

Public Document Pack

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Town Vision Sub Committee held at the Guildhall on Thursday 24th April 2025 at 6.30 pm

PRESENT: Councillors: R Bickford, R Bullock, S Gillies (Vice-Chairman), M Griffiths (Chairman) and J Peggs.

ALSO PRESENT: 1 Members of the Public.

APOLOGIES: D Yates.

1/25/26 HEALTH AND SAFETY ANNOUNCEMENTS.

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

2/25/26 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.

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

None.

3/25/26 PUBLIC QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF THE TOWN COUNCIL.

None received.

4/25/26 TO RECEIVE AND APPROVE THE MINUTES OF THE TOWN VISION SUB COMMITTEE HELD ON 23 JANUARY 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 Griffiths, seconded by Councillor Gillies and **RESOLVED** that the minutes of the Town Centre Vision Sub Committee held on 23 January 2025 were confirmed as a true and correct record.

5/25/26 TO RECEIVE AND NOTE AN UPDATE ON THE TOWN VISION BUDGET RECOMMENDATION TO THE SERVICES COMMITTEE.

It was **RESOLVED** to note.

6/25/26 TO RECEIVE THE TOWN VISION BUDGET STATEMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

It was **RESOLVED** to note.

7/25/26 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.

Nothing to report.

TO RECEIVE THE TOWN COUNCIL BUSINESS PLAN DELIVERABLES FOR QUARTER FOUR AND CONSIDER ANY ACTIONS OR ASSOCIATED EXPENDITURE.

The Town Clerk gave a verbal overview of the report and deliverables to date contained and circulated in the reports pack.

It was proposed by Councillor Griffith, seconded by Councillor Gillies and **RESOLVED:**

1. To note the Town Clerk's scores for quarter four and that Members are encouraged by the significant progress made across the committees, sub committees and staff team to achieve the business plan priorities;
2. To note there are no amendments to the Services, Policy and Finance and Personnel Committee deliverables nor the Station Property and Library Sub Committees deliverables;
3. To **RECOMMEND** to Property Maintenance to:
 - a. Review Strategic Priority 4 to ensure it fits within the remit of the Sub Committee and how they see the 'Aim' being met;
4. To **RECOMMEND** to Planning and Licensing to:
 - a. Add under Strategic Priority 3 'Actions' – Release of social housing at Treledan to support local housing needs (criteria – local connection);
 - b. Add under Strategic Priority 5 'Actions' – STC challenge the Treledan developers to ensure climate change was considered (solar panels, flooding, heat pumps, electric charging points);
 - c. Add under Strategic Priority 6 'Actions' – STC ensured the new Treledan development had open spaces, allotments and play parks;
5. To note the Devolution Sub Committee deliverables are dormant at present and to recognise that a Devolution Strategy needs to be devised and implemented. This is a significant piece of work which will require Councillors concerted time and input, supported by the Town Clerk;
6. To approve quarter four deliverables (as attached) to be displayed on the Town Council website for transparency;
7. To approve that there are to be no adjustments to the delivery of the business plan as the Town Council moves into year two of the three-year plan.

9/25/26 **TO RECEIVE THE RESULTS OF THE TRIAL IMPACT ASSESSMENTS ON TOWN COUNCIL PROJECTS AND CONSIDER ANY ACTIONS.**

It was proposed by Councillor Griffiths, seconded by Councillor Gillies and resolved to **RECOMMEND** to Full Council to approve and adopt the Climate Strategy Project Impact Assessment. This is for Town Council officers to complete for substantial Town Council projects to ensure the impact to the climate is positive (as attached).

10/25/26 **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.

11/25/26 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

12/25/26 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

13/25/26 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

It was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED** to issue a press and social media release on the progress of the Town Council Business Plan, highlighting notable achievements in its first year.

DATE OF NEXT MEETING

To be confirmed

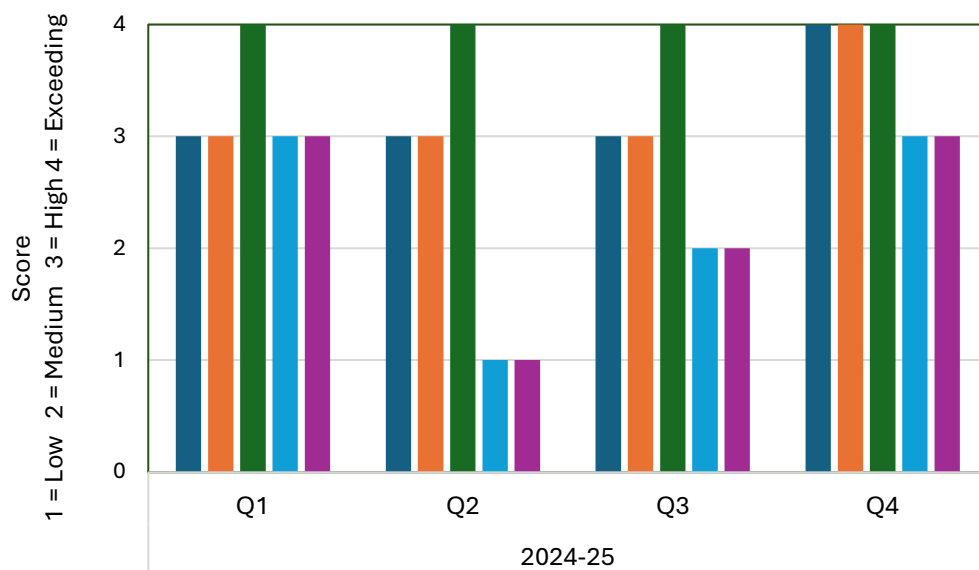
Rising at: 20:30

Signed: _____
Chairman

Dated: _____

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Personnel Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To continue to be a good employer and invest in officer growth by supporting relevant professional development	Training and professional development to match the role undertaken In-house mentoring Career progression Fair salary grade	Provide access to courses and certifications suitable for the positions Establish promotion / career progression plans Continue to be a member of the National Joint Committee (NJC) for Government Services Employee recognition awards for work completed above and beyond the role by setting a robust policy Regular performance reviews and feedback sessions to keep employees focused and motivated using their strengths and understanding areas for improvement Continue to appoint a HR Consultant for employees and the employer to access support/advice as required Reviews of Job Specification - Personnel held on 27.02.25 minute nr 80/24/25 Continued professional development for all staff by providing access to relevant training sessions Annual Performance Reviews - Personnel held on 27.02.25 minute nr 86/24/25	3	3	3	3	4
		Real Living Wage Employer	Be an accredited Living Wage Employer	Continue to enroll as a Living Wage Employer committing to tackle low pay by paying the real Living Wage to employees Promote the Living Wage scheme when recruiting new posts Committed to tackle low pay by encouraging organisations that work for the Town Council to pay the real Living Wage	3	3	3	3	4
		Local Government Pension Scheme	To be part of the LGPS	Continue to be part of the LGPS to help employees to build a pension pot that will provide enough income to meet basic everyday needs in retirement years Promote the LGPS when recruiting new posts	4	4	4	4	4
		Operate in accordance with our Civility and Respect Pledge	Town Council to sign the annual Civility and Respect Pledge	Reminders to all employees (staff team meetings) and Town Council members of the pledge taken (Full Council meeting) The pledge to be ethos of the work environment and incorporated into the core values of each department Incorporated into employee performance reviews The Town Vision Sub Committee recognised the importance of the Civility and Respect Pledge, for Officers and Town Councillors, and because of the importance of this pledge it is RECOMMENDED under Strategic Priority 1 of the Personnel Committee deliverables, to revisit the Civility and Respect Pledge at the Full Town Council meeting to be held on 6 February 2025 and quarterly going forward. Full Council held on 6 February RESOLVED to: to reaffirm Saltash Town Council's commitment to the Civility and Respect Pledge and to revisit the pledge on a quarterly basis at Full Town Council meetings. Performance reviews evaluated staff's commitment to upholding Civility and Respect.	2	3	1	2	3
		Provide a Protocol to advise Officers and Members of the appropriate working relations with one another	Create, adopt and adhere to the protocol	Create a Town Council Protocol for Member Officer Relations and review regularly recommending to Full Council Line managers to refresh employees at regular staff team meetings. Team meetings to review and understand the importance of the civility and respect pledge Internal management meeting to review and understand the importance of the civility and respect pledge	2	3	1	2	3

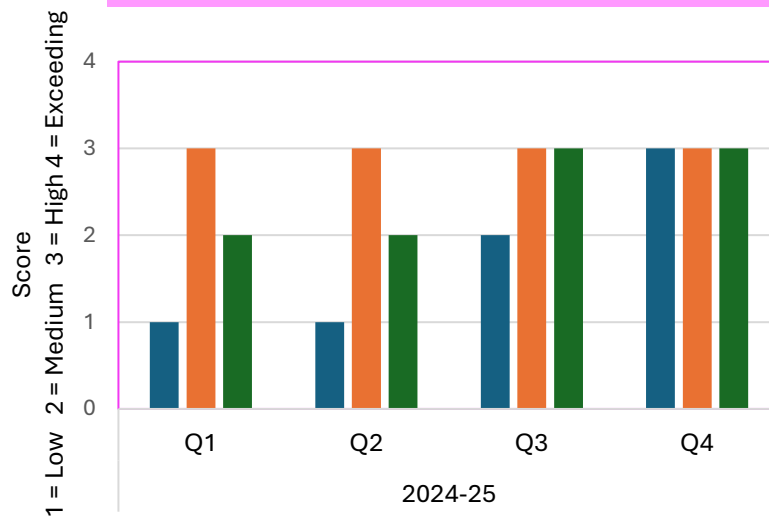
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Personnel Committee



- To continue to be a good employer and invest in officer growth by supporting relevant professional development
- Real Living Wage Employer
- Local Government Pension Scheme
- Operate in accordance with our Civility and Respect Pledge
- Provide a Protocol to advise Officers and Members of the appropriate working relations with one another

Strategic Priority 2 - Health and Wellbeing		Aims of the Personnel Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	Provide excellent welfare facilities	Health and wellness initiatives Excellent work-life balance Provide a safe and healthy work environment	Improve Guildhall restrooms and changing facilities where feasible Dedicated employee toilet at Saltash Library Continue to provide excellent welfare facilities to service delivery employees Implement a flexible approach to working patterns to provide employees an improved work-life balance Provide health care insurance that covers medical, dental and vision care Continue to appoint a HR Consultant for employees/employer to access support/advice as required Recognition of improved facilities required at Guildhall - Personnel held on 27.02.25 minute nr. 72/24/25 Flexible working implemented for admin and finance and is being enjoyed by those who wish to utilise it, quoted as 'offering a better work life balance'	1	1	1	2	3
		Provide occupational health assessments as required to support staff at work	Various appointments as required Mental health support Associated cost to be covered by the Town Council	Appoint an occupational health consultant (medical and H&S) as required Line managers to provide employee's one-to-one support as required Continue to appoint a HR Consultant for employees/employer to access support/advice if required	3	3	3	3	3
		Robust risk assessments and health surveillance checks available to appropriate officers to protect them at work	Robust risk assessments Health surveillance checks if required Mental health support	Line managers to review annually departmental Town Council risk assessments Appoint an occupational health consultant as required Appoint annually a health surveillance company to help protect employees from health risks at work Line managers to be trained mental health first aider to support their team Provision for flu and covid vaccines to all staff	3	2	2	3	3

Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Personnel Committee



■ Provide excellent welfare facilities

■ Provide occupational health assessments as required to support staff at work

■ Robust risk assessments and health surveillance checks available to appropriate officers to protect them at work

Strategic Priority 3 - Housing		Aims of the Personnel Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Personnel Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the committee

