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SALTASH TOWN COUNCIL

Minutes of the Meeting of the Property Maintenance Sub Committee held at the Guildhall on Monday 28th October 2024 at 6.30 pm

PRESENT: Councillors: R Bickford, R Bullock, J Dent (Chairman), S Miller (Vice-Chairman) and J Peggs.

ALSO PRESENT: S Burrows (Town Clerk / RFO), W Peters (Finance Officer), F Pretty (Development and Engagement Manager) and D Joyce (Administration Officer)

APOLOGIES: J Brady, B Stoyel and D Yates.

31/24/25 HEALTH AND SAFETY ANNOUNCEMENTS.

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

32/24/25 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.

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

None.

33/24/25 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

34/24/25 **TO RECEIVE AND APPROVE THE MINUTES OF THE PROPERTY MAINTENANCE SUB COMMITTEE HELD ON 26 SEPTEMBER 2024 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 Dent, seconded by Councillor Miller and **RESOLVED** the minutes from the Property Maintenance Sub Committee held on 26 September 2024 were confirmed as a true and correct record.

35/24/25 **TO RECEIVE A REPORT ON THE WATERSIDE TOILET AND SHEDS PROJECT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Development and Engagement Manager (DEM) provided a verbal update on the report received and contained within the circulated reports pack confirming the Town Council's eligibility for Awards for All funding opportunity through the National Lottery for the Waterside public toilets.

Members discussed the importance of improving the Waterside toilet facilities for the community and helping with the improvements in the area.

Members agreed that a detailed project proposal to secure funding is needed.

It was proposed by Councillor Bickford, seconded by Councillor Bullock and **RESOLVED**;

1. To continue to maintain the Waterside toilets by improving the standards at the earliest opportunity;
2. To consider future budgeting for the toilets under Agenda Item 8 – to set the Town Council Five-Year Repair and Maintenance plan together with the Services Committee budget statements and consider any actions and associated expenditure;
3. To delegate to the Development and Engagement Manager to continue to seek funding opportunities for the entire Waterside project working with Councillors Bickford, Bullock, Dent, Miller and Peggs to develop the project plan in more detail;
4. The Town Clerk to report back to a future Property Maintenance meeting on the Heads of Terms received from Network Rail to form the Lease.

36/24/25 **TO RECEIVE A PROPERTY CONDITION REPORT FROM BARRON SURVEYING AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members received a Condition Report and Forecast Budget Costs from the Town Council Building Surveyor.

The Town Clerk highlighted priority levels within the document. Priority one requires action within the next year, priority two requires action within years two and three, and priority three can be scheduled for four to five years.

It was proposed by Councillor Dent, seconded by Councillor Peggs and **RESOLVED** to note the property condition report and approve the forecast budget costs against priorities one to three into the five-year plan.

37/24/25 **TO SET THE TOWN COUNCIL FIVE-YEAR REPAIR AND MAINTENANCE PLAN TOGETHER WITH THE SERVICES COMMITTEE BUDGET STATEMENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Finance Officer worked through the five-year repair and maintenance plan together with the services committee budget statements for the year 2025/26.

During the discussion of this item Councillor Bullock left the meeting briefly and rejoined the meeting.

Members carefully reviewed each budget line for all Town Council assets, considering prior agenda items discussed, such as, Barron Surveying Condition Report and the Waterside Toilet and Sheds project.

Members also considered necessary upgrades and maintenance of Town Council properties to ensure facilities meet health and safety standards whilst preserving their overall condition.

It was proposed by Councillor Dent, seconded by Councillor Miller and resolved to **RECOMMEND** the Town Council Five-Year Repair and Maintenance Plan to the Policy and Finance Committee meeting to be held on 12 November 2024, as attached, subject to the following amendments:

Guildhall Major Works

1. To rename budget code 6418 GH Professional Fees to 6418 EMF Legal & Professional Fees;

Maurice Huggins Room

2. To rename budget code 7018 MA Professional Costs to 7018 EMF Legal & Professional Fees;

Longstone Park Depot

3. The Town Clerk to review the lease with Cornwall Council to ensure the Town Council only performs its responsible tasks, meeting Health and Safety at Works standards;
4. To create a new budget code 7122 EMF Legal & Professional Fees (Longstone);

