



Saltash Town Council

Konsel An Dre Essa



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

10 March 2026

Dear Councillor

I write to summon you to the meeting of the **Town Vision Sub Committee** to be held at the Guildhall on **Monday 16th March 2026 at 6.30 pm.**

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

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

Yours sincerely,

S Burrows
Town Clerk / RFO

To Councillors:

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

1. Health and Safety Announcements.
2. Apologies.
3. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
4. Public Questions - A 15-minute period when members of the public may ask questions of the Town Council.
Please note: Any member of the public requiring to put a question to the Town Council must do so by email or via The Guildhall **no later than 12 noon the day before the meeting.**

Members of the public are advised to review the Receiving Public Questions, Representations and Evidence at Meetings document prior to attending the meeting.
5. To receive and approve the minutes of the Town Vision Sub Committee held on 28 October 2025 as a true and correct record. (Pages 4 - 6)
6. To receive the Town Vision budget statement and consider any actions and associated expenditure. (Page 7)
7. To consider Risk Management reports as may be received.
8. To receive the Town Council fundraising database and tracker and consider any actions and associated expenditure. (Pages 8 - 27)
9. To receive a report on promotional materials for the business plan and consider any actions and associated expenditure. (Pages 28 - 29)
10. To receive the business plan objectives set by the Town Council committees and consider any actions and associated expenditure. (Pages 30 - 34)
11. 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.
12. To consider any items referred from the main part of the agenda.

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

Date of next meeting: Thursday 19 March 2026 at 6.30 pm

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Town Vision Sub Committee held at the Guildhall on Tuesday 28th October 2025 at 6.30 pm

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

ALSO PRESENT: S Burrows, Town Clerk

APOLOGIES: J Peggs, B Samuels and P Samuels.

37/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.

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

38/25/26 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.

39/25/26 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

40/25/26 TO RECEIVE AND APPROVE THE MINUTES OF THE TOWN VISION SUB COMMITTEE HELD ON 7 JULY 2025 AS A TRUE AND CORRECT RECORD.

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

It was proposed by Councillor Gillies, seconded by Councillor Suter and **RESOLVED** that the minutes of the Town Vision Sub Committee held on 7 July 2025 were confirmed as a true and correct record.

41/25/26 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

42/25/26 TO RECEIVE THE TOWN VISION BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

43/25/26 TO RECEIVE THE TOWN COUNCIL BUSINESS PLAN DELIVERABLES FOR QUARTER TWO 2025/26 AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

The Chairman informed Members that there were no deliverables for receipt at this meeting. She further expressed concern regarding the volume of work the deliverables are generating for the Town Clerk, and the limited engagement from Committees in supporting the progression of these deliverables.

The Chairman extended her thanks to the Town Clerk for her efforts to date and reminded Members that the deliverables were originally presented to the Town Council as a flexible framework, acknowledging that it was a new initiative at the time.

Members expressed their agreement with the Chairman's observations.

To improve the delivery process, alleviate pressure on the Town Clerk, and promote Committee ownership, the Chairman proposed that each Committee select two objectives to focus on. Committees would then report progress to the Town Vision Sub Committee on a six-monthly basis.

It was further proposed that the Town Vision Sub-Committee reduce its meeting frequency to twice yearly, while maintaining the 2025/26 deliverables workflow to ensure Committees continue to review and work towards their selected objectives.

It was proposed by Councillor Gillies, seconded by Councillor Martin and resolved to **RECOMMEND** to Full Council:

1. That the delivery of the agreed outputs be amended by retaining the information already provided for future reference, and by limiting the number of objectives to two per Committee;

2. That each Committee reviews its objectives at every scheduled meeting and reports progress to the Town Vision Sub Committee on a six-monthly basis. The recording and tracking of objectives is to be simplified by the Town Clerk to support consistency and ease of reporting;
3. That Committees work towards achieving their objectives with the support of relevant staff;
4. That the Town Vision Sub Committee's Terms of Reference be amended to reflect a six-monthly meeting schedule. Dates to be determined by the Sub Committee.

44/25/26 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.

45/25/26 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

46/25/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

47/25/26 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

None.

DATE OF NEXT MEETING

Thursday 29 January 2026 at 6.30 pm

Rising at: 7.10 pm

Signed: _____
Chairman

Dated: _____

Agenda Item 6

P&F Committee - Town Vision Sub Committee Budget 2025-26

Saltash Town Council

For the 10 months ending January 2026

Account	Prior Year 2024/25	EMF Balances B/F 2024/25	To/From Reserves & Budget Virements 2025/26	Budget 2025/26	Actual YTD 2025/26	Budget Available 2025/26	Precept Budget 2026/27
P&F Town Vision EMF Expenditure							
6280 PF EMF Town Vision	430	9,665	0	9,665	0	9,665	0
Total P&F Town Vision EMF Expenditure	430	9,665	0	9,665	0	9,665	0
Total P&F Town Vision Budget Surplus/ (Deficit)	(430)	(9,665)	0	(9,665)	0	(9,665)	0

Appendix B - Funding Database



Funding Opportunities

This spreadsheet provides a database of available funding opportunities, including information on relevant projects that each funding source could support, along with associated deadlines. It also tracks previously reviewed funding options, highlighting their relevance to avoid duplicating research on opportunities that have already been considered.

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
A B Charitable Trust	Closed	Shared to community organisations and on STC social media channels.			The A B Charitable Trust is an independent grant-making organisation, founded in 1990 by Yves and Anne Bonavero to champion human dignity and support the most marginalised and excluded groups in the UK. The Trust has no endowment and is funded annually by the Bonavero family.	N/A (Closed)	31st January 2025/ 25th April 2025/25th July 2025		The A B Charitable Trust, an independent grant-making organisation	
Arts Council	Research phase	Library			They are the national development agency for creativity and culture. They help people in every corner of the country to experience and benefit from creativity. They do this by investing in artists and organisations that make and deliver exceptional, inspirational work for communities.	Arts Organisations and Individuals:Creative Projects:Talent Development and Training:Research and Development:Cultural Projects: Educational Initiatives			https://www.artscouncil.org.uk/	Supporting libraries Arts Council England
Awards for All	Research phase	Shared to community organisations and on STC social media channels.			Awards for All is part of the National Lottery Community Fund, offering small grants of £300 to £20,000 to support local community projects across the UK.	They can fund projects that'll do at least one of these things: . bring people together to build strong relationships in and across communities . improve the places and spaces that matter to communities . help more people to reach their potential, by supporting them at the earliest possible stage . support people, communities and organisations facing more demands and challenges because of the cost-of-living crisis.	Ongoing. Apply at least 16 weeks before starting the activities or spend any of the money.		National Lottery Awards for All England The National Lottery Community Fund	
Boardmasters Foundation	In progress of application	Livewire		Pending result	The Boardmasters Foundation is the charitable arm of the Boardmasters Festival, dedicated to supporting local communities in Cornwall.	It funds grassroots projects, environmental initiatives, and organisations that make a positive impact in the region. From youth programs to coastal conservation, the foundation focuses on giving back to the area that hosts the festival each year.			https://boardmasters.com/boardmasters-foundation/?utm_source=substack&utm_medium=email	
Clean Growth Fund + Net Zero	Research phase	Shared to community organisations and on STC social media channels.			The Clean Growth Fund is a UK venture capital fund investing in early-stage, low-carbon technology companies that support the UK's transition to Net Zero.	Backed by both government and private investors, the fund helps scale innovations in clean energy, transport, waste, and more, driving sustainable economic growth and tackling climate change.				