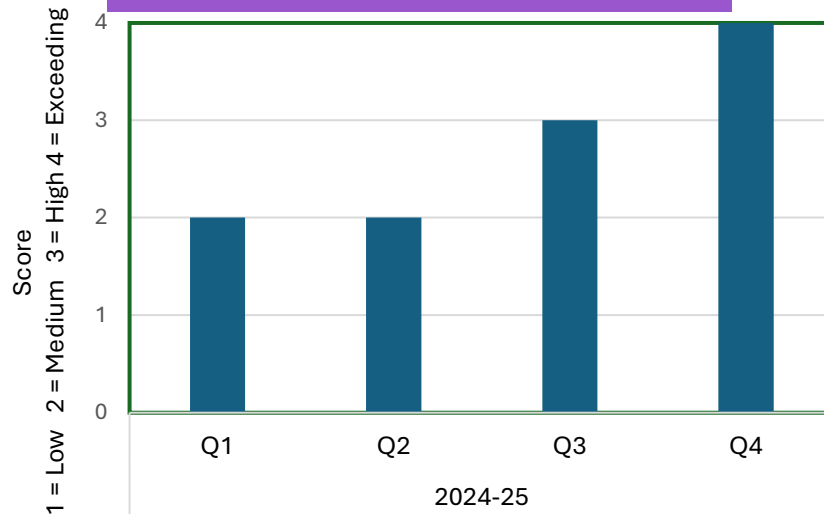
Strategic Priority 4 - Travel and Transport		Aims of the Personnel Committee
	To work with key stakeholders to support access to affordable, accessible and sustainable transport in Saltash and the rural and urban areas, and promote walking and cycling.	The Personnel Committee recognised strategic priority 4 - Travel and Transport did not fit within the remit (Terms of Reference) of the committee

Strategic Priority 5 - Climate Emergency		Aims of the Personnel Committee
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	The Personnel Committee recognised strategic priority 5 - Climate Change did not fit within the remit (Terms of Reference) of the committee

Strategic Priority 6 - Recreation and Leisure		Aims of the Personnel Committee
	To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	The Personnel Committee recognised strategic priority 6 - Recreation and Leisure did not fit within the remit (Terms of Reference) of the committee

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
Page 97 	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To ensure in review of planning and licensing applications and considerations, economic opportunities and impacts are examined appropriately	Planning and Licensing applications	Research Planning and Licensing applications and ensure all documentation is understood prior to consideration of the application	4	2	2	3	4
			Working in partnership with Cornwall Council to reach the right outcome for Saltash Training Awareness of economic opportunities National and Cornwall Local Plan Policy	Work within Planning Material consent Building good working relationships with Cornwall Council to achieve what Saltash deserves Councillors and staff to attend planning and licensing training when offered by Cornwall Council Refer to the National and Cornwall Local Plan Policy Approved planning application PA24/04937 Latchbrook Parkway Estate - Proposed wildlife pond with associated re-contouring works and landscape enhancements Approved planning application PA24/05152 New waterless toilets, showers and raised timber seating area installed for use with the permitted development for a 60 day temporary campsite (already permitted). The proposal is for the amenity structures to remain situated beyond the 60 days Approved planning application PA24/09169 Change of use of car sales showroom and workshop to retail and storage/distribution depot A working group was established to address Cornwall Council's Call for Sites, incorporating the Planning Committee's deliverables into their considerations. Considered response to Cornwall Council's Planning Policy Consultation - P&L held on 18.02.25 Minute nr. 124/24/25					

Business Plan
Strategic Priority 1 - Boosting Jobs and
Economic Prosperity
Aims of the Planning and Licensing
Committee

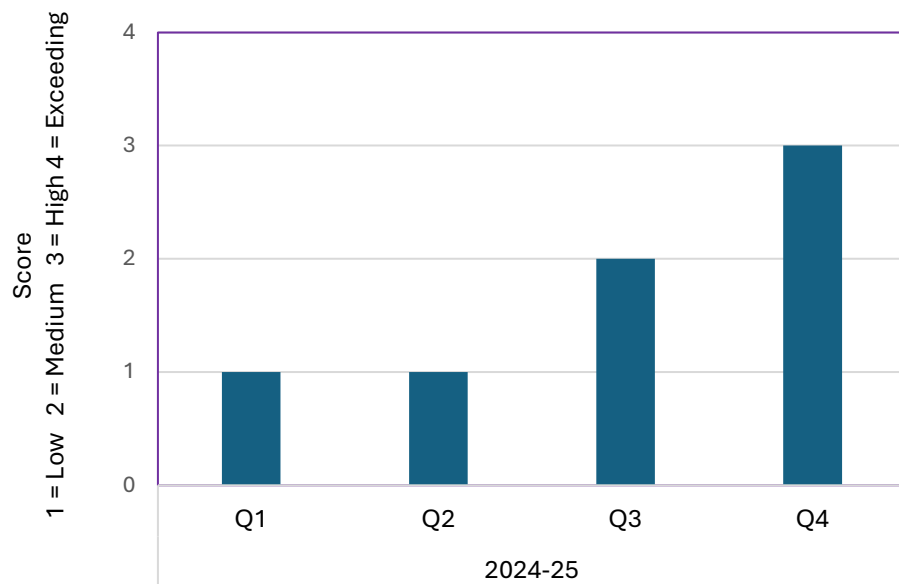


■ To ensure in review of planning and licensing applications and considerations, economic opportunities and impacts are examined appropriately

Page 00

Strategic Priority 2 - Health and Wellbeing		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25				
						Q1	Q2	Q3	Q4	
		To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	To ensure appropriate support or recommendations are given to applications or projects that support health care development or change of use to a health care setting in Saltash	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy	Consideration as a Consultee to Planning applications that could impact the health care setting in Saltash Work in partnership with Saltash Health Care Action Group and seek advice as required Seek the advice of Cornwall Council as required Refer to the Saltash Neighbourhood Development Plan for guidance on health care provision in Saltash Refer to the National and Cornwall Local Plan Policy Approved planning application PA24 / 06184 - Application for a Lawful Development Certificate for an existing use as Planning Use E(e): Commercial, Business and Service (Provision of Medical or Health Services) Refusal of PA24/08269 Berry Park, modification of planning obligation to remove the obligation to construct the footbridge support alongside the obligation to construct a shared pedestrian cycle path to connect the footbridge to a public highway. The application not meeting the requirement in the SNP Section 15.3. Health and safety concerns relating to the ongoing use of the route by residents accessing retail outlets and play parks (STC recognises this action meets additional strategic priority 1 & 6) A working group was established to address Cornwall Council's Call for Sites, incorporating the Planning Committee's deliverables into their considerations (we recognise this action also meets strategic priority 1)	3	1	1	2	3

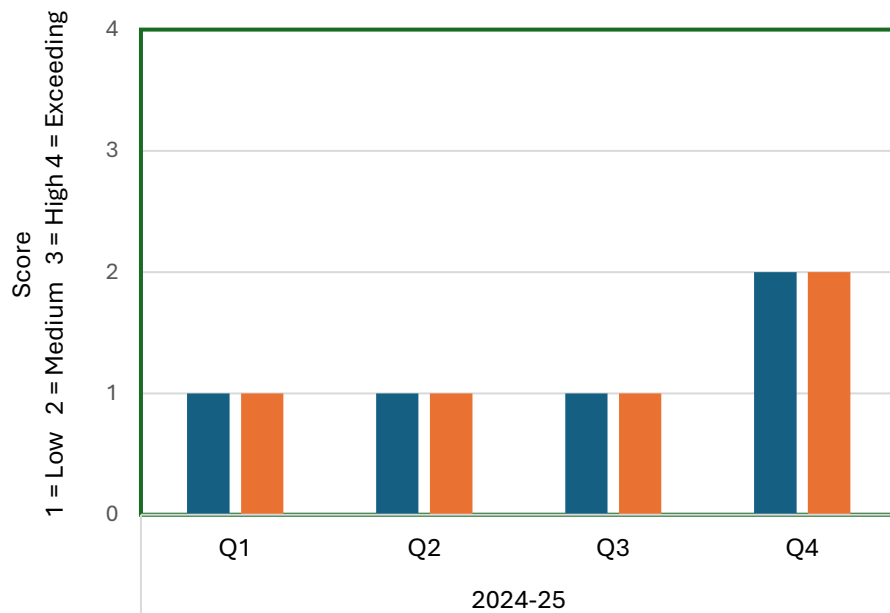
Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Planning and Licensing Committee



- To ensure appropriate support or recommendations are given to applications or projects that support health care development or change of use to a health care setting in Saltash

Strategic Priority 3 - Housing		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	To support projects that deliver affordable and sustainable housing whilst meeting a variety of user needs in keeping with policy	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy Create and support sustainable neighbourhoods	Consideration as a Consultee to Planning applications that delivers affordable and sustainable housing whilst meeting a variety of user needs Seek the advice of Cornwall Council as required Refer to the Saltash Neighbourhood Development Plan for guidance on a balanced range of quality new/affordable housing and sustainable neighbourhoods Refer to the National and Cornwall Local Plan Policy A working group was established to address Cornwall Council's Call for Sites, incorporating the Planning Committee's deliverables into their considerations (we recognise this action also meets strategic priority 1 and 2)	2	1	1	1	2
		To ensure the availability of all housing types are considered inclusive of rental and affordable housing to improve access to housing for all in Saltash	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy Create and support sustainable neighbourhoods	Consideration as a Consultee to Planning applications that provide all types of housing in Saltash Seek the advice of Cornwall Council as required Refer to the Saltash Neighbourhood Development Plan for guidance on a balanced range of quality new/affordable housing Refer to the National and Cornwall Local Plan Policy Considered response to Cornwall Council's Planning Policy Consultation - P&L held on 18.02.25 Minute nr. 124/24/25 A working group was established to address Cornwall Council's Call for Sites, incorporating the Planning Committee's deliverables into their considerations (we recognise this action also meets strategic priority 1 and 2)	2	1	1	1	2

Business Plan
Strategic Priority 3 - Housing
Aims of the Planning and Licensing Committee



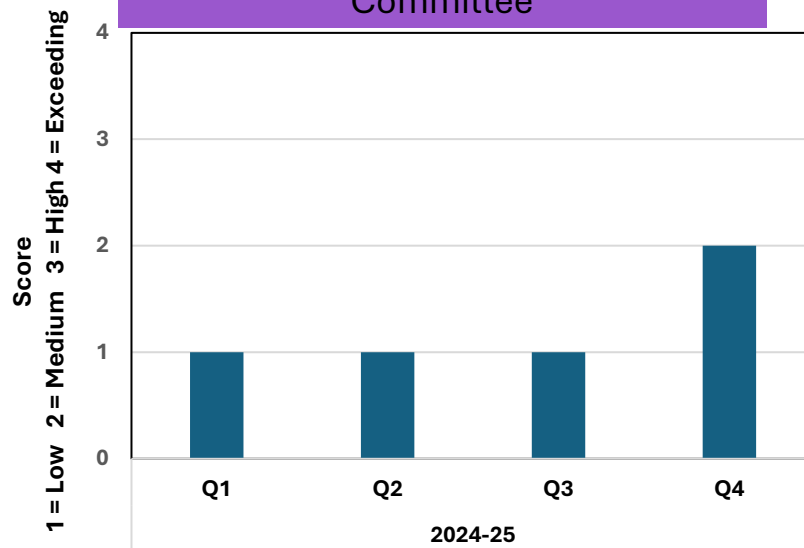
- To support projects that deliver affordable and sustainable housing whilst meeting a variety of user needs in keeping with policy

- To ensure the availability of all housing types are considered inclusive of rental and affordable housing to improve access to housing for all in Saltash

Strategic Priority 4 - Travel and Transport		Aims of the Planning and Licensing Committee
	To work 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 Planning and Licensing Committee recognised strategic priority 4 - Travel and Transport did not fit within the remit (Terms of Reference) of the committee