Library

5. To rename budget code 6918 LI Professional Costs to 6918 EMF Legal & Professional Fees;
6. Budget code 6971 EMF Saltash Library Property Refurbishment, associated costs for future works to fascia and soffits of £3,400 be spread over the years 2026/2027 at £1,200, 2027/2028 at £1,100 and 2028/2029 at £1,100;

Public Toilets – Waterside

7. Budget code 6580 SE EMF Public Toilets (Capital Works) be increased to £12,500 for the year 2025/26 for the refurbishment project of the Waterside Toilets;
8. To create a new budget code 6595 SE EMF Legal and professional Fees (Grounds and Premises);
9. Budget code 6595 SE EMF Legal and Professional Fees (Grounds and Premises) be increased to £1,800 for the year 2025/26;

Waterside Sheds

10. To create a new budget code 6596 SWE EMF Waterside Sheds (Capital Works);
11. To create a new budget code 6594 SE EMF Legal and Professional Fees (Town and Waterside);

Heritage Building

12. Budget code 6471 SE EMF Heritage Centre costs for roof repairs and replacement be spread across years 2026/2027 at £7,000, 2027/2028 at £7,000 and 2028/2029 at £6,000;
13. Reduce budget code 6471 SE EMF Heritage Centre across years 2026/2027 at £5,000, 2027/2028 at £5,000 and 2028/2029 to £5,000;
14. To create a new budget code 6595 SE EMF Legal and Professional Fees (Grounds & Premises);

Outdoor Land and Fences

15. No further funds be allocated to budget code 6588 SE EMF Victoria Gardens for the year 2025/26. The Town Council to further investigate funding that may be available to rejuvenate the railings;
16. No further funds be allocated to budget code 6571 SE EMF Saltash Recreation Areas for the year 2025/26 as not required due to all Town Council owned playparks having received investment and requiring only maintenance;

Waterside Pontoon

17. No further funds be allocated to budget code 6584 SE EMF Pontoon Maintenance for the year 2025/26 until the Lease from the Duchy has been ascertained and a further review of the pontoon facilities undertaken;
18. To remove the line 'water supply to pontoon' as no longer required;

Cornish Cross

19. Create a new budget code 6593 SE EMF Cornish Cross (Maintenance);
20. Vire unused balance at the end of the year from budget code 6517 SE Cross (Maintenance) operational code to budget code 6593 SE EMF Cornish Cross (Maintenance);
21. Remove budget code 6517 SE Cross (Maintenance) operational code from the five-year plan;
22. Budget code 6593 SE Cross (Maintenance) be increased for the year 2025/2026 to £2,500.

38/24/25 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.

39/24/25 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.

None.

40/24/25 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

41/24/25 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

None.

DATE OF NEXT MEETING

To be confirmed.

Rising at: 8.07 pm

Signed: _____
Chairman

Dated: _____

Saltash Town Council -Services Property Maintenance 5 Year Plan - Major Works/Projects Only