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Clothworkers Foundation		Shared to community organisations and on STC social media channels.			The Clothworkers' Foundation is a UK grant-making charity that supports disadvantaged communities by funding capital projects across a wide range of sectors.	Established by the historic Clothworkers' Company, the foundation provides grants to charities and not-for-profit organisations to improve buildings, facilities, and essential equipment—helping those most in need lead better lives.			https://www.clothworkersfoundation.org.uk/	
Community Ownership Fund		Shared to community organisations and on STC social media channels.			The Community Ownership Fund is a UK government initiative that helps local communities take ownership of assets that are at risk of being lost—like pubs, parks, sports clubs, and community centres.				https://www.gov.uk/government/publications/community-ownership-fund-prospectus	
CO-OP Foundation		The Core			We believe co-operation is at the heart of strong communities and this makes us a different kind of funder. We work closely with communities, we listen and we learn. We unlock communities' power by focusing on those who have most at stake. We asked young people to shape our vision, and now we're co-operating with them and others to turn this into reality.				Home Co-op Foundation	
Cornwall Community Foundation		Police fund: Safer Saltash			Cornwall Community Foundation release multiple funding programs that are very relevant to Saltash, as we are based in Cornwall.				Cornwall Community Foundation	Police & Crime Commissioner's Community Grant
Cultural Development Fund		Library			The Cultural Development Fund is a UK government initiative managed by Arts Council England. It aims to unlock local growth and productivity, increase access to excellent creativity and culture, and regenerate communities through capital investment in transformative place-based creative and cultural initiatives.	It supports creative and cultural initiatives that boost local economies, attract visitors, and improve access to arts and heritage—helping places thrive through culture.			Cultural Development Fund: Round Four Arts Council England	
Esmi Fairbird Trust		Shared to community organisations and on STC social media channels.			The Esmée Fairbairn Foundation is one of the UK's largest independent grant-making charities, committed to improving the natural world, securing a fairer future, and strengthening community bonds across the UK. They focus on supporting organisations with innovative, impactful work that can drive long-term change.	Unrestricted and core funding: Including staff salaries and overheads. Project-specific grants: Typically ranging from £30,000 to £200,000, with most grants lasting 3 to 5 years. Social investments: Tailored financial instruments to support organisations addressing social needs. Capacity-building support: Through their Funding Plus programme, offering additional resources to enhance organisational impact.			Esmée Fairbairn Foundation	