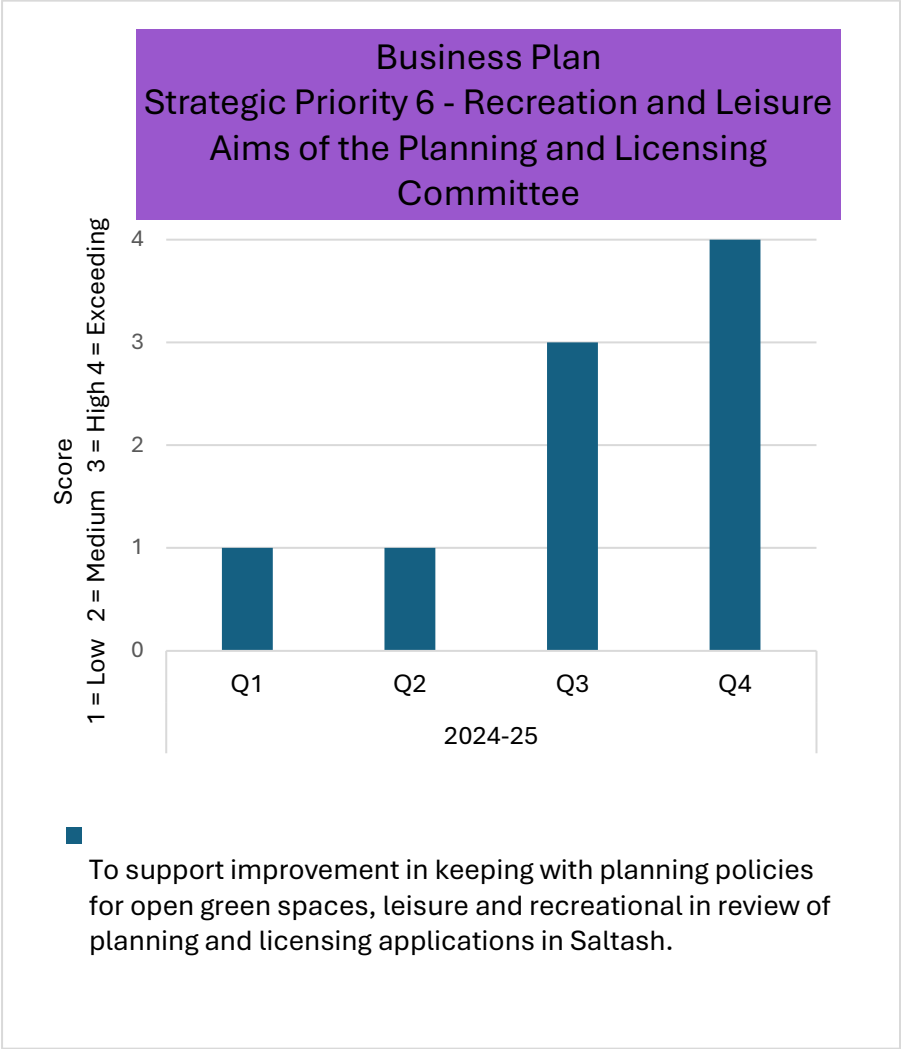
Strategic Priority 5 - Climate Emergency		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To continue to acknowledge a climate emergency and considerations given to planning and licensing applications to ensure developments are sustainable and meeting future climate demands	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan Saltash Coastal Communities Team National and Cornwall Local Plan Policy Climate and Ecological Emergency	Consideration as a Consultee to Planning applications to ensure developments are sustainable and meeting future climate demands Seek the advice of Cornwall Council as required Refer to the Saltash Neighbourhood Development Plan for guidance on climate change Refer to the National and Cornwall Local Plan Policy Refer to the Saltash Coastal Communities Team for advice as required Consider climate and ecological implications wherever relevant and try to lead by example	2	1	1	1	2
				Consideration was given to the Draft Cornwall Housing Decarbonisation Strategy received from Cornwall Council, Members noted and issued a press release to advise of the public consultation Considered response to Cornwall Council's Planning Policy Consultation - P&L held on 18.02.25 Minute nr. 124/24/25					

Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Planning and Licensing
Committee



- To continue to acknowledge a climate emergency and considerations given to planning and licensing applications to ensure developments are sustainable and meeting future climate demands

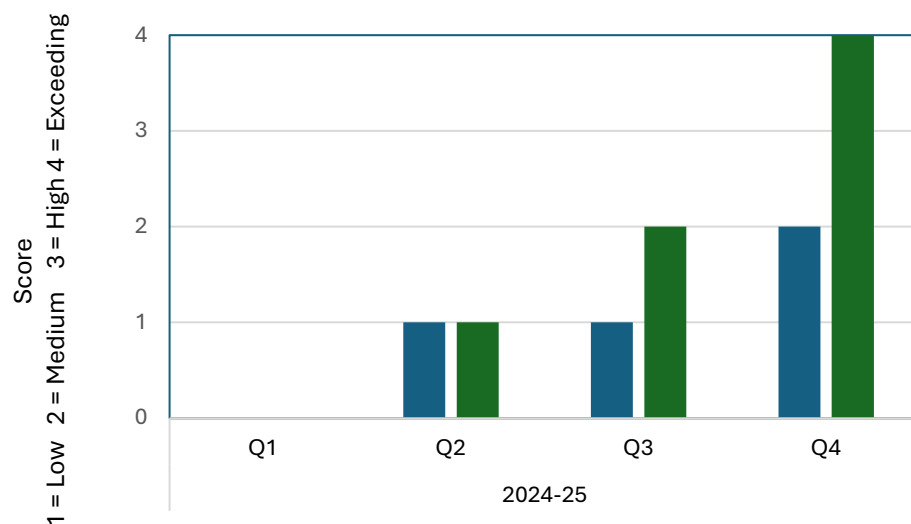
Strategic Priority 6 - Recreation and Leisure		Aims of the Planning and Licensing Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25				
						Q1	Q2	Q3	Q4	
Page 106		To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	To support improvement in keeping with planning policies for open green spaces, leisure and recreational in review of planning and licensing applications in Saltash.	Being actively involved in the decision making process Partnership working Saltash Neighbourhood Development Plan National and Cornwall Local Plan Policy Cornwall Council Saltash Lesiure Centre Working Group	Consideration as a Consultee to Planning applications to meet the growing demand for recreation and lesiure in Saltash	4	1	1	3	4
					Refer to the Saltash Neighbourhood Development Plan for guidance on additional sport, recreation and lesiure facilities					
					Refer to the National and Cornwall Local Plan Policy					
					Seek the advice of Cornwall Council as required					
					Seek the advice of Saltash Lesiure Centre Working Group who have experience in lesiure services as required					
					PA24/07191 Saltash Lesiure Centre installation of permanant shipping container for storage, minor amendments to the west elevation and associated works.					
					Refusal of PA24/08269 Berry Park, modification of planning obligation to remove the obligation to construct the footbridge support alongside the obligation to construct a shared pedestrian cycle path to connect the footbridge to a public highway. The application not meeting the requirement in the SNP Section 15.3. Health and safety concerns relating to the ongoing use of the route by residents accessing retail outlets and play parks (STC recognises this action meets additional strategic priority 1 & 6)					
					Considered response to Cornwall Council's Planning Policy Consultation - P&L held on 18.02.25 Minute nr. 124/24/25					



Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To maintain a formal agreement between the Town Twinning to build and maintain a friendship and promote international understanding.	Work together with the twinned Plougastel community on projects and activities. Host a regular town twinning festival or celebration, alternating between the two towns, to celebrate the partnership. This could include cultural performances, food, and art from each town.	Create a Town Twinning agreement to ensure it reflects current objectives, values and commitments to Plougastel. Early stages of partnership working has commenced to achieve a meaningful agreement Promote and celebrate the Town Council's sustained friendship and collaboration with the Plougastel. Work in partnership with the Twinning Association as appropriate	1	N/A	1	1	2
		To support the enhancement of community engagement by providing grants and funding for local events, community initiatives and programs.	Supporting events, programs and initiatives that enhance the towns attractiveness and economic activity. Improved community cohesion that fosters local talent and promotes diversity	Community and Festival Grants awarded to Saltash Community Shed, Saltash United Football Club, Saltash Christmas Festival, Saltash Music, Speech and Drama Festival, Girlguiding Saltash Approved virement of £1,000 to support future Festival Fund applications until year-end Development and Engagement Manager connected with Saltash churches, PL12 and Heritage to assist with external funding opportunities relevant to their services Community and Festival Grants awarded to, Saltash United Juniors, Sue Hooper Charitable Foundation, Tamar Trotters, Saltash Floral Art Club, Saltash Regatta, Saltash May Fair Development and Engagement Manager connected with Sue Hooper Charitable Foundation, GWR, CLUP and CIF to assist with potential funding opportunities Appointment of Photogrpaher to capture all Town Council assets to assist with promoting Saltash in various ways	2	N/A	1	2	4

Business Plan

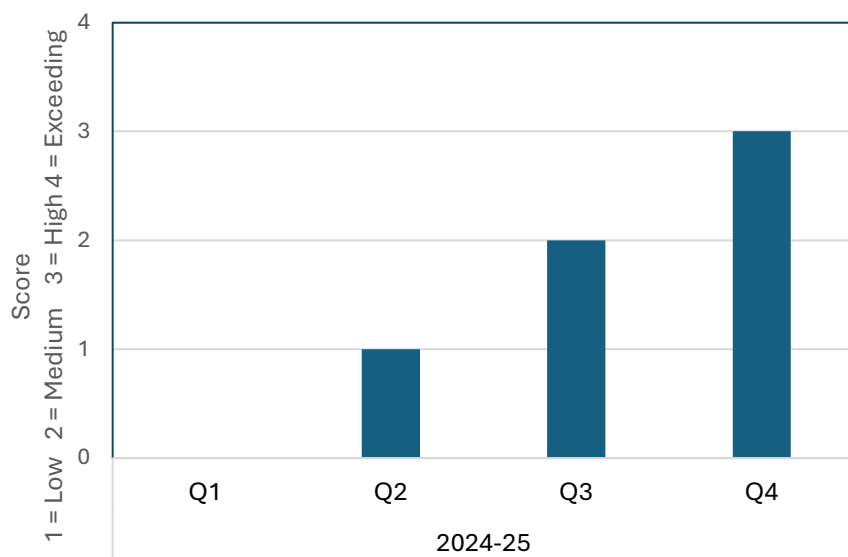
Strategic Priority 1 - Boosting Jobs and Economic Prosperity



- To maintain a formal agreement between the Town Twinning to build and maintain a friendship and promote international understanding.
- To support the enhancement of community engagement by providing grants and funding for local events, community initiatives and programs.

Strategic Priority 2 - Health and Wellbeing		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	To continue supporting professional youth work and to foster collaboration among youth organisations through effective partnership working	Continue to provide grants and funding opportunities	Presentation received from The Core outlining the service provided to the youth in Saltash	2	N/A	1	2	3
			Establish a platform and network for youth organisations to collaborate, share ideas and pool resources	Continue to support the Delivery of Professional Youth Work in Saltash for the year 2024-25, setting a budget of £59,069 through a tender process					
			Facilitate regular meetings or forums where organisations can discuss common challenges and opportunities for partnership	Continue to support Saltash Youth Network for the year 2024-25, setting a budget of £4,726. To note; a formal agreement is to be considered to improve the process in the coming years. Early stages of partnership working has commenced to achieve a meaningful agreement for both parties					
			Promote awareness for youth work by raising awareness of its benefits						
			Share success stories from projects to demonstrate the impact and value of professional youth work	Livewire and The Core attended FTC to give a presentation on funding received and services provided in Saltash					
				Development and Engagement Manager engaged with Livewire and The Core to understand services and share funding opportunities relevant to their remit					
				Professional Youth Work Tender 2025-2026 advertised with an increase of £1,773 from the Town Council					
				Continued free use of Town Council properties for Livewire					

Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Policy and Finance Committee



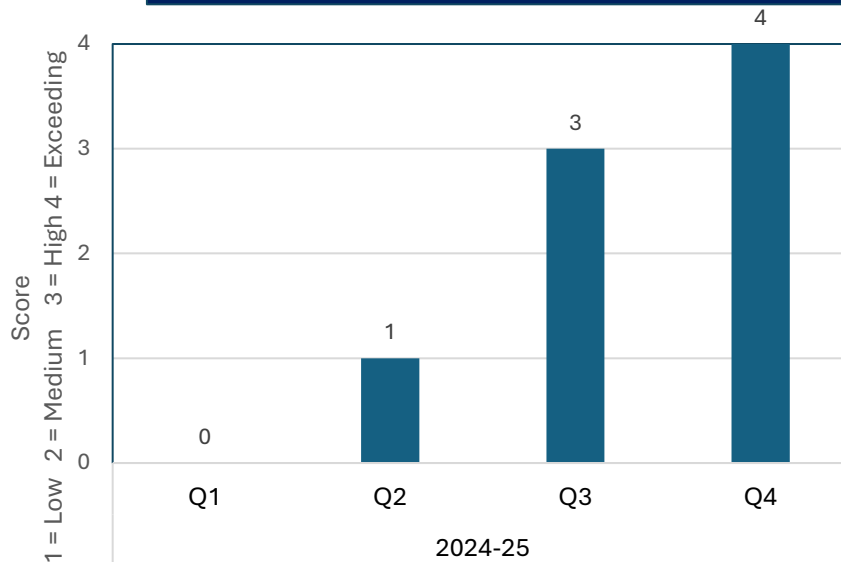
- To continue supporting professional youth work and to foster collaboration among youth organisations through effective partnership working

Strategic Priority 3 - Housing		Aims of the Policy and Finance Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Policy and Finance Committee recongise Strategic Priority 3 - Housing did not fit within the remit (Terms of Reference) of the Committee.

