

# SALTASH TOWN COUNCIL

Konsel An Dre Essa

Annual Report 2023-2024





# A cheerful welcome from the Mayor of Saltash

It has been a privilege to serve a second year as Mayor of Saltash for 2023 – 24. I have had the pleasure of being invited to a wide range of events, performances, and organisations. I have enjoyed finding out all that our town has to offer, being immersed in the many cultural offerings of our town, and above all meeting the residents of Saltash.

Alongside me has been my wife Sarah, and I would like to thank her for her unwavering support, I know she has taken great pleasure in attending the many community events we have been invited to. Further thanks go to Deputy Mayor Councillor Julia Peggs and her consort Geoff Peggs for their continued support.

During the year we have supported three organisations, Saltash Foodbank, the Community Kitchen at Number 8 and CAP – Debt Management and Advice. All these organisations provide vital support to many in the town. I know the money raised during the year will go directly to helping residents of Saltash who are in need.

I have been pleased to have been involved with some new initiatives this year, many of which the community have been invited to have their say on.

In June, the Town Team consulted residents and visitors on potential new green community space in the Town Centre. Alongside this, a consultation was undertaken by the Saltash Waterside Coastal Communities team on plans to improve and mitigate future tidal flooding for the Waterside. I sincerely hope these projects lead to real improvements that benefit our town.

A further project the Town Council and partners are working on is the Waterside Connectivity Project which is exploring links from the Waterside to the Town Centre and further into Saltash, as well as ferry services across the river and beyond. This is an exciting proposal for the town and could deliver social and economic benefits.

Finally, I would like to thank all the many volunteers, fundraisers and spokespeople who work hard to champion for and support others. I would also like to thank our Town Council 'family'; from volunteer councillors to our hard-working staff, everyone is doing their bit. The town of Saltash is a wonderfully supportive and vibrant community of which I'm proud to be a member.

Councillor Richard Bickford - Mayor of Saltash Town Council 2022-2024

# Meet Your Councillors

Every second Saturday of the month outside Bloom Hearing, Fore Street

“ Being a Councillor for Saltash Town Council is both a pleasure and a privilege. You get to find out so much more about the workings of the town where you live together with the opportunities and challenges. In my role, I’ve particularly focused on youth work, play parks, healthcare and putting together Saltash Town Council’s business plan. Ultimately, it’s about public service working with great people to make a positive difference in the lives of residents of all ages living and working in Saltash. I’d highly recommend it!” - Councillor Griffiths, Essa Ward ”

# DID YOU KNOW?

Local elections are due to be held in May 2025.

Becoming a Councillor is not just about holding a position of authority; it's about actively shaping the community you live in and contributing to its growth and development. It's a role that demands dedication, empathy, and a genuine desire to make a positive difference in the lives of those around you.

If you are passionate about your local area, want to make a difference and wish to volunteer your skills and expertise to a team of dedicated community patrons then visit the Town Council's website and find out how to

## BECOME A COUNCILLOR

<https://www.saltash.gov.uk/councillorvacancies.php>

Saltash Town Council forms the second tier of local government and works with Cornwall Council who are our Unitary Authority. We are the largest Town Council in the south-east area of Cornwall.

The Town Council is committed to providing excellence in the Services and Facilities which it delivers. We aim to be responsive, accessible, and transparent in our approach and in the work delivered.

There are sixteen Councillors representing three Wards – Essa, Tamar and Trematon, find more information on Saltash Town Councillors on the Town Council website. Councillors are elected from the community every four years. Spaces are filled via by-elections, or by means of the Town Council choosing new Councillors via co-option.

The Chairman and Deputy Chairman are elected by Members of the Town Council annually at the Annual Town Council meeting held in May. The Chairman also undertakes the role of Mayor representing the Town Council and community at official engagements, with their consort.



Scan me to find out who your ward Councillors are.



# Meet the Team

## The Town Clerk and Responsible Finance Officer



The Town Clerk of Saltash is Sinead Burrows. The role of Town Clerk is the Proper Officer of the Council and as such is under a statutory duty to carry out all the functions, and in particular, to serve or issue all the notifications required by law of a local authority's Proper Officer.

The Town Clerk is also the Responsible Finance Officer and responsible for all financial records of the Council and the careful administration of its finances. The Town Clerk is expected to advise the Council on and assist in the formation of, overall policies to be followed in respect of the Authority's activities and to produce all the information required for making effective decisions and to implement constructively all decisions.