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Future Highstreet Fund		Town Vision/ Town Team			The aim of the Future High Streets Fund is to renew and reshape town centres and high streets in a way that drives growth, improves experience and ensures future sustainability. It will do this by providing co-funding to successful applicants to support transformative and structural changes to overcome challenges in their area.				Future High Streets Fund - GOV.UK	
Garfield Western		Shared to community organisations and on STC social media channels.			The Garfield Weston Foundation is one of the UK's largest independent grant-making charities, established in 1958. It supports a wide range of charitable activities across the UK, aiming to respond to where need is greatest.	The Foundation awards grants for capital, project, and revenue (core) costs to UK registered charities and Charitable Incorporated Organisations (CIOs). Grants typically range from £1,000 to several million pounds, depending on the charity's size and scope of work.			Home - Garfield Weston Foundation	
Neighbourhood Fund - Round 1 (Southwest Water)		Library			The Neighbourhood Fund is an annual initiative by South West Water aimed at supporting community groups and not-for-profit organisations in Devon, Cornwall, the Isles of Scilly, and Bournemouth. The fund focuses on projects that enhance physical activity, education, health and wellbeing, and positive environmental outcomes.	Projects that do the following: 1. Protect nature and the environment for the benefit of community health and well-being 2. Provide new opportunities for people to learn and develop 3. Assist local projects which bring communities together, virtually or physically – when safe to do so 4. Support the upkeep of local neighbourhood centres and facilities to keep communities strong				
Grow Nature Project Funding		Shared to community organisations and on STC social media channels.			The Grow Nature Project Funding is an initiative by Cornwall Council aimed at supporting local environmental projects that contribute to Cornwall's Environmental Growth Strategy 2015–2065. The funding is designed to help communities and organisations enhance their local natural environments through small-scale, impactful projects.	The Grow Nature Seed Fund offers up to £2,000 in match-funding for Crowdfunder projects that deliver clear and demonstrable benefits to the natural environment. Eligible projects include: cornwall.gov.uk Habitat creation and restoration Environmental improvements Coastal and marine initiatives Wildlife monitoring and training Pollution reduction efforts Heritage restoration Community engagement			Grow nature funding - Cornwall Council	
Help The Homeless		Wesley - Methodist Church	Homeless Support	Awaiting response	Help the Homeless is a UK-based grant-giving trust established in 1975, dedicated to assisting small charities that help homeless individuals reintegrate into society. The charity focuses on capital projects that facilitate long-term recovery and independence for homeless people.	Grant Amount: Up to £5,000 per application Eligible Organisations: Registered UK charities with an annual turnover of under £500,000 Project Focus: Capital projects for reintegration, such as refurbishment of accommodation facilities Purchase of furniture or equipment for training or residential centres Upgrades to facilities supporting skills development and rehabilitation			Applying for Funding — Help the Homeless	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Historic England		Shared to community organisations and on STC social media channels.			Historic England is the public body that helps people care for, enjoy, and celebrate England's spectacular historic environment. Its grant programmes support a wide range of projects aimed at preserving and enhancing historic sites, buildings, and landscapes.	<p>Repair Grants for Heritage at Risk</p> <p>Heritage Protection Commissions and Capacity Building</p> <p>Regional Capacity Building Programme</p> <p>Grants for War Memorials</p> <p>Everyday Heritage Grants</p> <p>Acquisition Grants to Underwrite Repairs Notices</p> <p>Grants to Underwrite Urgent Works Notices</p> <p>Partnership Schemes in Conservation Areas</p>			https://historicengland.org.uk/advice/grants/our-grant-schemes/	
JJ Charitable Trust		Shared to community organisations and on STC social media channels.			The JJ Charitable Trust is a UK-based grant-making trust focused on improving literacy outcomes for children and young people, particularly those with learning difficulties such as dyslexia. The trust's Literacy Small Grants Scheme supports organisations that provide targeted literacy interventions.	The Trust works with organisations to tackle deep rooted systems of education, economics and culture (values, beliefs and narratives) to help catalyse a fundamental paradigm shift towards a truly sustainable future. It supports social and community experimentation around regenerative and circular economies, and works with the Aurora Trust and Mark Leonard Trust on the Climate Change Collaboration.			The JJ Charitable Trust - The Sainsbury Family Charitable Trusts	
John Moores Foundation		Shared to community organisations and on STC social media channels.			John Moores Foundation is a registered charity, established in 1964, that gives money and support to local organisations doing charitable work.	They focus on funding projects based in Merseyside (including Skelmersdale, Halton, and Ellesmere Port) and Northern Ireland.	N/A		John Moores Foundation	
Levelling up Fund					The Levelling Up Fund is a UK government initiative aimed at investing in local infrastructure projects that have a visible impact and improve everyday life across the UK. With an initial commitment of £4.8 billion over the period from 2021 to 2026, the fund supports town centre and high street regeneration, local transport projects, and cultural and heritage assets.	Changes dependant on what program is chosen.			New levelling up and community investments - GOV.UK	
National Lottery Community Fund		Shared to community organisations and on STC social media channels.			The National Lottery Community Fund (TNL Community Fund) is the largest community funder in the UK, distributing over £500 million annually to support projects that help communities thrive.	<p>Supporting communities to come together</p> <p>Promoting environmental sustainability</p> <p>Helping children and young people thrive</p> <p>Enabling people to live healthier lives</p>			Home The National Lottery Community Fund	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
National Rail Funding		Shared to community organisations and on STC social media channels.								
Quartet Community Foundation		Shared to community organisations and on STC social media channels.			The Quartet Community Foundation is a charitable organisation dedicated to supporting communities across the West of England. In 2023, it awarded over £5 million in grants to various charitable and community organisations. The foundation offers a range of grant programmes tailored to different sectors and needs.	<p>Quartet Community Foundation supports a variety of causes, including but not limited to:</p> <ul style="list-style-type: none"> Health & Wellbeing Young People Older People Environment Arts & Culture Education Community Development 			Give to your community Quartet CF	
Railway Heritage Trust		Town Vision/ Town Team							Railway Heritage Trust 	
Seed Bed from Literature Works		Library	Writing competition	£500					Seed Bed - Literature Works	
Shared Prosperity Fund		Shared to community organisations and on STC social media channels.			The UK Shared Prosperity Fund (UKSPF) is a £2.6 billion government initiative designed to replace EU structural funds and support the UK government's Levelling Up agenda. It aims to boost productivity, pay, jobs, and living standards; spread opportunities and improve public services; restore a sense of community, local pride, and belonging; and empower local leaders and communities.	The UKSPF focuses on three key investment priorities: <ul style="list-style-type: none"> Communities and Place Supporting Local Business People and Skills 			UK Shared Prosperity Fund: prospectus - GOV.UK	
Sport England		Shared to community organisations and on STC social media channels.							Home Uniting The Movement Sport England	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
The Claire Milne Trust		Shared to community organisations and on STC social media channels.			The Clare Milne Trust is a UK-based charity dedicated to supporting individuals with disabilities in Devon and Cornwall. Established in 1999, the Trust provides grants to small, well-run registered charities and not-for-profit organisations that assist people with physical, sensory, learning, or mental health disabilities. With a preference for organisations with strong volunteer support and modest administrative costs, the Trust aims to enhance the quality of life for disabled individuals in these regions.	<p>Capital Projects: Building works or major purchases</p> <p>Core Costs: Operational expenses</p> <p>Grant and Bursary Schemes: Funding for specific needs or activities</p> <p>Projects and Activities: Initiatives benefiting disabled individuals</p> <p>Salary Costs: Staff remuneration</p> <p>Training Costs: Development and capacity-building</p>			The Clare Milne Trust - Grants for Disability Charities throughout Devon & Cornwall	
The David & Elaine Potter Foundation		Methodist Church				Improving policy, improving practices and pedagogy and testing new techniques and / or interventions. We favour grants directed at education in support of economic and social well-being, primarily in the UK and historically in South Africa.			Education - The David and Elaine Potter Foundation	
The Dulverton Trust		Shared to community organisations and on STC social media channels.			The Dulverton Trust is a UK-based charity that supports projects in areas such as youth opportunities, general welfare, conservation, and heritage preservation. It focuses on medium-sized charities with annual incomes between £200,000 and £3 million, primarily funding national or regional initiatives.	<p>Youth Opportunities</p> <p>General Welfare</p> <p>Conservation</p> <p>Heritage Preservation</p> <p>International Development (specifically in Kenya and Uganda)</p>			The Dulverton Trust - Independent Grant-Making Charity	
The Foyle Foundation		Methodist Church			The Foyle Foundation is a UK charity that supports projects in the arts, education, and special educational needs and disabilities (SEND). It focuses on funding initiatives that promote learning, access to the arts, and community development. The foundation provides grants to both small and large charitable organisations, with a particular emphasis on projects that benefit the public and make a lasting impact on communities.	<p>Arts</p> <p>Learning</p> <p>Special Educational Needs and Disabilities (SEND)</p> <p>Community Small Grants</p>			The Foyle Foundation	
The Landfill Communities Fund		Shared to community organisations and on STC social media channels.			The Landfill Communities Fund is a UK-based funding scheme that supports community and environmental projects located near landfill sites. It enables landfill operators to donate part of their tax liability to local initiatives that improve public spaces, restore natural habitats, and protect historic sites. The fund aims to benefit communities affected by landfill operations by enhancing local environments and facilities.					

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
The National Lottery Heritage Fund		Property Maintenance (Waterside Project Sheds and Toilets)			The National Lottery Heritage Fund is the largest funder of the UK's heritage, distributing grants from £10,000 to £10 million to support projects that connect people and communities to their heritage. Since its establishment in 1994, it has awarded over £9.2 billion to more than 52,000 projects across the UK.	<ul style="list-style-type: none"> Nature Designed Landscapes Oral History Cultural Traditions Commemorations and Celebrations Historic Buildings and Monuments Community Archaeology Museums, Libraries, and Archives Acquiring New Objects Industrial, Maritime, and Transport 			The National Lottery Heritage Fund: Home	
The Neighbourhood Fund South West Water		Shared to community organisations and on STC social media channels.				They put aside £100,000 to help fund community groups which inspire physical activities, education, health and wellbeing, and positive environmental outcomes.				
Thirty Percy Foundation		Shared to community organisations and on STC social media channels.			The Thirty Percy Foundation is a UK-based philanthropic organisation established in 2018. It focuses on reimagining philanthropy by providing direct, unrestricted grants to individuals committed to creating systemic social and environmental change.				Thirty Percy - An independent foundation	
Towns and Cities Fund		Shared to community organisations and on STC social media channels.			The Towns and Cities Fund is a UK government initiative that supports the regeneration and revitalisation of towns and cities. It aims to deliver sustainable economic growth by funding projects that enhance infrastructure, connectivity, skills, and cultural assets.	<ul style="list-style-type: none"> Urban Regeneration Digital Connectivity Skills & Enterprise Transport & Connectivity Cultural & Heritage Projects Innovation & Digital 			Towns Fund Website	
Wolfson Foundation		Shared to community organisations and on STC social media channels.			The Wolfson Foundation is an independent UK-based grant-making charity established in 1955. It supports and promotes excellence in education, science, health, heritage, and the arts through capital grants for infrastructure and equipment. The Foundation has awarded over £1 billion in grants to more than 14,000 projects across the UK.	<ul style="list-style-type: none"> Science & Medicine Health & Disability Education Heritage, Humanities & the Arts Public Engagement with Science 			Funding	