Strategic Priority 4 - Travel and Transport		Aims of the Policy and Finance Committee
	To work 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 Policy and Finance Committee recongise Strategic Priority 4 - Travel and Transport did not fit within the remit (Terms of Reference) of the Committee.

Strategic Priority 5 - Climate Emergency		Aims of the Policy and Finance Committee		What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
							Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To embed sustainability and climate conscious principles into financial and policy decisions		Support and encourage community projects, infrastructure developments and public services ensuring they align with environmental best practices where possible. Commit to integrating climate change action into the Town Council policies.	Town Council environmental policies include climate change where it doesn't disable the Town Council from fulfilling its responsibilities Town Vision recognises that Saltash Town Council embeds climate change in its decision making across all committees Appointed a recycling company to collect and dispose of Town Council electrical equipment in an environmental way - P&F held on 11.03.25 minute nr. 162/24/25 Preserved the Civic Regalia by appointment of a professional contractor to clean, polish and provide quotes for repair - P&F held on 14.01.25 minute nr. 128/24/25	1	N/A	1	3	4

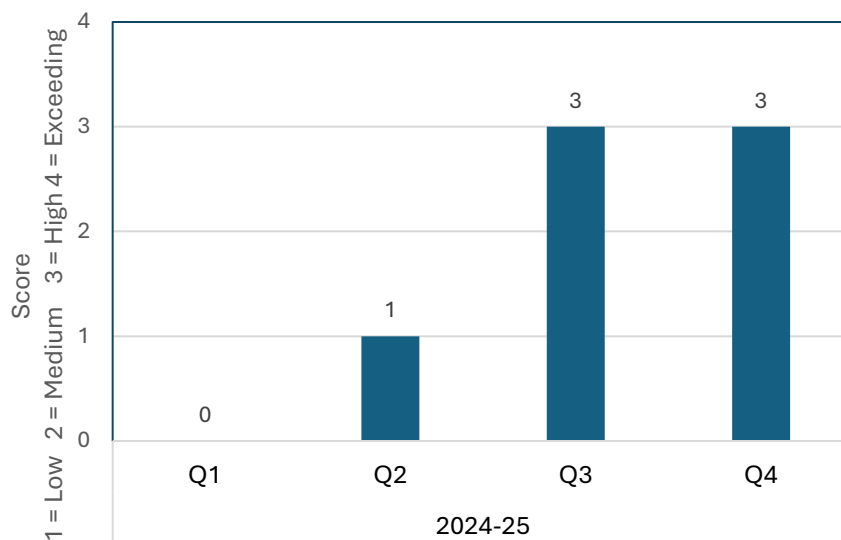
Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Policy and Finance Committee



■ To embed sustainability and climate conscious principles into financial and policy decisions

Strategic Priority 6 - Recreation and Leisure		Aims of the Policy and Finance Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	Establish, review and promote match funding policies to enhance, develop and support playparks, open green spaces and recreational areas and activities	Match Funding for Play Park policy to encourage community groups to volunteer to improve the towns provision Promote the Match Funding for Play Park policy on Town Council social media channels and leaflets Partnership working with key stakeholders to support projects in the town where applicable to Policy and Finance remit	Match funding awarded (£10k) to Summerfield Play Park Promotion of the policy via social media channels and leaflets Working in partnership with Pillmere Association to keep the area play parks in good condition tackling anti-social behaviour	1	N/A	1	3	3

Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Policy and Finance Committee



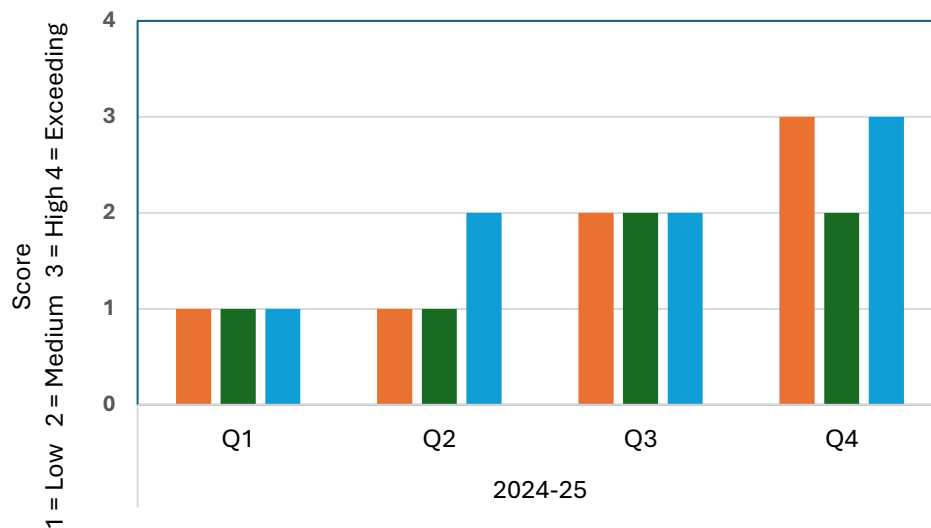
■ Establish, review and promote match funding policies to enhance, develop and support playparks, open green spaces and recreational areas and activities



Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	Continue to work with key stakeholders in the devolution of asset process with an increase of Town Council staffing levels, if required;	To work in partnership with Cornwall Council to improve the Waterside area To devolve Victoria Gardens and Maurice Huggins Room to the Town Council Secure Service Level Agreements with key stakeholders to make the town more attractive and welcoming, whilst continuing to build and maintain positive working relationships	Start the devolution process of Victoria Gardens and Maurice Huggins Room Sign Leases with Cornwall Council Sign Service Level Agreements with outside organisations and undertake additional duties required Personnel Committee to consider additional staffing resources as instructed by the Town Clerk as required Partnership working with Cornwall Council by email authorisation to undertake weed and vegetation management on Jubilee and Waterside Greens and the pathway inbetween both sites Positive early engagement with Network Rail (land owners) of the Waterside toilets and 8 sheds within the same area, to progress a 99-year Lease to the Town Council to improve the buildings/services to the community Due to the closure of Saltash Adult Ed, partnership working with CC took place to try and save the service, by attendance at meetings, writing letters, liaising with Cornwall Cllrs and stakeholders to retain the training provider in the town (STC recognises this action also meets strategic priority 2) Approved planting of a Quercus Petraea Oak at Victoria Gardens working in partnership with Cornwall Council (STC recognises this action also meets strategic priority 5) Continued discussions regarding Jubilee Green and sea defence wall to deliver the CIL Fourth Round Funding - Services held 13.04.25 minute nr. 111/24/25 Devolution Package inclusive of Victoria Gardens and MHR being explored with CC - FTC held 6.02.25 minute nr 336/24/25 Partnered with Saltash Bowls Club to separate the water supply to allow both parties more control over their usage/billing and reducing Town Council administration time	3	1	1	2	3
		Improve facilities and quality of life by continuing to maintain our public conveniences and to invest in accessible public conveniences	All Town Council public conveniences to be accessible Improvements to all Town Council public conveniences Dementia friendly Saltash Neighbourhood Development Plan	Property Maintenance Sub Committee to investigate public convenience improvements and associated cost to form part of the five-year maintenance plan Property permissions to be ascertained if required Refer to the Saltash Neighbourhood Development Plan for guidance on the need for public conveniences Construction designs to be investigated by the Town Council Building Surveyor Funding to be explored to support all or some of the associated cost Public consultations to be held to seek evidence of need in the community To install dementia friendly signage to all Town Council public conveniences Partnership working to support PL12 community Dementia training by providing free facilities and sale of tickets via Eventbrite Reinvesting in 2025/26 public conveniences cleaning contract to keep the service available and to a high standard Engagement with Network Rail for a 99-Year Lease to assist the Town Council towards improved toilets including fully accessible and baby changing facilities Improved public conveniences at the Waterside - painting, new sink/dryer, door locks, cleaning, and artwork to brighten the space Re-opening of Longstone Park toilets during the Winter months in line with the rest of the Town Council public conveniences	2	1	1	2	2
		Continue to promote Saltash as a vibrant and welcoming visitor destination by reinvesting and working in partnership with key stakeholders in key areas such as Victoria Gardens, the Town Centre, and future Waterside projects.	Increase visitor numbers and enhanced visitor experiences Improve community engagement marketing and promotion Infrastructure improvements Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on a vibrant and healthy community Build relationships with community organisations and businesses via community engagement Encourage Saltash Town Team to progress with a Town Centre accessibility audit and Cornwall Council street audit to better improve our town Expand on the floral display in Saltash by planting a wider selection of evergreens together with colourful plants across all Town Council land/property and increase open green spaces where possible Quarterly Town Council premises washdown of surfaces to keep the exterior of the building looking presentable at all times Application of algacide to Town Council premises to keep maintenance cost to a minimal Enhance the Town Council's Christmas lights providing a spectacular display Promote the town in 'It's Your Neighbourhood' and 'Britain in Bloom' competitions to encourage residents and businesses to partake and support each other					

			Utilise the Town Council's website and social media to promote the work of the Service Delivery Department Procurement of two large Chirstmas Trees for Victoria Gardens and Waterside with new Christmas Flags to enhance the display in the town Submission of, Community Infrasture Levy (CIL) fourth round - Saltash Waterside Improvement Project for a sensory garden and play park (results Nov 2024) Plymouth Boat Trips free landing charges on Jubilee Pontoon for the season 2025 (1 April to 30 September, extending the service to weekends in October and a full service in the half term week) Woking in Partnership with Town Team by supporting their Open Green Community Space funded project (improved wayfinding, markets, greening) to improve the welcoming visitor destination in Fore Street Working in Partnership with Town Team to utilise the Waitrose s106 balance to provide leaflets promoting the town to outside areas, QR code linking to the Town Council website via other visitor sites Investment and improvement of Town Council Christmas Lights, replacement of festoon lighting Budgeting 2025-26, further improved Christmas lighting making the town a welcoming visitor destination during that period Budgeting 2025-26 for improved wayfinding and information boards to connect the town Approval to work in partnership with Anthony Estates for a Licence for shared use of the car park at Churchtown Cemetery The Mayor opened a local business Encore at their new premise in Saltash The Mayor switched on the Christmas lights in partnership with the Chamber of Commerce Town Council's Christmas lights - River of lights switched on for longer periods Services held on 13.02.25 minute nr. 114/24/25 Improved communications of the Town Council's website and social media to promote the work of the Service Delivery Department linked to social media Continued discussions regarding Jubilee Green and sea defence wall to deliver the CIL Fourth Round Funding - Services held 13.04.25 minute nr. 111/24/25	3	1	2	2	3
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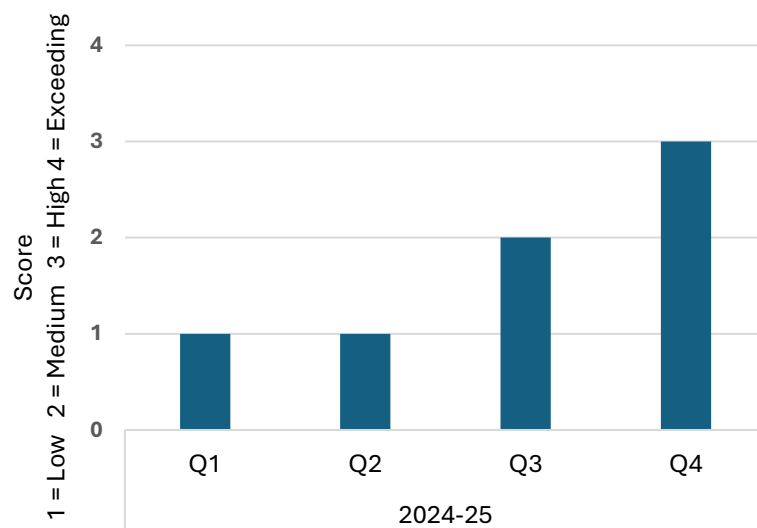
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Services Committee



- Continue to work with key stakeholders in the devolution of asset process with an increase of Town Council staffing levels, if required;
- Improve facilities and quality of life by continuing to maintain our public conveniences and to invest in accessible public conveniences
- Continue to promote Saltash as a vibrant and welcoming visitor destination by reinvesting and working in partnership with key stakeholders in key areas such as Victoria Gardens, the Town Centre, and future Waterside projects.