## Administration and Finance Department

The Town Council administration and finance departments are on hand to assist and support the Members of the Town Council, residents of Saltash and the community. In total there are eight members of staff. The admin team are the organisational hub, playing a vital role in the governance of the Town Council, following resolutions from relevant Committee meetings and meeting statutory requirements. The finance department are responsible for managing the Town Council's finances ensuring rules and regulations are adhered to when dealing with Town Council money, they are involved in budgeting, accounting, and financial planning of the Town Council in its aims to deliver for the residents of Saltash.



## Service Delivery Department

Saltash Town Council Service Delivery Department provides a range of services for the benefit of its local residents and visitors. We are responsible for maintaining a variety of public buildings along with open green spaces and the environment. This can include parks, play areas, and other outdoor facilities open to the public. Some work activities include the use of ride-on mowers, tree pruning and felling, strimmer's for grass areas and hedge cutting. As the Services Team we also cover cemeteries, public toilets, allotments, public gardens, the waterside pontoon, as well as events and celebrations. For further details and information about all our services, this can be found on our website.



## Saltash Library Hub

2023 has been an amazing year in the Library Hub. From the Warm Space and Wellness months of January and February to the Science month of March, welcoming Spaceport Cornwall and Plymouth University. Spring, Summer and Autumn environment months promoted local, national and international green messaging through events and exhibitions. The Literary Festival was another great success in October where an array of authors help promote reading and the importance of local Library Hub services, born out by the facts that this year's Summer Reading Challenge was the most successful ever, loans are up compared to 2017 and new borrowers are up 60% compared to 2017. 2024 promises to be an equally exciting year as the development of the community Library Hub continues. Daily information on the Library Hub Facebook page and Council Website.



# YOUR TOWN COUNCIL WORKING FOR YOU

The Town Council recently considered and approved six strategic priorities for the next three years to ensure Saltash becomes an envied riverside town, being greener, more inclusive and prosperous.



## BOOSTING JOBS AND ECONOMIC PROSPERITY

Saltash Town Council is committed to ensuring Saltash benefits from higher income, reduced poverty, improved facilities and quality of life.

To assist in achieving this priority the Town Council are pursuing better Adult Education provisions, trialling CCTV in the Town Centre and improving the operations of opening, closing and cleaning of the Public Toilets.

The Town Council will persist in promoting Saltash as a vibrant and inviting visitor destination, with the Station waiting room, kitchen, and fully accessible toilet serving as crucial assets that the council is dedicated to opening, managing, and maintaining for the benefit of both locals and visitors alike.



## HEALTH AND WELLBEING

The Town Council provide continued support to the Saltash Healthcare Action Group.

Examples of support that has been offered this past year includes free room hire, Town Council representation to key stakeholder meetings and by continuing to press on with improvements to our local NHS provisions.

The Town Council remains committed to prioritising mental health alongside fitness facilities, educational well being of children and opportunities for young people to access high quality learning ensuring support for the overall well-being and development of the community.



## HOUSING

Saltash Town Council will continue to work in partnership with Cornwall Council to ensure a balanced range of high quality and affordable housing options for its residents.

By working alongside Cornwall Council and referring consistently to the approved Saltash Neighbourhood Plan, the Town Council will continue to endeavour to identify suitable development sites, encourage sustainable housing designs, and promote inclusive housing policies that cater to varying income levels.

Saltash Town Council strive to strike a balance between meeting the housing needs of their residents whilst preserving the towns unique character.

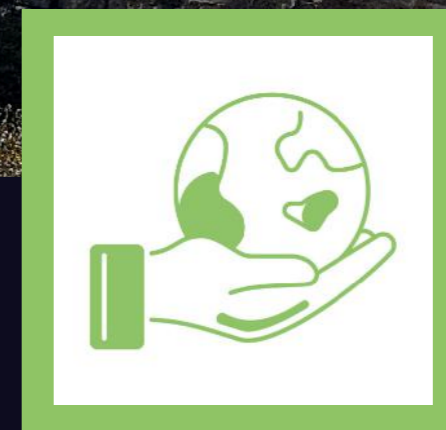


## TRAVEL AND TRANSPORT

The Town Council are working with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.