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
THE ALICE ELLEN COOPER-DEAN CHARITABLE FOUNDATION		Methodist Church			The Alice Ellen Cooper-Dean Charitable Foundation is a UK-based charity that supports registered charities in Dorset, West Hampshire, and internationally. It funds a wide range of causes, including the relief of poverty, education, social disadvantage, and community welfare. The foundation also provides assistance to charitable projects that address sickness, distress, and disability.	Health Social disadvantage Education Community Amateur sport Disability Poverty relief Sickness and distress relief Advancement of education and religion			https://register-of-charities.charitycommission.gov.uk/en/charity-search/-/charity-details/273298/charity-overview	
The Kristina Martin Charitable Trust		The Community Shed (TCS)	Successful Award	£1,700	The Kristina Martin Charitable Trust is a UK-based grant-making charity established in 1965 in memory of Kristina Martin. It supports small UK-registered charities (annual income under £1 million) focused on mental health and wellbeing, particularly in areas such as suicide prevention, care following bereavement, and the prevention of online bullying. The Trust operates nationally and internationally, funding projects that address these issues through innovative and evidence-based approaches.	Mental Health and Wellbeing Suicide Prevention Prevention of Online Bullying Care Following Bereavement				
GWR Customer and Community Improvement Fund 2025/26		Station Property	x1 - Promotional Leaflet x1 - Railway Exhibition	STC were unsuccessful with these applications, however, the Regional Development Manager of GWR has connected with me offering other GWR resources and marketing support. This conversation is pending.	The GWR Customer and Community Improvement Fund 2025/26 is a grant programme by Great Western Railway aimed at supporting local, community-focused rail improvements across its network. The fund supports a wide range of projects, including station enhancements, integrated transport initiatives, educational programmes, biodiversity projects, and arts or heritage schemes. The key requirement is that the projects benefit both the community and the railway.	The GWR Customer and Community Improvement Fund supports small and medium-sized projects: Benefit customers Increase rail travel Encourage carbon reduction Connect communities, people, and places Support economic growth Promote inclusion and diversity Support careers in rail or increase awareness and experience of public transport and rail safety	N/A			
CLUP Funding (Good growth program)		Station Property Library	x1 - Library toilets x1 - Solar Panel (Isambard House)	Unsuccessful: The applications were liked, however, the funding pot was small and oversubscribed for this year and the projects weren't seen as priority at this stage.	The CLUP Funding (Good Growth Program) is a funding initiative designed to support projects that contribute to sustainable urban development and community well-being. It focuses on initiatives that promote economic growth, social inclusion, and environmental sustainability within urban areas. The programme aims to empower communities and enhance the quality of life through strategic investments.	Tackle deprivation and strengthen communities Develop civic infrastructure Back small businesses Secure and create workspace Deliver significant outputs and outcomes Support Good Growth principles	28th February 2025			

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Town Regeneration and Improvement Fund			x1 - Saltash Market Trial Extension	Successful £3,702.22	The Town Regeneration and Investment Programme (TRIP) is a project to regenerate towns and high streets across Cornwall. Managed by Cornwall Council, TRIP provides grant funding between £2,500 – £500,000 for projects that can contribute to boosting local business growth and productivity.					
Town Regeneration and Improvement Fund			x1 Solar Panel Installation - Isambard House	Unsuccessful	Same as above.					
Town Regeneration and Improvement Fund			x1 Saltash Town Council - BID	Successful £7,500	Same as above.					
Youth Music Trailblazer Fund		Shared to community organisations and on STC social media channels.			The National Foundation for Youth Music is offering grants between £2,000 and £30,000 (over 2 years) to help UK organisations support children and young people aged under 25 to make, learn, and earn in music.	Constituted UK organisations, including charities, CICs, and community groups. Projects that focus on music-making for young people, especially those who are disabled, d/Deaf, neurodivergent, in the youth justice system, or facing barriers to music access.	Friday 21st November 2025 at 5pm			
CIF Funding (Good growth program)		Property Maintenance	x1 Waterside feasibility study for sheds and toilets	Successful. £7,480	The CIF Funding (Good Growth Program) is a funding scheme that supports capital projects aimed at improving infrastructure and facilities within communities. It prioritises projects that address significant condition needs, such as health and safety issues, building compliance, and buildings in poor condition. The fund also supports a small number of expansion projects for academies, sixth-form colleges, and voluntary-aided schools that can demonstrate a need to expand.	<ul style="list-style-type: none"> Feasibility studies Business plans Architects' drawings Concept plans Professional support to determine the concept of your project Community engagement programmes leading to the development of a wider project Small capital items that will result in the increase in community activity 	Open until all funding has been allocated		https://www.cornwall.gov.uk/business-trading-and-licences/economic-development/community-capacity-fund/	
Sport England - Amazon Literary Partnership 2026		Library Hub							https://funding.idoxopen4community.co.uk/sportengland/News/View/GRUKBP3IN82541	
Kernow Industrial Growth Fund			Contacted them to find out more information. Creating a pitch deck for the Waterside Sheds and Public Convenience project.		The Kernow Industrial Growth Fund is a new £30 million government investment fund for Cornwall, announced in the UK Budget to support local economic growth. It will be managed by Cornwall Council and used over 2026–27 and 2027–28 to back high-potential sectors like critical minerals, renewable energy and marine innovation, strengthen local infrastructure, develop supply chains, attract private investment and help build industry clusters that create jobs and stimulate long-term regional economic development.					

