing to pursue the initiative in light of the limited interest demonstrated by local businesses through both online promotion and direct engagement.	

	Following discussion, it was agreed that KJ would prepare a report setting out the challenges encountered, the outcomes achieved, and any lessons learned from the research undertaken to date. Members will consider the findings of the report at a future meeting before determining how they wish to proceed with the initiative.	KJ
42	**A.O.B** Street Markets RB provided an update regarding the previous proposal for CEPL12 to take on responsibility for delivering the street markets. Members were reminded that the proposal had been placed on hold at the last meeting due to resource and capacity constraints. RB reported that CEPL12 remains keen to progress the initiative and hopes that sufficient resources can be made available to enable delivery of the street markets during the next year. He advised that the proposal remains under consideration and that CEPL12 will continue to explore opportunities to move the project forward when capacity allows. Street Audit Works RB provided an update following the recent street audit. He reported that he had received no further communication from Will Glassup, Highways and Environment Manager at Cormac, since the audit had taken place. Members noted that a number of the agreed works identified during the audit had yet to be completed. RB advised that he would contact Will Glassup to follow up on the outstanding repairs and seek an update on their progress. He also encouraged Members to notify him of any additional street maintenance issues requiring attention so that these could be raised with Cormac as part of the ongoing follow-up.	RB

	Pontoon Area Members discussed the connectivity between the Pontoon and Fore Street, and noted that Plymouth Boat Trips had reported that passengers were not always keen to walk up the hill to the town. Members discussed at length the various options that had been considered in the past that were unfortunately not financially viable. Jannercard PR confirmed that HF has been in contact with Mike Turner, creator of the Jannercard, he is interested in speaking with Members and will hopefully be available to attend the next meeting. Co-Op Culver Road Car Park PR reported that no response had been received from the retail management team regarding the possibility of introducing a one-hour free parking scheme. He advised that he would continue to pursue the matter and seek further engagement with the relevant parties; however, based on the lack of response to date, he was not optimistic that a favourable outcome would be achieved. SM indicated that Cornwall Council may be interested in doing some sort of parking agreement, he will pass the contact details to PR who will make further enquiries.	HF PR
43	**Date of Next Meeting: 14 December 2026.** End of Meeting: 6.20 pm	