The Town Council hope to achieve this strategic priority through partnerships with local businesses, transportation authorities and community organisations that lead transportation initiatives such as Saltash Red Bus.

The Town Council aims to develop strategies that encourage pedestrian-friendly infrastructure, cycling initiatives, and public transport enhancements.



## CLIMATE EMERGENCY

The Town Council acknowledges and recognises the climate emergency we all face together.

With a climate change strategy being worked on by the Town Vision Sub Committee, the Town Council aims to proactively address climate change.

This can be achieved in many ways such as prioritising initiatives aimed at reducing our carbon footprint, enhancing green spaces and encouraging sustainable practices here at the Town Council and within the community of Saltash.



## RECREATION AND LEISURE

Recreation and Leisure is an important subject to the Town Council.

Here at the Town Council we recognise the need for continued and improved Saltash play parks, open green spaces and library services.

Continued support is offered to leisure and sport facilities within the community.

The Town Council acknowledges our unique position on the Tamar and Lynher Rivers and hopes to continue to celebrate and preserve the natural beauty and cultural significance of these waterways.

Saltash Town Council's Business Plan outlines and clarifies the strategic priorities of the Town Council and aims to provide a framework for budget setting and identified operational targets over the period. The Town Council's Business Plan sets out Saltash Town Council's vision for Saltash, its purpose, values, objectives and priorities. You can locate the Business Plan on the Town Council's website here:

[www.saltash.gov.uk/town-council-business-plan](http://www.saltash.gov.uk/town-council-business-plan) or you can visit us at The Guildhall or Saltash Library Hub to view a printed copy.

## Schedule of Meetings



Saltash Town Council Schedule of Meetings Calendar for the year 2024-2025 can be found here: <https://www.saltash.gov.uk/council.php>. The meetings are open to the public and press. Agendas are published on the website, social media and noticeboards three clear working days before each meeting. 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.

## Allotments



Allotments and community gardens are a great way to grow your own food and enjoy the fresh air whilst learning about cultivation, observing wildlife and improving your mental health and well-being.

Saltash Town Council oversees three allotment sites - Fairmead, Grenfell and Churchtown. We currently have waiting lists for all three sites. If you would like to be added to our waiting list please email [services@saltash.gov.uk](mailto:services@saltash.gov.uk).

## Committee Organisational Structure

Saltash Town Council's website displays the Town Council's Committee Organisational Structure including membership and an easy to follow flow chart of the parenting Committees that oversee them. You can find the organisational structure here: <https://www.saltash.gov.uk/council.php>



## Churchtown Cemetery

The Town Council is responsible for Churchtown Cemetery located at the top of Farm Lane opposite St Stephen's Church. The Service Delivery Department regularly maintain the cemetery grounds and supervise burials. The Town Council offer memorial services to the public such as memorial benches and the planting of memorial rose bushes.

For further information please contact the Guildhall or visit our website: [www.saltash.gov.uk/churchtowncemetery.php](http://www.saltash.gov.uk/churchtowncemetery.php)



## Repairs and Maintenance



The Town Council's Service Delivery Department undertake a wide variety of tasks. The small team plant colourful flower displays around the town, along with regular grass cutting, pathway maintenance and hedge trimming, the team work hard to ensure our town is full of colour and greenery all year. The team are responsible for a wide variety of maintenance on the Town Council buildings and public facilities and support with community events. Sadly the public toilets are often subject to vandalism and the team undertake the majority of repair work in house, working hard to get the facilities repaired and opened as quickly as possible.

## Pontoon and Waterside

Saltash Town Council manage and maintain the Pontoon at Jubilee Green on the Waterside. The Pontoon allows for 10 permanent berths, one available berth for emergency services and a few public moorings which can be used for short stays. Saltash Town Council has a presence on the Waterside with the cabin by the entrance to the pontoon. We currently have no permanent mooring vacancies but we do have trusted boater scheme, for more details or to join our waiting list for a permanent mooring, please email [services@saltash.gov.uk](mailto:services@saltash.gov.uk)



MEMORIAL  
ROSE GARDEN

# PROFESSIONAL YOUTH WORK 2023

## The importance of Professional Youth Work

Young people in Saltash, the next generation, are an energetic and creative asset to our town. They are increasingly raising important issues regarding the challenges, barriers and inequalities they face and it is important that we respond both positively and strategically to these concerns.