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
Customer and Community Improvement Fund		Station Property/Services	Planter/Bench/Cycle Storage/Wayfinding outside Isambard House.	Awaiting response	The GWR Community Improvement and Capacity Fund (often called the Customer and Community Improvement Fund) is a grant programme run by Great Western Railway to support small and medium rail-related projects that benefit passengers and local communities along the GWR rail network. It provides funding (typically up to ~£25,000) to charities, community groups and organisations for initiatives that encourage rail use, address local social needs, promote inclusion and diversity, support economic growth, reduce carbon, or deliver education and rail-related activities, with all projects required to show a clear link to the railway and community impact.					
South West Water		Services	Possible water storage for the Allotments/Depot (to store rain water for hanging baskets etc) Research in progress on the process of water saving initiatives and what funding we could apply for.		The South West Water <i>Water-Saving Community Fund</i> is a community grant programme run by South West Water that provides funding (a total of around £75,000 each year) to not-for-profit groups, schools and community organisations in its service area to support local projects that help save water and benefit the community. Successful projects might include things like rainwater harvesting systems, water-butt installations, drought-tolerant gardens or educational water-saving activities, with grants available in different sizes depending on the applicant. It aims to promote measurable water conservation and community engagement in water-saving efforts.					
OPCC (CCTV)		Services	Additional CCTV camera's in key areas of Saltash - adding to the current provision.	Successful £ £9,858.91	The Police and Crime Commissioner (PCC) fund is public money in England and Wales controlled by an elected Police and Crime Commissioner to support local policing, crime reduction, and community safety. It is funded mainly through central government grants and the policing portion of council tax, and is used to pay for police services, victim support, and local crime-prevention initiatives. The fund is not an investment fund and is subject to public accountability, transparency requirements, and external scrutiny.					
Community Infrastructure Levy (Round 5)		Full Town Council	A working group has been formed to develop project ideas for submission. EOI has been submitted - February 2026. Awaiting decision.		CIL Round 5 is a funding round of the Community Infrastructure Levy (CIL), which is money collected by local councils from property developers to help mitigate the impact of new development. The fund supports local infrastructure and community projects such as improvements to community facilities, public spaces, transport, and local services in areas affected by growth, with funding awarded to eligible councils, parish councils, and community organisations.					

Funding A-Z	Status	Committee/Sub Committee/Working Group/Community Organisation (circulated to)	Submitted Applications	Amount Awarded	General Information	What they fund	Deadline	Contact Details	Website	Specific Project Website Link #1
The Aviva Foundation - Financial Futures Fund		Community Organisations	Shared with community organisations.		The The Aviva Foundation Financial Futures Fund offers grants starting from £100,000 over three years to UK registered charities, not-for-profit organisations and social enterprises with an annual income of over £1 million that deliver public benefit and improve financial resilience across the UK. Around £3 million will be distributed across two funding rounds in 2026 (deadlines: 15 April and 7 October 2026). Funding supports initiatives that build financial confidence and capability, improve access to fair and affordable financial services, tackle systemic barriers such as debt, housing insecurity and digital exclusion, and support communities experiencing financial hardship. The programme operates a two-stage application process: a short application form followed by an interview for shortlisted organisations.					
Museum Development South West		Shared with Saltash Heritage and on social media.			<p>Museum Development South West's vision is to support diverse, inclusive and inspiring museums that are relevant to the lives of the communities they serve. All of their activity directly contributes to this vision, including this grant scheme.</p> <p>They recognise that, for many museums, a small grant can be a powerful catalyst for change and improvement. This fund has been designed with exactly that purpose in mind.</p> <p>They are looking to invest in museums where their funding will make a meaningful difference and are particularly keen to support those that have developed their projects following previous development work with them — for example, participation in an Organisation Health Check or projects such as Volunteering Fit for the Future. Applicants are encouraged to highlight this in their submissions.</p> <p>They also actively encourage museums that have not secured Museum Development funding in recent years to apply, helping them take important steps towards securing further funded investment in the future.</p>					
Town Of Culture Competition		Met with Lindsay Endean. Agreed with the TC that STC do not have capacity to do this currently. However, looking at how a cultural stratgey may be developed could be something to look at in the future.			<p>The UK Town of Culture 2028 competition is a UK Government initiative celebrating the cultural identity and creativity of towns across the country.</p> <p>The winning town will receive £3 million to deliver a major cultural programme in 2028, helping to boost community pride, participation in the arts, and local economic growth.</p>					
Local Power Plan Highstreet Strategy + Pride of Place			More details on the High Streets Strategy, including how funding will be allocated to specific places, will be announced in the coming months.		<p>High streets with boarded up shop fronts and lacking essentials such as butchers, grocers and bakeries will be given a multi-million-pound boost.</p> <p>The £150 million cash injection will be targeted in areas hit hardest in recent years, and most in need of being brought back together.</p> <p>Part of the government's path to renewal, it will help turn the tide on this decline and restore a sense of pride people feel in their high streets and local area – which serves as a vital meeting point for communities.</p>					

Development and Engagement Manager - Activity Tracking Sheet

Activity Tracker

Below is a list of current tasks that have been completed in reference to engaging with the community, communications, and any funding work undertaken. Please note, this does not include day to day tasks, just the larger scale initiatives.

Please refer to the funding database for updates on funding status.

Activity	Owner	Activity Type	Outcome/s
Met with Livewire to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Community Engagement	Shared funding opportunities: KFC Funding/ Boardmasters Foundation/ Idlewild Trust / Trailblazer Fund
Met with Ashtorre Rock to discuss their projects/understand how to support them via funding opportunities found.	Freya Pretty	Community Engagement	N/A
Met with Rachel Bullock/Heritage Saltash to discuss the history of Saltash.	Freya Pretty	Community Engagement	Helped develop an understanding of Saltash history for the Waterside development project.
Met with Core Community Centre to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Community Engagement	Shared funding opportunities: Comic Relief - Groundwork
Met with PL12 to discuss their projects/understand how to support them via funding opportunities found.	Freya Pretty	Community Engagement	Shared funding opportunities: The Clothworkers' Foundation
Met with the Methodist Church to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Community Engagement	Shared funding opportunities: THE ALICE ELLEN COOPER-DEAN CHARITABLE FOUNDATION / National Grid funding / Comic Relief fund
Created social media posts that include weekly funding opportunities for the community to see and share.	Freya Pretty	Funding	This has increased engagement on STC social media accounts and received shares and tags for members who may be interested in the funding.
Met with the Library Community Hub Leader to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Community Engagement	Shared funding opportunities: Seedbed funding (awarded £500)
Met with the Senior Engagement Manager from the Lottery Heritage Fund to discuss potential project/funding at the Waterside/wider Saltash.	Freya Pretty	Funding	Helpful information was provided and new contacts gained in reference to the Waterside Development project. The contacts include: Principal Historic Environment Officer from Cornwall Council + Team Senior Culture Officer from Cornwall Council + Team