Item	Budget Code	Actual Spent Prior Year	Budget 2024/25	Actual Spent YTD	Budget Left	Planned/Committed (Excluded from Budget Left)	Budget				Comments	
		2023/2024	2024/25	2024/25	2024/25	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029		
Guildhall - Major works	EMF											All major works completed in 17/18
External repairs and decorations	6470 GH EMF Guildhall Maintenance	£1,415.00	£78,888.00	£74,959.00	£3,929.00	£3,486.00	£1,908.55					6470 EMF Guildhall Maint. External repairs completed June/July 24. Contractor owed 2.5% retention £1,908.55 Committed costs - Repair & paint stairwell and paint 15no internal windows £3,486
External repairs and decorations	6470 GH EMF Guildhall Maintenance						£12,000.00	£12,000.00	£12,000.00	£12,000.00		Building wash 2 years £3,000. Re-paint 5 years £42,000 = Total £45,000
Internal guildhall decorations works	6470 GH EMF Guildhall Maintenance	£0.00	£0.00	£0.00	£0.00		£10,000.00	£10,000.00	£10,000.00	£10,000.00		Last completed June 2018. The Building internally is deteriorating in some areas requiring plastering works and decoration. Is this something that could be done in-house and how will the cost be covered?
Interior - Carpet renewal / replacement	6470 GH EMF Guildhall Maintenance						£1,500.00	£1,500.00	£1,500.00	£1,500.00		Completed 2013-2018, to be reviewed for 2025/26. (Upstairs office Aug 18 £1,245). Prioritise heavy traffic areas Carpet in corridor, Chamber and first floor landing - stretch or replace £6,000
Professional Fees for the above	6418 GH Professional Fees (RENAME 6418 EMF Legal & Professional Fees)	£600.00	£10,730.00	£9,185.00	£1,545.00		£0.00	£1,000.00	£0.00	£0.00		Budget 12% of project cost (no budget set for 2025/26, consider budget in future)
Passenger Lift (Insurance requirement to check every Six Months) Emergency EMF	6412 Lift Service & Maintenance (operational code not EMF)	£2,636.00	£3,632.00	£1,890.00	£1,742.00	£960.00	£3,897.00	£4,182.00	£4,487.00	£4,711.35		All works quoted to be signed off by insurers. (Otis monthly fee £223.68) . (Budget YoY +5%)
5 Yearly Electrical Inspection	6410 GH General Repairs & Maintenance - Guildhall (operational code not EMF)	£0.00	£0.00	£0.00	£0.00		£0.00	£1,000.00	£0.00	£0.00		Pyramid June 22 (Cert £650)
Guildhall - Major works	TOTAL	£4,651.00	£93,250.00	£86,034.00	£7,216.00	£4,446.00	£29,305.55	£29,682.00	£27,987.00	£28,211.35		
Maurice Huggins Room	EMF											
External & Internal repairs and decorations	6472 MA EMF Maurice Huggins Room	£0.00	£1,466.00	£0.00	£1,466.00		£1,000.00	£1,000.00	£1,000.00	£0.00		B/Fwd 2022/23 £214. Leasehold - Devolution Consider works to make rooms hireable
							£300.00					Gutters. Check gully for blockages and clear as necessary
							£300.00					Fascia's and Soffits. Thorough wash and paint
							£1,000.00	£1,000.00				Walls. Prepare and paint
							£150.00					Windows and Doors. Repair cladding board
Professional Fees for the above	7018 MA Professional Costs- (RENAME 7018 EMF Legal & Professional Fees)	£0.00	£607.00	£0.00	£607.00		£0.00	£0.00	£0.00	£0.00		Budget 12% of project cost
5 Yearly Electrical Inspection	7010 MA General Repairs & Maintenance (operational code not EMF)	£329.86	£1,607.00	£122.00	£1,485.00		£0.00	£0.00	£500.00	£0.00		TJ Electrical - Aug 23 (Cert. £200 and remedial work carried out £130)
Maurice Huggins Room	TOTAL	£329.86	£3,680.00	£122.00	£3,558.00	£0.00	£2,750.00	£1,000.00	£2,500.00	£0.00		
Longstone Park Depot	EMF											
External & Internal repairs and decorations	7170 EMF Longstone Depot Capital Works	£0.00	£3,500.00	£687.00	£2,813.00		£1,000.00	£1,000.00	£1,000.00	£0.00		Leased from Cornwall Council from 29-03-18 to 28-03-24. STC rent at £390 per month including insurance.
							£150.00					Roof coverings. Cut back vegetation from roof edge
							£100.00					Gutters and Downpipes. Repair downpipe
							£500.00	£500.00				Fascia's and Soffits. Paint timber fascia and barge boards
							£2,600.00	£2,600.00				External Walls. Prepare and paint