Strategic Priority 2 - Health and Wellbeing		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	Provide, maintain and support mental health and wellbeing with street furniture and green public spaces	Improved public green spaces for everyone to use	Refer to the Saltash Neighbourhood Development Plan for guidance on improving public realm	3	1	1	2	3
			Maintain Town Council owned street furniture to a high standard Provide where required additional street furniture in consultation with the public as evidence of need Keep the town looking it's best at all times Saltash Neighbourhood Development Plan	Support Saltash Town Team with additional community open spaces inclusive of parklets and markets Carry out regular maintenance checks of all Town Council owned street furniture, ensuring it is kept to a high standard and is included in the asset register Install hanging baskets and expand further on the Waterside, Lower Fore Street, Victoria Gardens and Isambard House Install mental health organisation plaques to Town Council benches to help support our residents and visitors Promote mental health and wellbeing via the Town Council website Partnership working with SEA assisting with maintenance at Elwell Woods within existing service delivery resources Improved Allotment Policy providing further clarification/expectations for users Winter planting to keep the town looking cheerful/attractive/welcoming Improved allotment access by clearance of pathways, new fencing and gate Approval to use a Town Council building, free of charge, for the ICB to provide community Winter health events Approval for the Health Care Action Group to use a Town Council building, free of charge, to hold monthly health care meetings The Mayor attended St Barnabas AGM Approval for two members of the public to receive free rent to use space at Churchtown Cemetery allotments to house colonies in exchange for bee awareness sessions working in partnership with two members of the public (STC recognises that this action also meets strategic priority 5 & 6) Due to the closure of Saltash Adult Ed, partnership working with CC took place to try and save the service, by attendance at meetings, writing letters, liaising with Cornwall Cllrs and stakeholders to retain the training provider in the town (STC recognises this action also meets strategic priority 1) Reappointment of contractor for the install of hanging baskets and bedding plants for summer 2025 Partnership working with SEA assisting with maintenance at Elwell Woods within existing service delivery resources - support planting to Elwell woods, confirmed permissions from Services held on 13.02.25 minute nr. 116/24/25 Due to the closure of Saltash Adult Ed, partnership working continues with CC and stakeholders to look at supporting alternative training providers in the town (STC recognises this action also meets strategic priority 1) FTC held 6.02.25 minute nr 344/24/25 Winter Wellbeing free room hire at the Guildhall - February					

Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Services Committee



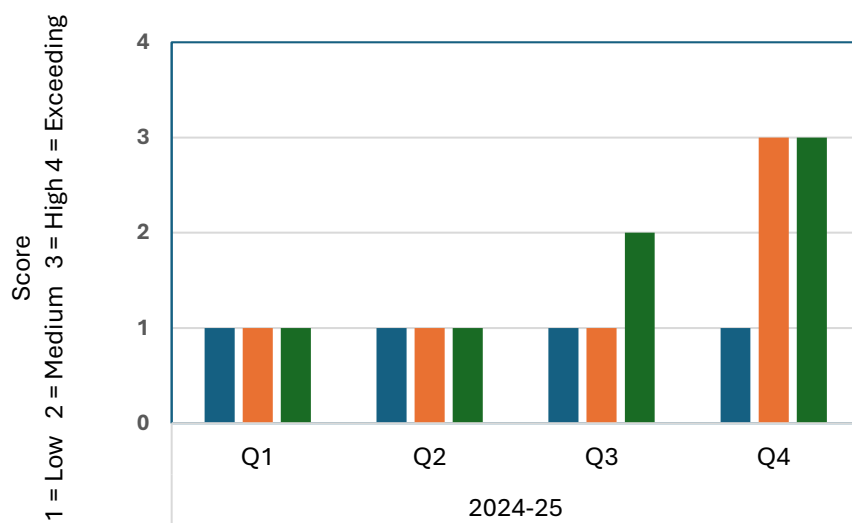
Provide, maintain and support mental health and wellbeing
with street furniture and green public spaces

Strategic Priority 3 - Housing		Aims of the Services Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Services Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the committee



Strategic Priority 4 - Travel and Transport		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To work 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.	Continue to investigate and implement where possible a sustainable Town Council fleet of vehicles	Investigate sustainable vehicles Install EV charging stations on Town Council owned property as required All Town Council vehicles to be electric or hybrid Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on sustainable transport Conduct a detailed survey of the current working vehicles and their usage Investigate suitable working vehicle options for the future and ascertain associated cost Research regulations and explore any funding opportunities for EV charging stations / vehicles Obtain permissions from the landowner to install EV charging stations as required Promote the investment of a Town Council electric fleet Reinvesting in 2025-26 budget setting for electric vehicles	1	1	1	1	1
		Promote and encourage walking and cycling routes in the community	Support, promote and encourage walking and cycling routes in Saltash and neighbouring areas Less vehicles on the road, increase in bikes and by foot Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on a walking and cycling environment Work with outside organisations such as Cornwall Council and sustrans to promote, increase signage and enhance cycling routes Conduct surveys and collect data on current usage, potential routes, and areas needing improvement Identify and participate in cycling and walking campaigns suitable for Saltash New Beryl Bikes offer (free unlocking) promotion via Town Council social media channels Working in partnership with Town Team to produce a leaflet promoting walking and cycling and sustainable travel to Saltash with icons to advertise EV Charging points	3	1	1	1	3
		Support access and improved connectivity from Saltash to Plymouth and neighbouring Towns and Parishes	Improved connectivity Increase in tourism Improved traffic Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on improved and sustinable connectivity Work in partnership with local businesses / Chamber of Commerce to increase connectivity Work in partnership with Plymouth Boat Trips, Saltash Red Bus, Stagecoach, Go Cornwall Bus, Tamar Bridge to improve connectivity Promote Saltash as a tourism destinatation on the map Conduct surveys to ascertain the areas that require improved connectivity Working in partnership with Sustrans Active Travel Programme linked to 20mph zone roll out, offering free Town Council facilities and supporting the reduced speed restriction Partnership working with National Highways and key stakeholders to mitigate the tunnel works and to improve the rail service at Saltash Continued working in partnership with Plymouth Boat Trips, Saltash Red Bus, Stagecoach, Go Cornwall Bus, Tamar Bridge to improve connectivity Promote Saltash as a tourism destinatation on the map - by working in partnership with Town Team to produce a leaflet - draft designs received and further developed in conjunction with the Town Visitor Guide Continued partnership working with National Highways and key stakeholders to mitigate the tunnel works and to improve the rail service at Saltash - Rail improvments consistently being lobbied by the Town Council to work in partnership to assist with promotions to minimise highway impact - FTC held 6.02.25 minute nr 344/24/25 and FTC held 6.03.25 minute nr 378/24/25 response to the Peninsular Transport Strategic Implementation Plan Consultation and minute nr. 379/24/25	3	1	1	2	3

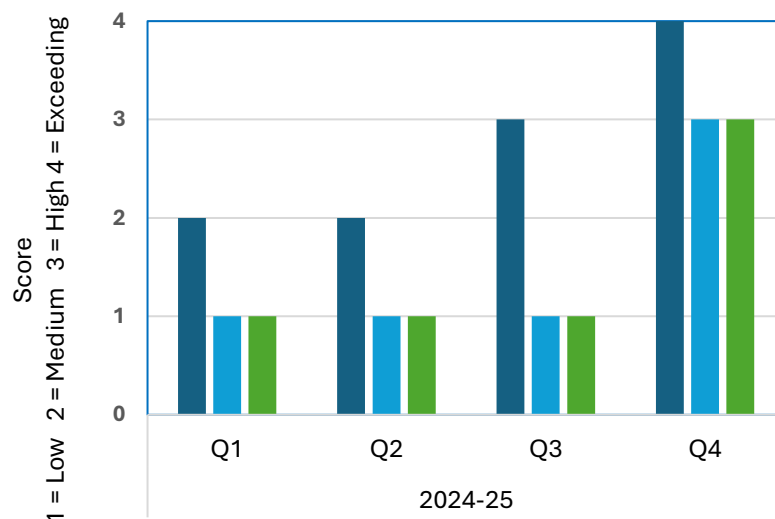
Business Plan
Strategic Priority 4 - Travel and Transport
Aims of the Services Committee



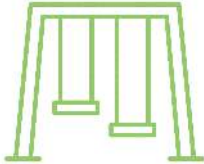
- Continue to investigate and implement where possible a sustainable Town Council fleet of vehicles
- Promote and encourage walking and cycling routes in the community
- Support access and improved connectivity from Saltash to Plymouth and neighbouring Towns and Parishes

Strategic Priority 5 - Climate Emergency		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To continue to implement sustainable grounds maintenance methods and good environmental practices.	Avoiding the use of pesticides and herbicides and not using toxic chemicals in any Town Council grounds maintenance work Sustainable methods of weed removal Continue to be environmentally and hedgehog friendly Successful and improved participation in 'low mow may' initiative Recycle as much green waste as possible Where possible, adopt sustainable watering techniques Implement environmentally friendly alternatives to grounds maintenance Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Developmet Plan for guidance to protect and enhance the natural environment Use mechanical and manual weed pulling methods Investigate organic herbicides if required Create composte areas for disposal of green waste Regular monitoring and maintenance to assist with weed control Educate in relation to being hedgehog friendly when undertaking grounds maintenance work Register as a Hedgehog Hero with the British Hedgehog Preservation Society Continue to be Hedgehog Friendly Partake in 'low mow may' with clear promotion to the community outlining the strategic areas, without comprising safety, access, and equipment damage due to length of grass areas Continue with 'low mow may' through the Summer season until areas require attention Permenant wilding areas created to help restore habitats and reintroduce native species that may have disappeared or declined in numbers Rose bushes in Victoria Gardens has rose compost to encourage growth naturally Environmental methods used to clean the Borough War Memorial Approval for two members of the public to receive free rent to use space at Churchtown Cemetery allotments to house colonies in exchange for public bee awareness sessions working in partnership with two members of the public (STC recognises that this action also meets strategic priority 6) Winter planting - more sustainable planting practices took place this Winter to reduce maintenance and replacement in the Summer Request SEA to investigate organic herbicides - sevrices held 13.02.25 minute nr. 116/24/25 SEA Free room hire at Isambard House for film night - Climate Scam Recycled redundant Christmas Lighting for aluminium	4	2	2	3	4
		Support community initiatives for tree planting and wildflower meadows	Community engagement in tree planting initiatives and wildflower meadows Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Developmet Plan for guidance to protect and enhance the natural environment Work in partnership with local orngaisations, schools and businesses to identify suitable areas to plant trees and wildflowers Use social media, press releases and notice boards to raise awareness Order appropriate signage informing the public of new wildflower meadows If suitable on Town Council owned land plant trees and create additional wildflower meadows Continue to partake in the Low Mow May initiative to strategic areas Wildflower Meadow signage, educational information for the community on the importance of our wilding areas and Town Council initative Library Hub working with various key stakeholders during the Bio-Watch project Wildflowers planted at St Stephens ashes area Library Hub working with various key stakeholders during the Bio-Watch project Two additional wildflower areas at Cornish Cross and Chruchtown	3	1	1	1	3
		Continue to support and partake in the Plastic Free Community pledge	Educate the community, councillors and staff on the detrimental effects of single use plastics Continue to be a plastic free Town Council Encourage local businesses and organisations to take the pledge to be a plastic free champion	Use social media, press releases and notice boards to raise awareness Pledge to stop using single use plastics and consider this when procuring Town Council assets Promote to local businesses the detrimental effects single use plastic has on the environement and the Waterside town of Saltash Encouraged SEA to apply for change of grant to include initiatives around plastics at town events Food waste changes at all Town Council sites encouraging minimising waste and recycling	3	1	1	1	3

Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Services Committee

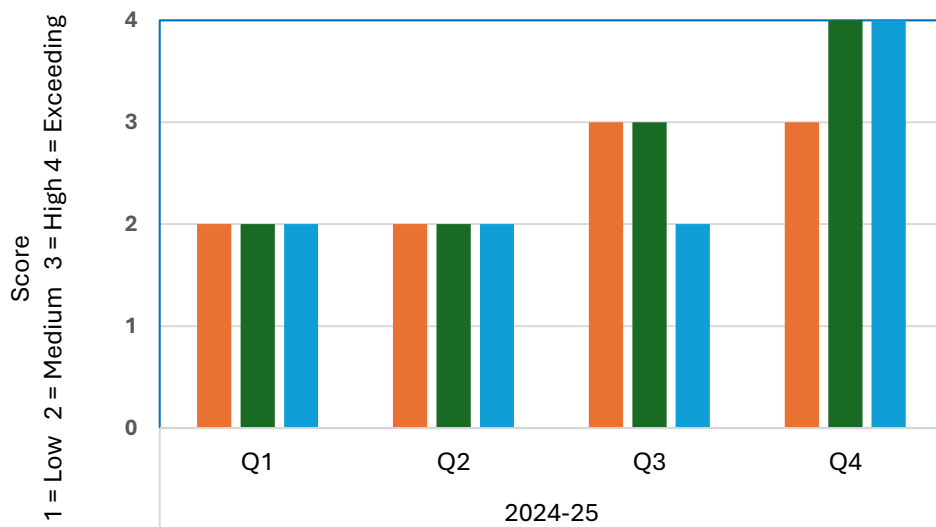


- To continue to implement sustainable grounds maintenance methods and good environmental practices.
- Support community initiatives for tree planting and wildflower meadows
- Continue to support and partake in the Plastic Free Community pledge

Strategic Priority 6 - Recreation and Leisure		Aims of the Services Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers	Maintain, promote and reinvest in Town Council play parks and recreational areas	Investment and Development High-Quality Maintenance Improved open green spaces Promoting improvement works Consultation Funding awarded to provide new play equipment / improvement to community open spaces Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Developmet Plan for guidance to meet the growing demand for recreation areas Maintain and invest in new play equipment for Town Council owned play parks Review other play parks in Saltash and consider whether investment is required to provide a good standard of play working in partnership with key stakeholders Consult with the public that live in the area specific to the work needed Seek funding opportunities to relieve pressure from the Precept Service Delivery to carry out high quality maintenance / safety checks by being ROSPA qualified Grounds maintenance to be undertaken on a regluar basis making open green spaces attractive Regular maintenance checks to be carried out ensuring all play equipment is to the Play park provision improved at Grassmere Way and Honeysuckle Close via CIL third round funding and Town Council contribution Repalcement gate for Grassmere Way play park Working in partnership with SEA to maintain and promote Ellwell Woods Fairmead Allotments, replaced old fencing and re-sited the entrance gate for improved access, added an additional water tap Working in partnership with SEA to maintain and promote Ellwell Woods - Services held on 13.02.25 minute nr. 116/24/25	3	2	2	3	3
		Provide, maintain and support mental health and wellbeing with street furniture and green public spaces	Partake in the Chatty Plaque scheme Ensure open spaces are kept to a high standard for all to enjoy	Purchase six Happy to Chat plaques to install on Town Council benches to act as a talking point and encourage those who see them to reach out Service Delivery to undertake regular maintenance to Town Council open spaces to ensure they are suitable and attractive for all to enjoy Mental Health and Wellbeing Town Council website page actively supporting the 'Happy to Chat Plaque' Scheme The Mayor official opened Grassmere Way and Honeysuckle Close improved play areas Partnership working with Cornwall Council to provide maintained pathways and review flood defences The Mayor attended the planting of an oak tree in Victoria Gardens as part of the King's Coronation Bee area at Churchtown Cemetery complete with secure fencing and signage installed Trial solar lights in planting area next to the Brunel Bust to show case the town and provide aesthetically pleasing illumination	4	2	2	3	4

		Continue to provide pontoon facilities allowing access to the river and support better connectivity to neighbouring areas	Improved connectivity to the Waterside / pontoon facilities Maintain and upgrade the pontoon facilities Work in partnership with key stakeholders to deliver better connectivity Promote Jubilee Pontoon Saltash Neighbourhood Development Plan The Saltash Coastal Communities Team	Refer to the Saltash Neighbourhood Development Plan for guidance to making the most of Saltash Waterside Refer to the Saltash Coastal Communities Team Economic Plan Work in partnership with Plymouth Boat Trips, Beryl Bikes, Red Bus, GWR and other operators to provide improved connectivity to the river, Saltash, and neighbouring areas Ensure Jubilee Pontoon is accessible and safe for users Maintain Jubilee Pontoon to a high standard Seek funding opportunities to further improve the Jubilee Pontoon service Provide financial incentives to users of the pontoon with initiatives such as the trusted boater scheme Utilise social media channels, notice board and website to promote the Jubilee Pontoon service and other transport modes Improved safety lighting on the Pontoon Amendments to the Town Council Pontoon Mooring Agreement to improve the community service and potentially increase revenue whilst maintaining full responsibility of the asset Early stages of negotiations with the Duchy of Cornwall led by Cornwall Council, with the potential option to enter into a Lease for the Pontoon and Fundus Emergency Plan to be drafted for conderation and implementation considering flood defences P&F held 11.03.25 minute nr. 164/24/25 The Town Council continue to show its commitment to the pontoon by approving further repair and maintenance work to be able to relaunch the pontoon back into the river for the community to enjoy Continued partnership working with Plymouth Boat Trips, Beryl Bikes, Red Bus, GWR and other operators to provide improved connectivity to the river, Saltash, and neighbouring areas Review underway of the Heads of Terms received from the Duchy of Cornwall led by Cornwall Council, with regards to a rent for the fundus Emergency Plan to be drafted for conderation and implementation considering flood defences P&F held 11.03.25 minute nr. 164/24/25	4	2	2	2	4
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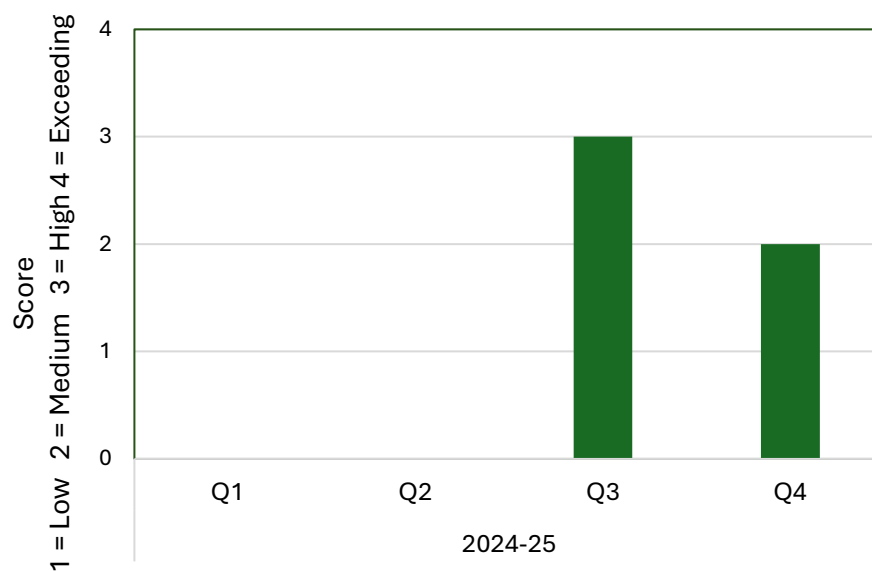
Business Plan
Strategic Priority 6 - Recreation and Leisure Aims of
the Services Committee



- Maintain, promote and reinvest in Town Council play parks and recreational areas
- Provide, maintain and support mental health and wellbeing with street furniture and green public spaces
- Continue to provide pontoon facilities allowing access to the river and support better connectivity to neighbouring areas

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To investigate and potentially progress devolution of assets from Cornwall Council to Saltash Town Council working in partnership with Cornwall Council and the Community Link Officer	To produce a 'devolution programme, living document' to record the Town Council devolution priorities	Devolution programme formed as a living document, listing Town Council priorities by order (e.g, Cornwall Council buildings, land, or services)	3			3	2
			The Town Clerk to communicate the Town Council devolution priorities with Cornwall Council via the Community Link Officer continuing to build working relationships	Continue to monitor the devolution programme engaging with Cornwall Council for future opportunities that will benefit the community					
			To work with relevant Town Council committees / sub committees to ensure community engagement is considered and at the right level						
			To continue to build strong working relationships with key stakeholders						

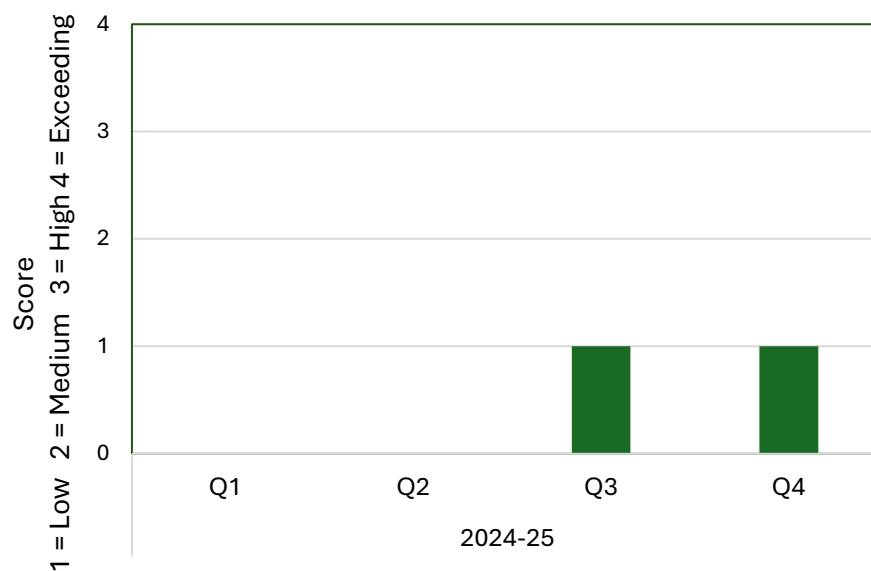
Business Plan
Strategic Priority 1 - Boosting Jobs and
Economic Prosperity
Aims of the Devolution Sub Committee



- To investigate and potentially progress devolution of assets from Cornwall Council to Saltash Town Council working in partnership with Cornwall Council and the Community Link Officer

Strategic Priority 2 - Health and Wellbeing		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people	Identify facilities and areas that could support outdoor fitness programs, children's play areas, or relaxation zones for community use	To consider areas that support health and wellbeing when reviewing future devolution deals to ensure a good balance is achieved for the community Continue to build strong partnership working with key stakeholders Continue to work with Cornwall Council	To support Saltash Health Care Action Group when suitable buildings are identified for local NHS provision Continue to work with Cornwall Council to identify potential devolution sites to support improvement to facilities for various activities	1			1	1

Business Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Devolution Sub Committee



- Identify facilities and areas that could support outdoor fitness programs, children's play areas, or relaxation zones for community use

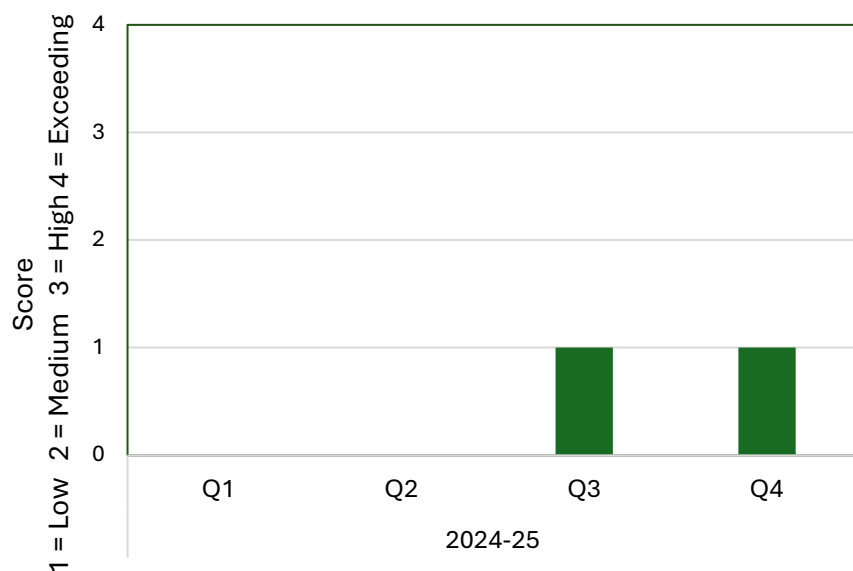
Strategic Priority 3 - Housing		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Devolution Sub Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the sub committee			

Strategic Priority 4 - Travel and Transport		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)
	To work 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 Devolution Sub Committee recognised strategic priority 4 - Travel and Transport did not fit within the remit (Terms of Reference) of the sub committee			