Activity	Owner	Activity Type	Outcome/s
Visited Traxside Café to understand how to support them via funding opportunities.	Freya Pretty	Community Engagement	Now providing social media support through the Project + Comms department.
Attended a live webinar for Salix Funding- regarding solar panel installation at Isambard House.	Freya Pretty	Funding	STC is not eligible for this funding.
Met with the Senior Culture Officer from Cornwall Council to discuss potential project/funding at the Waterside/wider Saltash.	Freya Pretty	Funding	Their department visited Saltash for a tour of Saltash and Waterside, to gain further support in the development project at Waterside.
Network meeting with the Senior Engagement Manager at First Light to discuss funding routes and build connections.	Freya Pretty	Engagement/Funding	Helpful knowledge was gained and a new contact to support with possible funding avenues that he agreed to share with me as and when found.
Created a funding database to keep an up to date record of available funding opportunities.	Freya Pretty	Funding	This database is now available to view on sharepoint and eventually the STC website.
Created social media content regarding community projects - (christmas tree installation, war memorial benches, Traxside Cafe etc) and promoted them on our media channels.	Freya Pretty	Communications	Increased engagement on the STC social media pages.
Sent out the press release for the Honeysuckle and Grassmere Play Park opening, as well as produced social media content to promote it on our media channels.	Freya Pretty	Funding/Communications	Increased engagement on the STC social media pages.
Created a marketing strategy for promotion of the Town Team markets.	Freya Pretty	Communications	This strategy is being implemented to help promote the Saltash trials.
Met with Lindsay from Salt Art to discuss their projects/understand how to support them via funding opportunities.	Freya Pretty	Engagement/Funding	N/A
Hosted a meeting with representatives from Cornwall Council's Historic and Cultural departments, and the Saltash Town Council Waterside working group, at Isambard House. This meeting included a tour of Saltash and the Waterside area, followed by presenting the proposed development plans to the group.	Freya Pretty	Community Engagement/Funding	This was a positive meeting, with support gained from all representatives regarding the Waterside development project for when it is moved forward.
Liaised with Sue Hooper to offer funding opportunities and community engagement around her current project 'We will meet again'.	Freya Pretty	Community Engagement	Connected Sue with local organisations that may be able to support the project. For example, the Core and Livewire.
Submitted x2 applications to GWR for their GWR Customer and Community Improvement Fund 2025/26.	Freya Pretty	Funding	STC were unsuccessful with these applications, however, the Regional Development Manager of GWR has connected with me offering other GWR resources and marketing support. This conversation is pending.

Activity	Owner	Activity Type	Outcome/s
Took part in the Cornwall Council's webinar in reference to CLUP and CIF funding opportunities from the Good Growth program, and spoke with funding representatives to gain insight into how to develop strong applications.	Freya Pretty	Funding	Gained insight into developing strong applications.
Submitted x1 CLUP application for the Library developments, and x1 CLUP application for the Solar panel project at Isambard House.	Freya Pretty	Funding	Unsuccessful. Feedback: The applications were liked, however, the funding pot was small and oversubscribed for this year and the projects weren't seen as priority at this stage.
Developing x1 CIF application for the Waterside development feasibility study.	Freya Pretty	Funding	Application submitted and funding was successful.
Sent funding opportunities to Saltash Rugby Football Club	Freya Pretty	Funding/Community Engagement	Ongoing conversations to help support their summer pitch project.
Met with the Communications manager from National Highways to discuss marketing support.	Freya Pretty	Communications	Monthly catch ups have been scheduled to discuss marketing support throughout the tunnel works.
Developed and implemented the Saltash Market Trials marketing strategy. The marketing strategy included creation of all posters, leaflets, banners, social media content, survey packs, and engaging with businesses to collaborate on promoting the events.	Freya Pretty	Communications	Plymouth Boat Trips, Cremyll Ferry, Saltash Red Bus, and Visit Tamar Valley supported in promoting the events.
An economic database has been developed and will be regularly updated to support future funding applications with accurate, relevant data.	Freya Pretty	Funding	This economic database will strengthen funding applications by providing up-to-date data on key economic areas across Saltash.
Communicated National Highway content on social media channels.	Freya Pretty	Communications	The content that is now being received through National Highways communications department will be shared as and when received, as well as assisting them in developing content that supports Saltash residents regarding alternative travel options.
Press Releases + Social media - Managed all comms (Ongoing)	Freya Pretty	Communications	Monitoring and producing press releases/communication materials as and when received.

Activity	Owner	Activity Type	Outcome/s
Created a draft of the Engagement weeks that are part of the overall fundraising strategy.	Freya Pretty	Funding/Community Engagement	An element of the fundraising strategy is the engagement weeks. This draft outlines the sign up process in more detail, as well as possible organisations that will be approached to take part. Additionally, examples of how to outreach to organisations and a draft marketing strategy is being created.
Teams meeting with Bailey Partnership to discuss feasibility study requirements for the Waterside sheds and public conveniences project.	Freya Pretty	Funding	A quote is needed to support and strengthen a funding bid to the Good Growth program. This feasibility study would cover the following: Project Overview Contextual appraisal - site analysis Options appraisal Order of cost estimate Program considerations Key risks Recommendations
Sent The Core funding opportunities that may be relevant to their organisation.	Freya Pretty	Funding	Sent the following opportunities to The Core: Charities Ironmongers' Company UNITED KINGDOM Under-26 Fund Holiday Grants for Children - The Henry Smith Charity
Supported a local resident with locations of Saltash defibrillators.	Freya Pretty	Community Engagement	A member of the public requested help to locate Saltash defibrillators as they were raising money for maintenance. I advised them on a defibrillator locator service online, as well as offering those owned by STC, in collaborating with the Office Manager.
Met with David.W and Richard from GWR to discuss timetables, promotion and Railway200 Exhibition support.	Freya Pretty	Funding/Development	Representatives from GWR discussed the new timetable supporting additional train stops at Saltash, promotional support, as well as speakers for the Railway200 Exhibition. They also mentioned possible funding pots to support the promotional leaflets from the Cross Country Community Fund, and CRDF. They fed back information regarding signage for the station during the tunnel works that will be reported back to National Highways by the DEM.

Activity	Owner	Activity Type	Outcome/s
Met with two Route managers from National Highways to keep up to date with the Saltash Tunnel Works.	Freya Pretty	Communications/Engagement	Updates were received on the National Highway Saltash Tunnel Works as they had experienced a technical fault. All press releases, social media, and information was shared with the Saltash Tunnel working group and on STC communication channels.
Engagement Week Launch	Freya Pretty	Communications/Engagement/Funding	I launched an initiative called Engagement Weeks, inviting local organisations to sign up for on-site visits where I learn about their projects, operations, and funding needs. Following each visit, I share relevant funding opportunities, provide updates on STC initiatives, and help foster collaborations between the organisations, STC, and the wider community. I also led on all communications for the initiative, including poster design, social media content, sign-up materials, and follow-up forms.
Produced Internal Risk Assessments for STC Events and Building Management (Library). IOSH Qualified.	Freya Pretty	Operational Needs	Produced risk assessments (as per insurance requirements).
Produced STC Annual Report	Freya Pretty	Communications	Produced the STC Annual Report document.
Produced Internal Newsletter	Freya Pretty	Communications/Engagement	Produced the draft internal Newsletter, ready for the CEO to take forward on their appointment.
Communicated STC funding grants.	Freya Pretty	Communications/Funding/Engagement	Produced video and social media content in collaboration with Livewire and The Core, including interviews with their organisations representatives, Cllr Julia Peggs, and Mayor
Leaflet Project (as part of the Railway200 working group)	Freya Pretty	Engagement/Communications	Supported the working group with the design, printing, and distribution of the leaflet project.