Item	Budget Code	Actual Spent Prior Year	Budget 2024/25	Actual Spent YTD	Budget Left	Planned/ Committed (Excluded from Budget Left)	Budget				Red text = Notes for considerations Blue text = Barron Surveying recommendations (subject to annual CPI % increase) Purple text = new/rename nominal code
		2023/2024	2024/25	2024/25	2024/25	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	Comments
Page 73	7170 EMF Longstone Depot Capital Works						£1,000.00				External Walls. Tap test render, if hollow, render replacement
	7170 EMF Longstone Depot Capital Works						£6,400.00				Internal. Upper office - repair dipping floor and damp
Professional Fees for the above (New Code)	NEW CODE 7122 EMF Legal & Professional Fees (Longstone)										Estimate 12% of project cost for professional fees
Garage Roller Shutter Door	7170 EMF Longstone Depot Capital Works						£3,000.00	£3,000.00	£0.00	£0.00	Safety works undertaken in Feb 2024 Potential need for a replacement door in 2026. Estimated cost £6,000 (budget accordingly) (Services committee 08/02/2024 Minute br 129/23/24 RECOMMEND replacement door)
5 Yearly Electrical Inspection	7110 LO General Repairs & Maintenance - Longstone (operational code not EMF)	£681.10				£0.00	£0.00	£0.00	£1,000.00	£0.00	TJ Electrical - Aug 23 (Cert. £300 and remedial work carried out to Office & Pump Shed £381)
Longstone Park Depot	TOTAL	£681.10	£3,500.00	£687.00	£2,813.00	£0.00	£14,750.00	£4,000.00	£5,100.00	£0.00	
Library	EMF										
Roof replacement and repair						£0.00	£0.00	£0.00	£0.00	£0.00	£54,760.40 spent on Roof replacement and repair in year 2019/20
Replace curtain walling and windows including Mezzanine Windows	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)	£74,859.00	£184,504.00	£59,887.00	£122,746.00	£14,972.00					Budget code 6971 = £264,752 (Original Total Amount) Includes £200,000 loan received 1st April 2022 . Annual repayment cost approx £25,000 (£20,000 + interest £4,477 YE 2024). Balance of loan at 4th April 2024 £150,976. Due to be repaid in full April 2032. Project for Horizon Home Improvements £149,718 (2023/24 £74,859 + 2024/25 £59,887 + 10% to pay £14,972).
Other Costs	6971 EMF Library Property Maintenance	£0.00		£1,871.00							Total Spent to 2022/23 £2,910.66 (including planning application fees, asbestos survey & heritage impact assessment) 2024/25 Zurich Insurance £1,433 & CC Building control £438
Professional Fees for the above	6918-LI Professional Fees (RENAME to 6918 EMF Legal & Professional Fees)	£6,900.00	£21,460.00	£0.00	£21,460.00	£11,500.00					Bailey Partnership Total Fee £200k x 11.5% = £23k. 2022/23 £8,050 2023/24 £6,900 and committed £8,050 Committed costs Bailey Partnership Building Regs approval £3,450 Library recommended virement unused balance at year-end to 6971 EMF Saltash Library Property Budget 12% of project cost
Additional staff toilet	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)	£0.00									This project on hold until further notice
Seating area / vending machine	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)	£0.00									This project on hold until further notice
Mechanical Extract Fan to Kitchen and Toilets	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)	£0.00									This project on hold until further notice
Public fully accessible toilet	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)	£0.00									This project on hold until further notice
External & Internal repairs and decorations	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)						£300.00				Drone camera survey to inspect condition of upper roof
	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)						£150.00				Replace broken brackets
	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)						£3,400.00	£1,200.00	£1,100.00	£1,100.00	Fascia's and Soffits. Thorough clean and remove moss to include cherry picker for access. 25/26 £3,400 & 28/29 £3,400
	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)						£250.00				External wall. Fill cracks

