

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Town Vision Sub Committee held at the Guildhall on Monday 16th March 2026 at 6.30 pm

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

ALSO PRESENT: S Burrows (Town Clerk / RFO) and J Hughes (Administration Officer)

APOLOGIES: None.

48/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.

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

49/25/26 DECLARATIONS OF INTEREST:

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

None received.

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

None received.

50/25/26 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

51/25/26 TO RECEIVE AND APPROVE THE MINUTES OF THE TOWN VISION SUB COMMITTEE HELD ON 28 OCTOBER 2025 AS A TRUE AND CORRECT RECORD.

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

Following a vote (5 in favour, 0 against, 3 abstentions), it was proposed by Councillor Gillies, seconded by Councillor Martin and **RESOLVED** that the minutes of the Town Centre Vision Sub Committee held on 28 October 2025 were confirmed as a true and correct record.

52/25/26 TO RECEIVE THE TOWN VISION BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

53/25/26 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

54/25/26 TO RECEIVE THE TOWN COUNCIL FUNDRAISING DATABASE AND TRACKER AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman provided an overview of the report contained within the circulated reports pack and invited comments from Members.

Members noted that it would be helpful to receive more detailed feedback from funders when applications are unsuccessful. In response, the Chairman invited the Town Clerk to provide clarification.

The Town Clerk explained that funders typically state that unsuccessful applications are due to the fund being oversubscribed. While common, this response offers little constructive guidance to support improved applications in future years. She further noted that providing tailored feedback is often challenging for funders, as the assessment process is time-consuming and producing meaningful feedback for every unsuccessful applicant would require significant additional resources. As a result, it would seem many funders rely on issuing a standard oversubscription explanation.

The Chairman reported that she had requested an amendment to the layout of the funding database so that successful applications (highlighted in green) appear at the top of the spreadsheet, with unsuccessful applications (highlighted in red) listed at the bottom, and the others in-between in a sensible order. She advised that this formatting revision would make outcomes clearer and easier to identify.

The Chairman also requested that the activity tracker sheet is to include the dates on which each activity occurred. She concluded by expressing her thanks to the Development and Engagement Manager for her continued hard work.

It was **RESOLVED** to note.

55/25/26 **TO RECEIVE A REPORT ON PROMOTIONAL MATERIALS FOR THE BUSINESS PLAN AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman provided an overview of the report included within the circulated reports pack. She noted that at a previous Town Vision meeting, it had been agreed that further promotion of the Business Plan was essential. However, this work has been delayed pending the appointment of a Communications and Engagement Officer.

The Chairman also advised that Town Vision should now begin preparing the next Business Plan and consider how enhanced promotional activity can be built into its development.

It was **RESOLVED** to note.

56/25/26

TO RECEIVE THE BUSINESS PLAN OBJECTIVES SET BY THE TOWN COUNCIL COMMITTEES AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman provided an overview of the report contained within the circulated reports pack and advised that the recent changes to the monitoring of the Business Plan had significantly reduced pressure on the Town Clerk and the Administration and Finance departments.

Members discussed each Committee objectives and achievements in detail.

Following a unanimous vote (8 in favour, 0 against, 0 abstentions) it was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED:**

1. To note the set objectives for the Services Committee and that the Personnel Committee objectives have been delegated to the Chair and Vice Chair for action.
2. To **RECOMMEND** to the Policy and Finance Committee to note the following achievements against the relevant objectives:
 - a) Preparation and recommendation of a reasonable and balanced precept increase for the 2026–2027 financial year.
 - b) The Committee's decision at its meeting on 10 March 2026 to authorise a full external review of the Town Council's Governance Framework.
 - c) The awarding of grants in accordance with the Town Council's Grants Policy.
3. To **RECOMMEND** to the Planning and Licensing Committee to note the following achievement against the relevant objective:
 - a) That a working group has been established to review the proposed sale of Burraton Field and to write to Cornwall Council to express concerns regarding the lack of transparency throughout the process.

57/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

58/25/26 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

59/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

60/25/26 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

Following a unanimous vote (8 in favour, 0 against, 0 abstentions) it was proposed by Councillor Marin, seconded by Councillor Gillies and **RESOLVED** to issue the following press and social media releases:

1. Business Plan – successful Town Council objectives (ongoing)
2. Funding Database and Activity Tracker – individual case studies (ongoing)

DATE OF NEXT MEETING

Thursday 30 April 2026 at 6.30 pm

Rising at: 6.51 pm

Signed: _____
Chairman

Dated: _____