Activity	Owner	Activity Type	Outcome/s
Railway200 Events	Freya Pretty	Communications/Event Management	Supported the planning and delivery of the Railway200 events from concept to completion, working collaboratively with the Railway200 Working Group.
Saltash Markets - awarded additional funding through TRIP.	Freya Pretty	Funding/Engagement/Communications	Secured funding to extend the Saltash Markets for an additional four months, continuing through to December 2025. I attend monthly TRIP meetings with the Town Clerk and oversee the Saltash Market application process in support of the Town Team's objectives.
Saltash Market - Communications/Marketing	Freya Pretty	Communications	Attended Saltash Market events and produced interviews with traders, Town Team representatives, and collected photos/videos. Used this material to create videos and social media/marketing content for promotion of the markets.
Collaboration with Plymouth University	Freya Pretty	Engagement	Collaborated with the University of Plymouth to submit an STC proposal for a joint Business Studies and Event Management consultancy project. We are currently awaiting confirmation of a postgraduate group that will work with STC to enhance the workflow and delivery of the Business Plan.
Community Shed Funding	Freya Pretty	Funding/Engagement	As part of my role, I engage with local organisations to learn about their projects and connect them with relevant funding opportunities. The Community Shed recently shared that they were successful in securing funding from a program I recommended, which enabled them to purchase new equipment.
Waterside Feasibility Project (ongoing project)	Freya Pretty	Funding/Project Management	Submitted and successfully secured funding for the Waterside Feasibility Project, in collaboration with the Waterside Development Working Group. The project is now underway, with the initial research phase completed. The findings will inform a feasibility report to support the development of the Waterside Sheds and Public Conveniences project.

Activity	Owner	Activity Type	Outcome/s
Produced Meet Your Councillor (MYC) Leaflets (ongoing monthly)	Freya Pretty	Communications/Engagement	Producing the monthly MYC leaflets, making sure it includes internal and external stakeholder information to help keep the community informed.
Liaising with Plymouth Boat Trips (ongoing)	Freya Pretty	Communications	Coordinating with Plymouth Boat Trips to collect ferry data and provide detailed reports to the Council.
Managed the Town Messenger (monthly)	Freya Pretty	Communications/Engagement	Working with the Mayor and Cllrs to produce monthly town messenger articles, in collaboration with The Observer.
Christmas Light Switch On	Freya Pretty	Communications/Event Management	Supported the working group with producing marketing materials, sign up forms, and marketing plan for the event.
Churchtown Farm Visit + Work On Noticeboards	Freya Pretty	Communications/Engagement	Met with Bob Austin at Churchtown Farm to understand more about the Community Nature Reserve, and how best to support with updating the notice boards. Also met with Bob Austin to discuss design of the notice board and updating the wording/logos.
Met with the Operations and Strategic Management Lecturer and Engagement Manager from Plymouth University to discuss collaborative projects.	Freya Pretty	Engagement	Plymouth University reached out previously for an undergraduate course for a consultancy project. Unfortunately, due to over subscription and a lower amount of student groups, STC's brief was not chosen. However, the postgraduate lecturers are interested in working with STC now and in the future on a long term basis. Students will work with STC through the DEM, to work on a brief chosen by members. This can be regarding the Business Plan, Communications, Funding, and much more.
Developed marketing templates	Freya Pretty	Communications	Developed marketing templates to promote STC leaflets and the work of the council for the Communications and Engagement Officer to use moving forward.



Activity	Owner	Activity Type	Outcome/s
Attended the Oaklands Community Café	Freya Pretty	Engagement/Communications	Networked with members of the community at the Oaklands Community Centre and promoted the information café sessions on STC social media channels.
Successful CCTV funding	Freya Pretty	Funding	A successful funding application for additional CCTV camera's will now re-open this project and I will be working with the Office Manager to deliver this by March 2027.
Met with Winning Moves.	Freya Pretty	Engagement	Winning Moves has collaborated with several town councils to create custom local Monopoly board games that generate additional income streams. This initiative is currently in its early stages, awaiting documentation from Winning Moves outlining potential frameworks to present to Council. The project aligns with broader efforts to support the town's development and deliver on the objectives of the Business Plan. This project has supported other town BIDs successfully in the past.
Completed Precept Designs + Supplier Appointment	Freya Pretty	Communications	Completed the re-design of the precept bus stop, banners, and newspaper information. Template now in place for the Communications and Engagement Officer to take over.
Met with Peninsula Transport - Rural Mobility Pilot fund	Freya Pretty	Funding/Engagement	A meeting was held regarding their Rural Mobility Pilot fund. I spoke about STC's Business Plan, along with current and future projects. We are on their list for engaging with if any future funding pots are released.
Funding Applications x3 (CIF, CIL, SWW)	Freya Pretty	Funding	Working on an additional three funding applications for various projects - January 2026.



Activity	Owner	Activity Type	Outcome/s
Attended The Core's Funding Workshop	Freya Pretty	Funding / Community Engagement	I was invited to deliver a funding workshop at The Core as part of the Saltash Youth Network programme. The session was very well received and provided a valuable opportunity to build new connections, including establishing contact with Cornwall Community Foundation. I was also able to offer direct support to a local young person seeking guidance. In addition, initial discussions have taken place regarding the potential to develop this into a regular collaborative event with partner organisations.
St Piran's	Freya Pretty	Communications	Produced the Risk Assessment and supported delivery of actions on the day/lead up to the event. Produced all marketing materials: Programme, posters, connected in with the community and promoted community events, press release, social media content/social media video
Annual Report	Freya Pretty	Communications	Produced the annual report for use at the Parishioners meeting.
Marketing materials / Event Promotion	Freya Pretty	Communications	Produced the marketing materials and promoted the following events/information: Saltash Town Council's Annual Parishioners' Meeting Civic Award Nominations STC monthly event schedule St Piran's Day Mayors Quiz's (1990 and 1960s) Meet Your Councillor Leaflet Traders Meeting - Flyer and Information Boards Precept - Banners, Newspaper Spread, Bus Stop Boards, and video content.

To receive a report on promotional materials for the business plan and consider any actions and associated expenditure

Report to: Town Vision Sub-Committee

Date of Report: 09/03/2026

Officer Writing the Report: Development and Engagement Manager

Purpose of the report: To provide an update to members on the current status of the work-to-do 'delegate to the Development and Engagement Manager to obtain costings for transferable promotional material to support the Business Plan, with a report to be brought back to the next Town Vision meeting'.

Officer's Recommendations

Members are requested to note the update within this report.

Report Summary

Members previously agreed to delegate to the Development and Engagement Manager (DEM) the task of obtaining costings for transferable promotional materials to support the promotion of the Town Council's Business Plan, with a report to be brought back to a future Town Vision meeting.

It has been agreed with the Town Clerk, that this work has been temporarily placed on hold pending the appointment of the Communications and Engagement Officer (CEO). The reason for this is that the visual design, branding, and wider promotional approach developed by the CEO as part of the broader Business Plan promotion initiative will influence the type of materials required and the associated costings. Developing this work collaboratively will help ensure consistency in messaging and design.