Strategic Priority 5 - Climate Emergency		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	The Devolution Sub Committee recognised strategic priority 5 - Climate Emergency did not fit within the remit (Terms of Reference) of the sub committee			

Strategic Priority 6 - Recreation and Leisure		Aims of the Devolution Sub Committee	What does success look like?	Actions	Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers	Identify parks, green spaces, or public areas that could support outdoor fitness programs, children’s play areas, or relaxation zones for mental health benefits	To consider areas that support health and wellbeing when reviewing future devolution deals to ensure a good balance is achieved for the community	A clear and detailed document outlining gaps in green spaces, parks, public areas and buildings to provide better facilities in Saltash where achievable through devolution	1			1	1
				To work with relevant Town Council committees / sub committees to ensure community engagement is considered and at the right level					
				To raise awareness to the relevent Town Council committee and sub committees should an opportunity arise that does not form part of devolution					

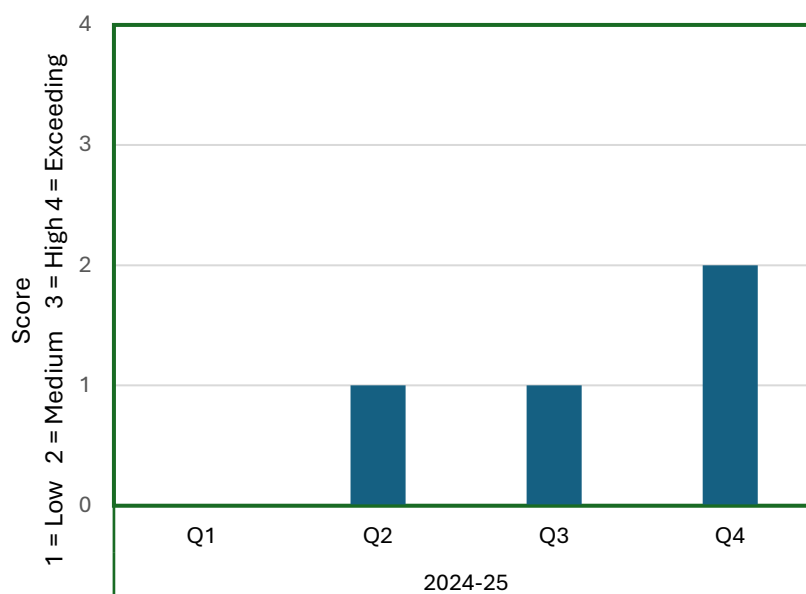
Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Devolution Sub Committee



- Identify parks, green spaces, or public areas that could support outdoor fitness programs, children's play areas, or relaxation zones for mental health benefits

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
Page 140 	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	To continue to expand the opportunities to increase people's education, knowledge and associated IT skills	Offering more signposting services Expanding opening hours Continuing to work in partnership with key stakeholders	Partnership working with Adult Education to offer training courses to assist with employment needs and building people's confidence (not an achievable action due to the closure of Saltash Ad Ed)	2	N/A	1	1	2
				To support the Services Committee (with accommodation at the library) who are to consider other potential learning opportunities due to the closure of Adult Ed. Additional opening hours to reach the needs of the community Cormac - Making Space for Nature 16.01.25, 'Read Easy' the session is to help adult residents to read					

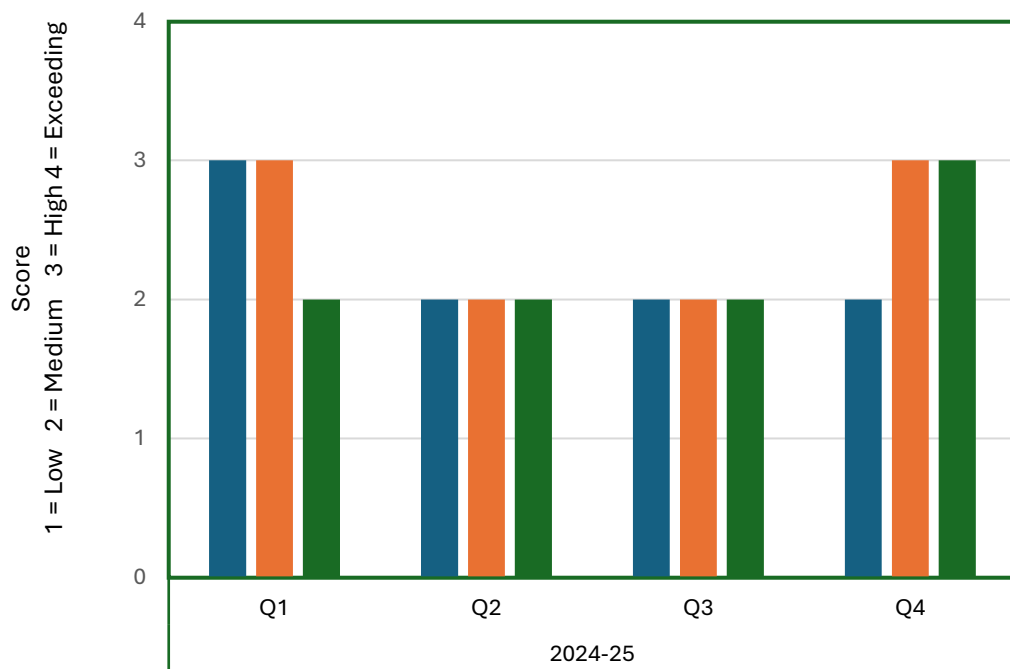
Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Library Sub Committee



■ To continue to expand the opportunities to increase people's education, knowledge and associated IT skills

Strategic Priority 2 - Health and Wellbeing		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
Page 142 	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	To provide a local venue for a range of free events and activities;	Increased free events and activities throughout the year Accessible and inclusive activities and events Increased community engagement and footfall	Support and promote local organisations, businesses and groups / clubs relevant to the Library Hub and for the benefit of the community Refer to the Town Council Policy - Hire of Town Council Premises and Events Autumn Biowatch September 2024 - partnered activities to promote nature Summer Reading Challenge July to Aug Meet the author, book club and writers forum (October), Fake of Fortune, games for the month of January there were 18 free events, engagement with keystakeholders such as St Luke's, Community Pharmacy Cornwall, Stop Loan Sharks, Cornwall Council Fostering Roadshow, Dyslexia advice Day, Meet the Police	2	3	2	2	2
		To continue to sign post residents and users of the Library to the relevant key stakeholders;	Continue to build partnerships Identify and promote easy access services Promote awareness of services available	Utilise the library's website and social media platforms to provide links and information about key stakeholders Welcome desk with staff trained to assist in signposting to digital services available Display posters and notices in prominent areas of the library with information signposting where to find assistance Host informational workshops or events at the library Tamar Valley Consultation - available at the Library Confirmed attendance at May Fair and Regatta Tamar Valley Bees, WC Rivers Authority, National Marine Aquarium, Beach Guardian, WC Butterfly Trust, have all participated in public presentations at the library hub March Spring Biowatch launch with Cormac presentation 'Making Space for Nature'.	3	3	2	2	3
		To continue to provide a safe and warm space to residents and users of the Library.	Continued availability and accessibility for any user to a safe and warm space Internal and external refurbishment to be complete offering an improved comfortable space	Provide a safe and warm space for all users of the library hub Provide refreshments supported by key stakeholders (where possible) Partnership working during the warm space period to ensure best cover is provided across various sites Install of curtain walling and blinds complete creating a warm pleasant environment for residents and visitors Warm space provided in January 2025 Further window refurbishment works undertaken to side elevation of the building completing phase 1 work Further conversations to progress and provide improved internal facilities - Library Sub Committee held on 16.01.25 minute nr. 33/24/25	3	2	2	2	3

Busines Plan
Strategic Priority 2 - Health and Wellbeing
Aims of the Library Sub Com



■ To provide a local venue for a range of free events and activities;

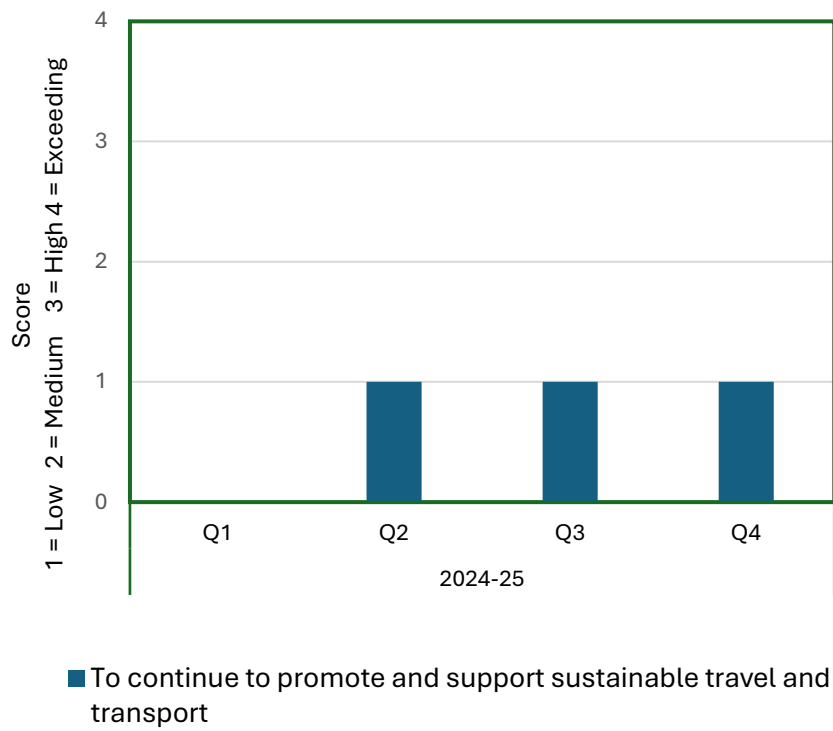
■ To continue to sign post residents and users of the Library to the relevant key stakeholders;

■ To continue to provide a safe and warm space to residents and users of the Library.

Strategic Priority 3 - Housing		Aims of the Library Sub Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Library Sub Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the sub committee

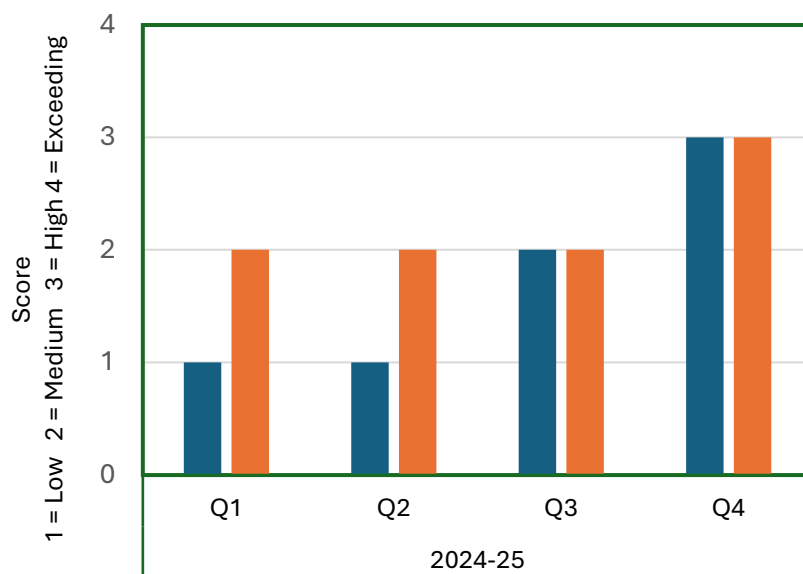
Strategic Priority 4 - Travel and Transport		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
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Business Plan
Strategic Priority 4 - Travel and Transport
Aims of the Library Sub Committee