High quality, professional youth work provides safe, supportive and creative environments for young people to be themselves, make friends and develop their interests. It relies on the skills, experience and empathy of qualified youth workers and volunteers to guide and support them as they find their place in the world.

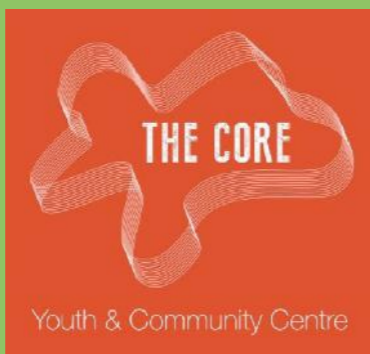
That is why at Saltash Town Council we invest in Professional Youth Work and have worked hard to increase the budget for this over the last few years. For the year 2024-2025 the Town Council have budgeted £59,069 for the provision of professional youth work services in Saltash. This is an increase of over £4,000 from the 2023-2024 budget.

Professional Youth Work will continue to be a high priority for us. Youth organisations in Saltash, like Livewire and The Core, do excellent work and are telling us that there is an increasing demand from young people, particularly to support their mental health and well-being in these challenging times.

The Town Council will keep doing all that we can to help meet this demand through our annual Professional Youth Work tendering process. If you'd like further information about this work, we would be delighted to hear from you. Please email [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk).



The Town Council provided **£29,938** of funding to Livewire Youth Project in 2023/2024 towards continuing to assist and support young people to use contemporary music to unlock their creativity.



The Town Council provided **£29,938** of funding to The Core in 2023/2024 towards continuing to offer young people locally with a wide range of opportunities, activities and vital services.

# 160

**Hours of support provided to young people who have been referred from other agencies for example Schools, targeted youth support, social care and the police.**

# 2565

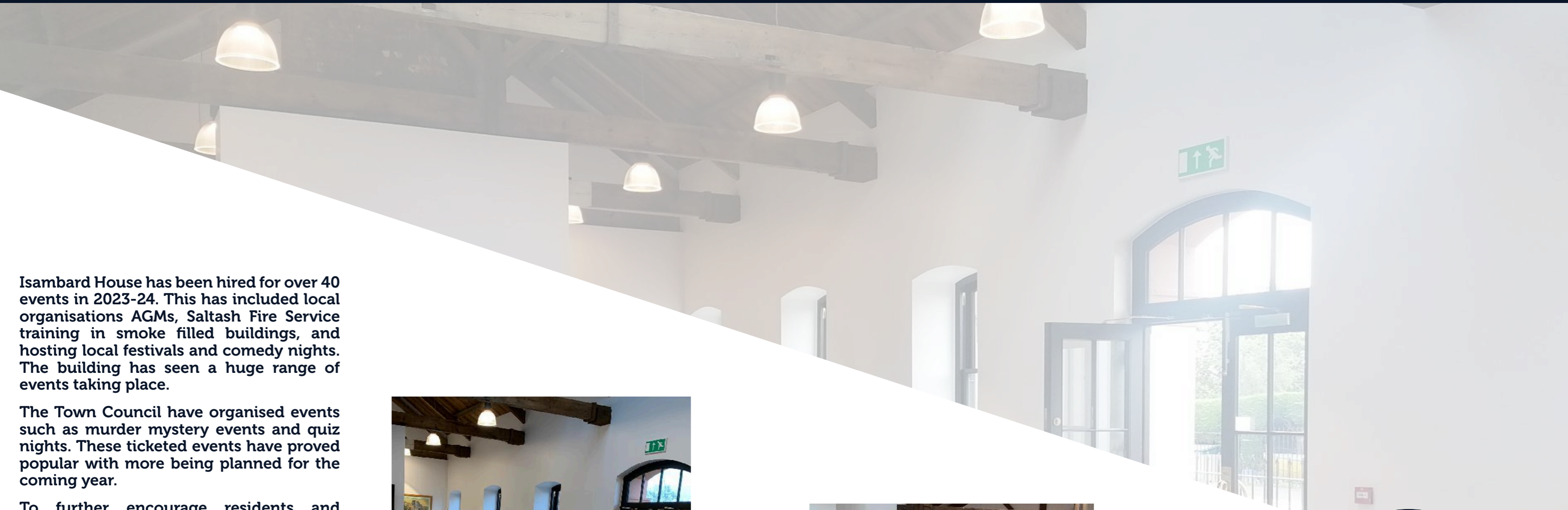
## Volunteer hours worked



# 29

**young people helped back into School, College or Work**

# ISAMBARD HOUSE



Isambard House has been hired for over 40 events in 2023-24. This has included local organisations AGMs, Saltash Fire Service training in smoke filled buildings, and hosting local festivals and comedy nights. The building has seen a huge range of events taking place.