Once the CEO is in post, the intention is that the DEM and CEO work together to develop appropriate promotional materials and a communications strategy for promoting the Business Plan moving forward. This approach will also ensure that the

materials considered are transferable, practical for long-term use, and represent the best possible value for money for the Council.

This is a significant project and will require joint working between the Development and Engagement Manager and the Communications and Engagement Officer. A further update will be provided to members once the Communications and Engagement Officer is in position and work on the project progresses.

Signature of Officer:

Development and Engagement Manager

To receive the business plan objectives set by the Town Council committees and consider any actions and associated expenditure

Report to:

Town Vision

Date of Report:

9.3.26

Officer Writing the Report:

Town Clerk / RFO

Pursuant Minute:

Town Vision held on 28.10.25 – minute 43/25/26

Purpose of the report:

To provide an update on the implementation and outcomes of the new format for monitoring the Town Council's Business Plan.

Officer's Recommendations

That Members note the contents of the report and consider the effectiveness of the revised monitoring arrangements for the Business Plan.

Report Summary

It was recommended to Full Town Council that the method for monitoring the delivery of the Business Plan be amended to create a more streamlined, consistent, and easily reportable process. Under the new approach, each committee is required to review its objectives at every scheduled meeting and report progress to the Town Vision Sub Committee on a six-monthly basis.

This revised system has significantly reduced pressure on the Town Clerk and the Administration and Finance departments.

The Personnel Committee agreed that the setting of its objectives be delegated to the Chair and Vice Chair, with a report to be brought back to the Committee at its June meeting.

As the Sub Committees have not yet met, no objectives have been formally set. The establishment of objectives will depend on the outcome of the proposed new Town Council Committee structure.

Although only a small number of objectives have been set so far, it is important to highlight that a substantial amount of excellent work continues to be delivered on behalf of Saltash Town Council.

Signature of Officer:

Town Clerk / RFO

Objective	What we will deliver	Lead Officer	Resources	Ongoing	Year				What we achieved	Completed	Already do
To encourage and deliver an annual budget supported by financial stability that is both resilient and responsible in order to support STC Expenditure that is either planned, unexpected or of an emergency nature.	High level of services that benefit local residents and wider community by means of improved facilities and better quality of life Maintaining quality services, supporting events, programs and initiatives that enhance the attractiveness and economic activity of the Town	RFO / Finance Officer	Finance								
To further develop policies that support the smooth running of the Council and promote efficiencies which will ultimately benefit the Town.	To monitor and deliver policies that are fit for purpose in an ever changing and challenging environment. Enable a clear sense of direction to follow Communicating effectively with the local community for better understanding of the value the Town Council delivers	Administration Dept	Administration						Improved policy work: Civic Handbook, Scheme of Delegation, Receiving Public Questions, Complaints Policy		
To support the delivery of professional youth work	Set a reasonable budget for organisations to tender Create clear and transparent tender documents for bid submissions providing a fair and reasonable timeframe Advertise the tender widely to ensure those who meet the criteria have the opportunity to bid Promote awareness for youth work organisations, enabling collaboration and best practice and use of resources.	Administration Officer	Administration						Increased budget to £100k and extended period to 3 years to support PYW. Clear and transparent tender documents for PYW submissions created and advertised on STC website, socials, noticeboards. Emails informing key stakeholders and via Saltash Team for Youth		
To provide Community Chest and Festival Fund Grants	Continue to provide grants and funding opportunities that benefit the community Set a reasonable budget for organisations to submit an application for their project or event Provide 1:1 support to ensure the application is fully complete prior to receiving at Committee Improve the current Town Council Grant Policy (if necessary) by making it more accessible for the end user Advertise the Grant opportunity widely	P&F Committee P&F Committee Receptionist Cllrs Gillies, Bickford, Suter, Peggs Communications and Engagement Officer	Administration / Members						1:1 support offered to those wishing to submit a grant application. Applicants are encouraged to ask for help and supported through any queries with application at point of checking.		
To further strengthen relationships with Saltash Plougastel Twinning.	Reaffirm friendship charter Mayor in office to hold honorary position on the Saltash Plougastel Twinning Associations Committee Provide the Association free room hire for meetings and events	Mayors Secretary	Administration		1	2	3	4	Reaffirm friendship charter to be held 15 May at the Guildhall. Approved for Mayor to hold honorary position. Free room to be provided to the Twinning Association		

Objective	What we will deliver	Lead Officer	Resources	Ongoing	Year	What we achieved	Completed	Already do
Revitalise and Improve Signage - Improved maintenance - Fix if required - Identify areas for new / improved signage	Improved maintenance Fix if required Identify areas for new / improvements	Office Manager, Communications and Engagement Officer, Operations Manager		N/A	1	Currently reviewing existing signage and considering opportunities for improved and additional signage Contacted Treledan Developers regarding the installation of a new noticeboard within Treleden. Subject to their approval, they are happy for STC to send across the relevant details.		
Promote Saltash as a vibrant and welcoming visitor destination	Improve communications, publicity and marketing of Saltash and increase footfall / tourism.	Office Manager, Communications and Engagement Officer, Operations Manager		Ongoing	Review 3 / 4 Year	Continued work with keystakeholders for the delivery of a Saltash leaflet and Town Visitor Guide Banners for events procured Advertisement for Shop Your Town Parishioners and Civic Awards approved by the Town Council		

Objective	What we will deliver	Lead Officer	Resources	Ongoing	Year	What we achieved	Completed	Already do
To ensure in review of planning and licensing applications and considerations, economic opportunities and impacts are examined appropriately	<p>Continue working in partnership with Cornwall Council and keystakeholders to reach the right outcome for Saltash</p> <p>All Councillors to attend planning training annually to keep up to date with current and national planning and licensing laws and local plan policies</p>	Office Manager / Planning and General Administrator			1	<p>Continuing to engage and correspond with Treledan developers. Contacted regarding school provisions, grit bins and noticeboards. Subject to their approval, Treledan are happy for Saltash Town Council to send across the details of having a notice board installed.</p> <p>Contacted Cornwall Council regarding school provisions.</p> <p>Reviewed Councillors planning training and registered Saltash Town Council's interest in planning training sessions with CALC.</p>		
To review the Town Council planning policy and procedure and make recommendations to Town Council to ensure that the Town Council is able to meet any additional requirements of the planning process.	<p>Continue to strengthen the Town Council's role in the planning process working with key stakeholders</p> <p>Councillors and staff to attend training when available and provided by Cornwall Council and CALC on the National Planning and Policy Framework</p>	Office Manager / Planning and General Administrator			1	<p>Advice sought from CALC on pre-applications to ensure correct procedure is followed.</p> <p>Received presentation from Brunel Recycling regarding pre-application. Followed up on attending an Open Day.</p> <p>Continuing to work with Community Link Officers on the Community Highways Improvement Programme.</p>		