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		2023/2024	2024/25	2024/25	2024/25	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	Comments	
	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)						£1,000.00		£1,000.00		Windows and Doors. 6no metal or timber windows - prepare and paint	
	6971 EMF Saltash Library Property Refurbishment (includes Public Works Loan Board)							£1,500.00	£1,500.00		Internal. Piecemeal repairs to carpet tile areas	
5 Yearly Electrical Inspection	6910 LI General Repairs & Maintenance - Library (operational code not EMF)	£0.00				£0.00	£1,000.00	£0.00	£0.00	£0.00	Pyramid March 21 (Cert £460, no remedial work required)	
Library	TOTAL	£81,759.00	£205,964.00	£61,758.00	£144,206.00	£26,472.00	£6,100.00	£2,700.00	£3,600.00	£1,100.00		
Isambard House	EMF											
Station refurbishment	6473 EMF Station Building (Purchase and Capital Works)	£0.00	£57,745.00	£6,346.00	£51,399.00	£21,000.00	£0.00	£0.00	£0.00	£0.00	Refurb works completed March 2020 2024/25 actual spent includes Patio Tables & Chairs £590. Shelving & work benches £585. Fridge & Fridge-freezer £432, kitchen refurbishment Committed cost carpark £21,000 Remaining funds for works to for solar PV, meter install	
External & Internal repairs and decorations							£4,000.00	£4,000.00			Exterior. Prepare and paint render including chimney Total £8,000	
								£200.00				Exterior. Minor touch up of windows
Station retention fund held	6870 EMF Isambard House - Retention	£0.00	£18,492.00	£0.00	£18,492.00	£0.00	£0.00	£0.00	£0.00	£0.00	Available balance £18,492 (retention fund) Snags including crack across floors, stained chimney slates, and tarnished door furniture still to be addressed with Cormac.	
5 Yearly Electrical Inspection	6810 SA General Repairs & Maintenance - Isambard House (Operational code not EMF)	£300.00				£0.00	£0.00	£0.00	£500.00	£0.00	TJ Electrical - Aug 23 (Cert. £300)	
Isambard House	TOTAL	£300.00	£76,237.00	£6,346.00	£69,891.00	£21,000.00	£4,200.00	£4,000.00	£500.00	£0.00		
Public Toilets	EMF											
Waterside Redevelopment of toilet block to improve facilities	6580 SE EMF Public Toilets (Capital Works)	£230.99	£15,585.00	£482.00	£15,103.00	£450.00	£12,500.00				Property Maintenance 26.09.24 26/24/25 To RECOMMEND to the Services Committee to be held on 10 October to provide delegated authority to the Town Clerk to further engage with Network Rail to start the 99-year lease proceedings for the Waterside toilets and sheds; Quote £127,250 (to include planning applic/building regs fees, pre-demolition survey and building cost)	
Professional Fees for above	NEW CODE 6595 SE EMF Legal & Professional Fees (Grounds & Premises)							£1,800.00				Fees 15% of project cost (£120,250) = £18,000
Alexandra Square Redevelopment of toilet block to improve facilities	6580 SE EMF Public Toilets (Capital Works)	£105.99										Tenancy at Will. 99 years from 13-11-17 Cornwall Council. (Terms: external painting every 5 years and internally every 3 years)
Longstone Redevelopment of toilet block to improve facilities	6580 SE EMF Public Toilets (Capital Works)	£0.00										Leasehold 99 years from 01-02-2018 Cornwall Council.
Belle Vue Redevelopment of toilet block to improve facilities	6580 SE EMF Public Toilets (Capital Works)	£0.00										Leasehold 99 years from 01-02-2018 Cornwall Council.
Public Toilets	TOTAL	£336.98	£15,585.00	£482.00	£15,103.00	£450.00	£14,300.00	£0.00	£0.00	£0.00		
Waterside Sheds	EMF											
Redevelopment of Waterside Sheds 1 - 6	NEW CODE 6596 SWE EMF Waterside Sheds (Capital Works)										Quote £231,700 (to include planning applic/building regs fees, pre-demolition survey and building cost)	
Professional fees for above	6594 SE EMF Legal & Professional Fees (Town & Waterside)										Quote Fees 12% of project cost (£263,200) = £31,500	
Redevelopment of Single Shed over road between pillars	NEW CODE 6596 SE EMF Waterside Sheds (Capital Works)										Quote £32,900 (to include planning applic/building regs fees, pre-demolition survey and building cost)	
Professional fees for above	6594 SE EMF Legal & Professional Fees (Town & Waterside)										Quote Fees 12% of project cost (£29,400) = £3,550	
Waterside Sheds	TOTAL	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		
Heritage Building	EMF											