The Town Council have organised events such as murder mystery events and quiz nights. These ticketed events have proved popular with more being planned for the coming year.

To further encourage residents and visitors use of the space, the Town Council have approved charging £10 per hour (for a minimum of two hours) for all Saltash based community groups and charities.

The beautifully restored building can host a wide variety of events with flexible seating and layout options. There is also a stage and PA system available.

The Town Council understands the community's desire to have a waiting room, accessible toilet and café at Saltash Station. The opportunity has been out to tender but was unsuccessful in recruiting initially, however the Town Council have now agreed a contract with the operator of Poolside Cafe at Saltash Leisure Centre to open at Isambard House in the near future.



Isambard House - Comedy Night



Isambard House - Firefighting Training

## DID YOU KNOW ?

Saltash Town Council have facilities to hire to hold a variety of events. The rooms can be hired for meetings, dance classes, birthday parties, exhibitions, family celebrations, local fundraising events, and many more. <https://www.saltash.gov.uk/facilitiesforhire.php>



# Working in Partnership for the people of Saltash

At the heart of our town's progress and prosperity lies the collaborative efforts of the Saltash Town Council working hand in hand with various stakeholders and community members.

Recognising that the strength of a community lies in its unity, we actively engage with residents, businesses, local organisations, and governmental agencies to address challenges, seize opportunities, and create a sustainable future for Saltash.



**Essa Ward**  
Cornwall Councillor  
**Hilary Frank**  
Cllr.hilary.frank@cornwall.gov.uk

**Tamar Ward**  
Cornwall Councillor  
**Sheila Lennox-Boyd**  
Cllr.sheila.lennox-boyd@cornwall.gov.uk

**Trematon and Landrake Ward**  
Cornwall Councillor  
**Martin Worth**  
Cllr.martin.worth@cornwall.gov.uk



**Pontoon - Saltash**

## Coastal Community Team

The Saltash Coastal Community Team (CCT) created an Economic Plan which aims to promote economic activity in Saltash as a whole (and the Waterside area in particular) through encouraging tourists and local people to visit the area. This is an aim that sits squarely and well-integrated with the vision and aims of the Saltash Neighbourhood Plan.

In July 2023, alongside the new green community space for Saltash public consultation the Saltash Waterside Coastal Communities Team (Saltash Waterside CCT) held an exhibition on the project - Beginning a community discussion on public space, flood protection and a broader vision for the future. The Saltash Waterside CCT took the responses provided by the community and continue to develop ideas and possible plans to combat the increasing risk from tidal flooding across the Waterside area in addition to offering an opportunity to make public realm improvements to enhance the whole area.



**Pillmere - Saltash**

## Town Team

Saltash Town Council work in partnership with the Town Team. With the Town Team Membership is inclusive of Town Council representation, the Town Team look to deliver town centre projects that support the Town Council's Business Plan in providing a vibrant Town Centre.

The Town Team have recently been involved in the public consultation by HIVE, appointed consultants, into the future for Saltash town centre.

Following consultation, including public presentations, a report was prepared which highlighted certain issues including the need for one large open space (town square) but consideration should be given to a few smaller spaces linking the area together and improving connectivity in the creation of a vibrant green realm in the heart of the town.

## Pillmere Association

The Town Council worked closely with the Pillmere Community Association to ensure residents' views were listened to when applying for funding. Residents were able to give feedback on the proposals via an online survey, at the Saltash Library Hub or paper questionnaires posted through Pillmere residents doors. A public consultation was held during a residents meeting and AGM where representatives of the Town Council were available to discuss the funding applications. The successful funding application will see two play areas at Grassmere Way and Honeysuckle Close be redeveloped with new equipment for residents and the wider community.

## Saltash Environmental Action

The Town Council work closely with Saltash Environmental Action (SEA) for the benefit of the town. SEA has free hire of Isambard House for community talks and workshops on environmental issues and awareness which the public are invited to attend. The Town Council has allocated funding to SEA for the purchasing of trees and related equipment for planting in the town. The group also have a community allotment free of charge, which is used to grow produce and is worked by volunteers.



**Victoria Gardens - Saltash**

## Devolution

Devolution of Town Council assets refers to the process of transferring certain administrative and financial responsibilities from higher levels of government to local authorities, such as Town Councils.

This transfer of assets is important and beneficial for many reasons. It provides the Town Council with the opportunity to make local decisions and increases efficiency and effectiveness as the Town Council can deliver services to the local area.

Saltash Town Council work closely with Cornwall Council in the devolving of assets with many areas now being devolved or under a form of Service Level Agreement.

## Victoria Gardens

The Town Council have supported volunteers to revitalise Victoria Gardens into a blossoming park for all ages. Volunteers meet weekly to weed, prune and replant the beds and the Town Council support with planting of trees and removing of garden waste. The volunteers hard work has seen the gardens start to blossom and transform into a wonderful, colourful public space.

Become a friend of Victoria Gardens!  
<https://www.facebook.com/groups/1283626052225425/>

# The future looks bright.....

The Town Council is committed to seeking relevant funding opportunities to better improve the town. The Town Council worked in partnership, identified, applied and were successful in securing **£284,500** for the year 2022-2024

The Town Council continues to work hard in bringing the following successfully funded projects to fruition in collaboration with key stakeholders:

## Town Vitality Fund (TVF)

Cornwall Council's Town Vitality Fund (TVF) set aside £1.45 million for Cornish towns to help revitalise town centres and high streets.

Town Team, in partnership with Saltash Town Council, applied for funding and were awarded **£84,000** to commission studies to identify an optimal site within the retail heart of Saltash. Identified areas would be suitable for development as a green community event space.

## Town Accelerator Fund

The Town Accelerator Fund is a discretionary award from Cornwall Council to towns that have accessed Town Centre Revitalisation Funding. The Town Team, in partnership with Saltash Town Council met with Cornwall Council and agreed how the **£21,000** awarded would be utilised on investing in an open green community space.

## Town Delivery Fund (TDF)

The TDF is a grant award from Cornwall Council. It can be accessed by successful applicants of the Town Centre Revitalisation Funding. Town Team and Saltash Town Council identified this opportunity and were successful in a bid for **£30,000** to make further improvements to the public realm.

## Community Infrastructure Levy (CIL)

Community Infrastructure Levy (CIL) Funds available in 2023 were open for bids to be received for applications wanting to fund infrastructure projects that benefit children and young people.

Saltash Town Council were awarded **£75,000** to provide new play equipment at Honeysuckle Close and Grassmere Way in Pillmere for children aged 12 and under.

## Community Levelling Up Fund (CLUP)

The Community Levelling Up Programme (CLUP) supports community-level investment plans for Good Growth across Cornwall and the Isles of Scilly. The primary goals of the programme are to put communities at the heart of delivery, to tackle deprivation and level up communities.

Saltash Town Council have secured **£74,500** towards investing better connectivity and sustainable transport.



Funded by  
UK Government



POWERED BY  
**LEVELLING  
UP**

# DID YOU KNOW ?

It can often be confusing trying to work out which service falls under within the remit of each local authority, especially for residents who are unaware of the distinction. The table below provides a short guide to the different services provided at each level of local government. However, it should be stressed that Council's have some freedom to develop services to benefit the community which could be undertaken at either level of government.

## Saltash Town Council

Saltash Library Hub  
Saltash Public Toilets  
Allotments  
Play Parks  
Open Spaces  
Public Rights of Ways  
Jubilee Green Pontoon  
Seagull Proof Bags  
Burials and Memorials  
Planning and Licensing (Consultees only)

## Cornwall Council

Rubbish and Recycling  
Highways and Transport  
Council Tax  
Schools  
Parking  
Play Parks  
Open Spaces  
Benefits  
Health and Social Care  
Housing  
Planning and Licensing

To identify the exact locations of the above services please refer to Saltash Town Councils Portfolios which can be found on our website here: [www.saltash.gov.uk/town-council-portfolio.php](http://www.saltash.gov.uk/town-council-portfolio.php)

# CONTACT US

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