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		2023/2024	2024/25	2024/25	2024/25	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	Comments
External repairs and decorations as per lease agreement	6471 SE EMF Heritage Centre	£1,473.00	£7,416.00	£0.00	£7,416.00	£0.00	£1,000.00	£1,000.00	£1,000.00	£0.00	2023/24 Actual £1,473 replace guttering including scaffolding
External repairs and decorations as per lease agreement	6471 SE EMF Heritage Centre						£300.00				Roof. Camera drone survey to examine current conditions
External repairs and decorations as per lease agreement	6471 SE EMF Heritage Centre						£0.00	£7,000.00	£7,000.00	£6,000.00	Roof. Plan for replacement. Timescale to be reviewed after drone survey. Total estimate £20k
External repairs and decorations as per lease agreement	6471 SE EMF Heritage Centre						£7,500.00	£5,000.00	£5,000.00	£5,000.00	Exterior. Thorough preparation and decoration. Total estimate £30k
Professional fees for above	NEW CODE 6595 SE EMF Legal & Professional Fees (Grounds & Premises)										Estimate fees 12% of project cost
Heritage Building	TOTAL	£1,473.00	£7,416.00	£0.00	£7,416.00	£0.00	£8,800.00	£13,000.00	£13,000.00	£11,000.00	
Cemeteries	EMF										
Joint Burial Board - St Stephens	6170 BB EMF Repairs to Cemetery Wall	£15,763.00	£3,023.00	£0.00	£3,023.00	£0.00	£3,000.00	£3,000.00	£3,000.00	£0.00	Rebuilding stone wall £15,763 (May 23)
St Stephens Cemetery	TOTAL	£15,763.00	£3,023.00	£0.00	£3,023.00	£0.00	£3,000.00	£3,000.00	£3,000.00	£0.00	
Burial Authority - Churchtown	6070 BA EMF Churchtown Cemetery Capital Works	£2,279.00	£4,391.00	£-20.00	£4,411.00	£0.00	£1,500.00	£1,500.00	£1,500.00	£0.00	Actual spend £2,258 for fencing the compound area of the site
Churchtown Cemetery	TOTAL	£2,279.00	£4,391.00	£-20.00	£4,411.00	£0.00	£1,500.00	£1,500.00	£1,500.00	£0.00	
Outdoor Land and Fences	EMF										
Victoria Gardens	6588 SE EMF Victoria Gardens	£0.00	£15,000.00	£343.00	£14,657.00	£0.00	£0.00				Licence to Occupy from 17-04-23 to 17-09-23. Extended to 16-02-24. Awaiting 5 year lease from CC. £5,000 grant from CC towards the rail maintenance works. Quote Main park railings, repair to original £110,000. Top park, repair to original £13,500 or design new £26,500
Pillmere land - Open spaces & trees	6591 EMF SE Open Spaces & Trees	£0.00	£9,660.00	£0.00	£9,660.00	£0.00	£3,000.00	£3,000.00	£3,000.00	£0.00	Tree / Hedge / Pathway / Fencing maintenance works.
Playparks & Open Spaces	6571 SE EMF Saltash Recreation Areas	£11,531.00	£74,805.00	£1,762.00	£73,043.00	£20,000.00	£0.00	£25,000.00	£25,000.00	£0.00	Honeysuckle Close, Grassmere Way, Ashton Way (STC responsibility), Harebell Close, Campion Close. 2023/24 Actual cost includes Friends of Summerfields match funding £10k and grant £1k Honeysuckle Close/Grassmere Way completed playparks £94,955. CIL 3 funding approved £75k. Contribution from STC £20k
Outdoor Land and Fences	TOTAL	£ 11,531.00	£ 99,465.00	£ 2,105.00	£ 97,360.00	£ 20,000.00	£ 3,000.00	£ 28,000.00	£ 28,000.00	£ -	
Waterside Pontoon	EMF										
Pontoon Management	6584 SE EMF Pontoon Maintenance Cost	£6,024.00	£12,318.00	£2,410.00	£9,908.00	£0.00	£0.00	£10,000.00	£10,000.00	£0.00	Tenancy at Will with CC. Budgeted £10k for future years to cover possible pontoon maintenance at 10 year life span. Decking works complete March 2024. Connect with Chris Jones to better understand refurbishment cost of the Pontoon to allow budgeted cost to be reviewed.
Water supply to pontoon											Delete code
Waterside Pontoon	TOTAL	£6,024.00	£12,318.00	£2,410.00	£9,908.00	£0.00	£0.00	£10,000.00	£10,000.00	£0.00	
Cornish Cross	EMF										
Cornish Cross Management	6517 SE Cross (Maintenance) (Operational code not EMF)	£5,780.00	£3,545.00	£56.00	£3,489.00	£0.00	£3,804.00	£4,081.00	£4,379.00	£0.00	2023/24 Actual £5,780 includes torque load check £4,995. Electricity £270 & new colour changing flood light £494. Bar prestressing record last carried out 12.02.24. Next due Feb 2026 (2 years from last check) and then Feb 2031 (5 years from the 2 year check). Budget accordingly to cover cost
Cornish Cross Management	NEW CODE 6593 SE EMF Cornish Cross (Maintenance)						£2,500.00				New code for 2025/26 for future maintenance work (torque testing). Virement recommend from Services for unused budget from 6517 SE Cornish Cross (Maintenance) and then delete code from 5 year plan
Cornish Cross	TOTAL	£5,780.00	£3,545.00	£56.00	£3,489.00	£0.00	£6,304.00	£4,081.00	£4,379.00	£0.00	
GRAND TOTAL		£130,907.94	£528,374.00	£159,980.00	£368,394.00	£72,368.00	£94,009.55	£100,963.00	£99,566.00	£40,311.35	