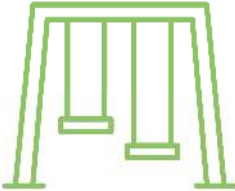
Strategic Priority 5 - Climate Emergency		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
Page 147	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To ensure the Saltash Library building is well insulated when refurbished to reduce energy cost;	Refurbishment complete Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on efficient buildings and low-carbon heating Complete install of efficient curtain walling generating a radiant heat source back into the building whilst letting in the light from outside. Windows to the side relevant to be complete (March 2025) Ensure the library building is energy efficient Further window refurbishment works undertaken to side elevation of the building completing phase 1 work	3	1	1	2	3
		To continue to focus on Climate Emergency and support free events at the Library.	Regular climate focused free events Promote sustainable practices at the Library Display educational materials	Partner with local schools, organisations, and businesses to host events and activities on climate change Reduce waste and provide community recycling programmes Display educational materials on the affects of climate change and preventative measures Provide a good level of books Biowatch, X4 Seasonal ‘Citizen Scientist’ environmental campaigns Partnered with Plymouth University Biology and Marine Sciences to create a year round flora and fauna Saltash database, mapping the changes to the local environment through climate change Partnered with St.Stephens School - Eco Warriors involved assisting with the database March Spring Biowatch launch with Cormac presentation ‘Making Space for Nature’ Free urban seed packs to those who visit the library to encourage nature into gardens	3	2	2	2	3

Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Library Sub Committee

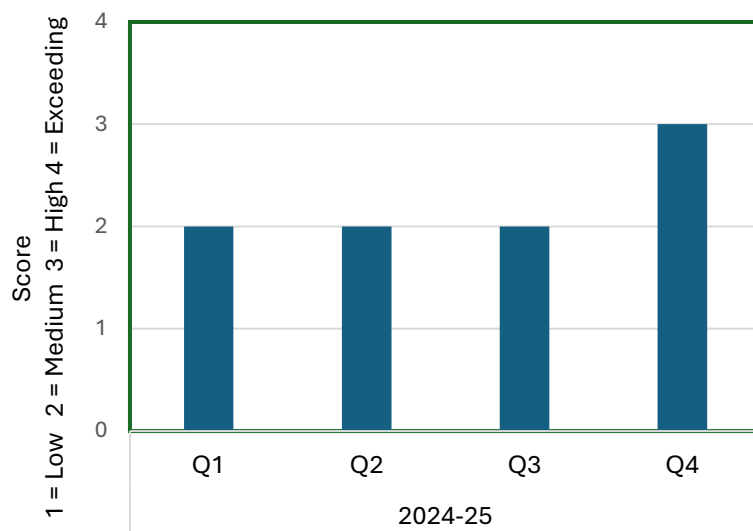


■ "To ensure the Saltash Library building is well insulated when refurbished to reduce energy cost;"

■ To continue to focus on Climate Emergency and support free events at the Library.

Strategic Priority 6 - Recreation and Leisure		Aims of the Library Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	To continue to provide a Library and Community Hub Service for the community inclusive of the Home Library Service.	Community engagement, programs and events Provide inclusive and accessible services Develop the Home Library Service	Partner with local schools, organisations, and businesses to host events and activities Organised workshops, reading clubs, and educational programs that cater to various age groups and interests during this quarter Organised and promote community surveys to understand the needs and wants of the community Recruit and train volunteers to service the Home Library Service Ensure the library service contiues to be accessible to all Utlising social media and the Town Council website to further promote the Library Hub services, groups, clubs and events Early stages investigating extension of opening hours on Saturday afternoons Organise and promote community surveys to understand the needs and wants of the community - Investigations to be actioned to hold a Saltash Library survey to ascertain current and future customer experience - Library held on 15.01.25 minute nr. 31/24/25 Home Library Service - all volunteers have DBS checks Marketing Saltash for Biowatch – Well-being for families (citizen scientists) to	3	2	2	2	3

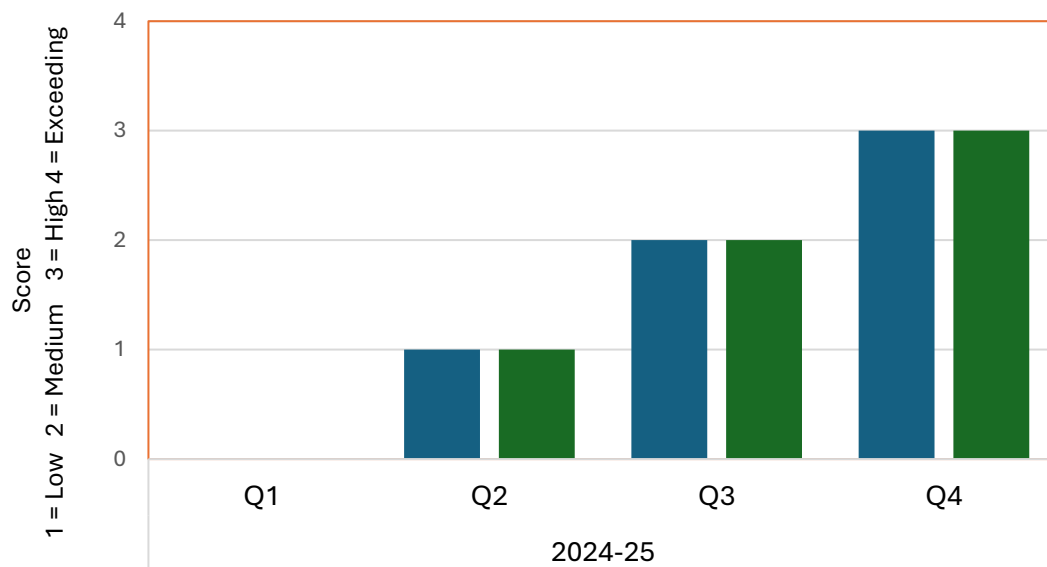
Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Library Sub Committee



- To continue to provide a Library and Community Hub Service for the community inclusive of the Home Library Service.

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
Page 151 	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	Continue to manage the repair and maintenance programs for Town Council properties, assessing the need for further investments and improvements as necessary or when required.	Working with the Five-Year Plan Working with Barron Surveying - Town Council appointed Building Surveyor Review sites that could benefit from solar PV Ensure Town Council buildings are maintained to a good standard for hire and reflection on the Town Council to the community and visitors	Working within the Five-Year Plan to ensure Town Council buildings are reviewed regularly and works budgeted accordingly Appoint Barron Surveying to prepare a scope of works for external repair and painting of the front elevation of the Heritage Building To proceed with the Guildhall external redecoration and draught proofing windows to provide better installation (we recognise this action also meets strategic priority 5) Services Committee recommended to Property Maintenance to consider maintenance work to the Borough War Memorial railings within the five-year plan Continue to review the five year repair and maintenance plan to ensure sufficient funds are budgeted to maintain the buildings - PM held on 20.02.25 minute nr. 45/24/25 Work with Barron Surveying to issue a tender specification for the Heritage Building External Windows - PM held on 20.02.25 minute nr. 48/24/25 Guildhall External Repairs and Redecoration works completed including Guildhall Town Seal above front entrance repainted to highest of	3	N/A	1	2	3
		Support the promotion of Saltash as a vibrant and welcoming visitor destination by reviewing public amenities and identifying opportunities for investment and enhancement.	Ensure Town Council buildings are maintained to a good standard for hire and reflection on the Town Council to the community and visitors Review buildings in the local area to purchase as an investment to support the growth of the Town Council	To prepare a project report including any funding opportunities for the development of the Waterside toilets and sheds STC awarded £100k from CIL fourth round for the redevelopment of play park and sensory garden Guildhall building external refurbishment complete to highest standard Partial internal decoration work to the Guildhall	3	N/A	1	2	3

Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Property Sub Committee



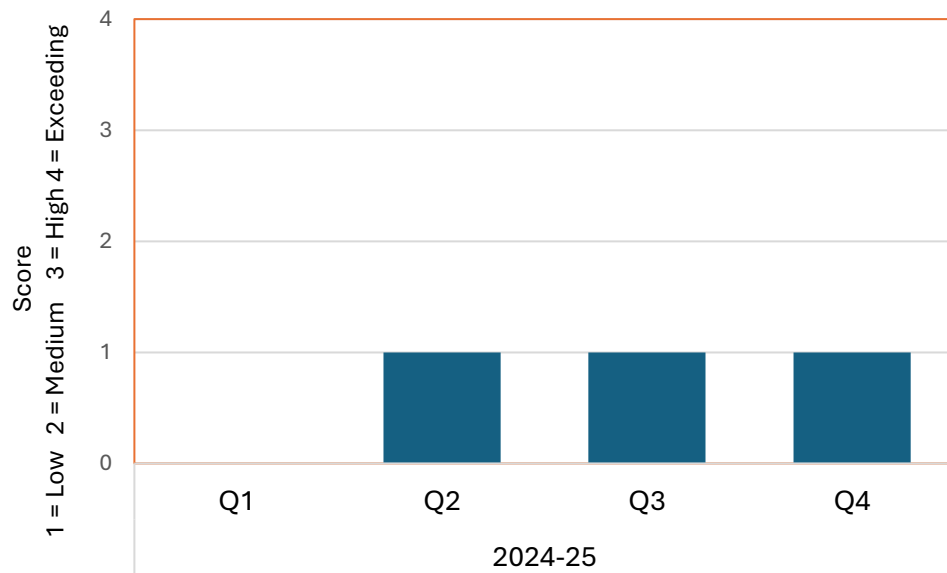
- Continue to manage the repair and maintenance programs for Town Council properties, assessing the need for further investments and improvements as necessary or when required.
- Support the promotion of Saltash as a vibrant and welcoming visitor destination by reviewing public amenities and identifying opportunities for investment and enhancement.

Strategic Priority 2 - Health and Wellbeing		Aims of the Property Maintenance Sub Committee
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	The Property Maintenance Sub Committee recognised strategic priority 2 - Health and Wellbeing did not fit within the remit (Terms of Reference) of the sub committee

Strategic Priority 3 - Housing		Aims of the Property Maintenance Sub Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Property Maintenance Sub Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the sub committee

Strategic Priority 4 - Travel and Transport		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To work 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.	Review Town Council owned properties to assess the potential for offering cycling facilities, such as bike storage and secure lockers.	Work with relevant key stakeholders such as Town Team and Beryl Bikes	Supporting the roll out of Beryl Biles across Saltash, in particular, at Isambard House and Pillmere Drive.	1	N/A	1	1	1

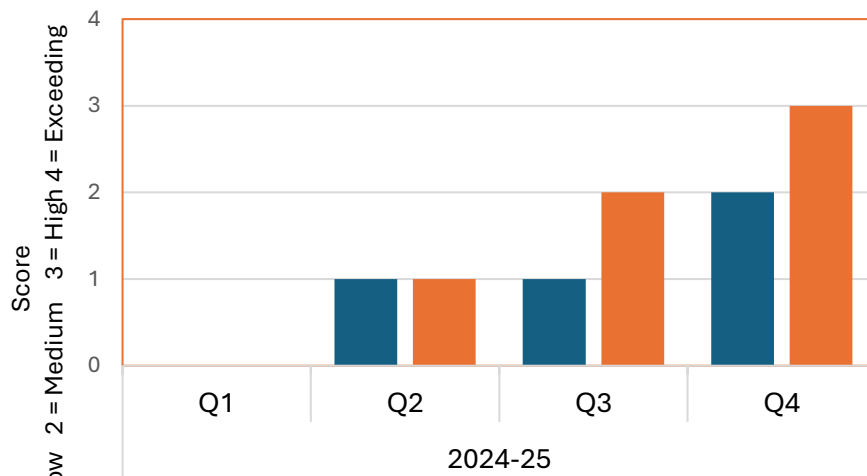
Business Plan
Strategic Priority 4 - Travel and Transport
Aims of the Property Sub Committee



■ Review Town Council owned properties to assess the potential for offering cycling facilities, such as bike storage and secure lockers. N/A

Strategic Priority 5 - Climate Emergency		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	Review Town Council owned properties to evaluate utility usage, with the objective of making them as close to net zero as feasibly possible.	Review sites that could benefit from solar PV Working with Barron Surveying - Town Council appointed Building Surveyor	To appoint a contractor to undertake an engery report on all Town Council buildings to better understand usage moving towards net zero as feasibly possible Finance Officer to provide a utility usage report for consideration Funding bid submitted for solar PV	2	N/A	1	1	2
		To oversee the repair and maintenance programs for all Town Council premises, working towards improved energy efficiencies.	Working with the Five-Year Plan Working with relevant bodies to improve energy efficiencies	Completed Guildhall external redecoration and draught proofing windows to provide better installation (we recognise this action also meets strategic priority 1) To proceed with the Guildhall internal redecordation to part of the building to repair water ingress To proceed with an annual external washdown of surfaces and application of algaecide subject to the products meeting the Town Council environmental policy and business plan. To consider budgeting for annual external washdown for all Town Council properties	3	N/A	1	2	3

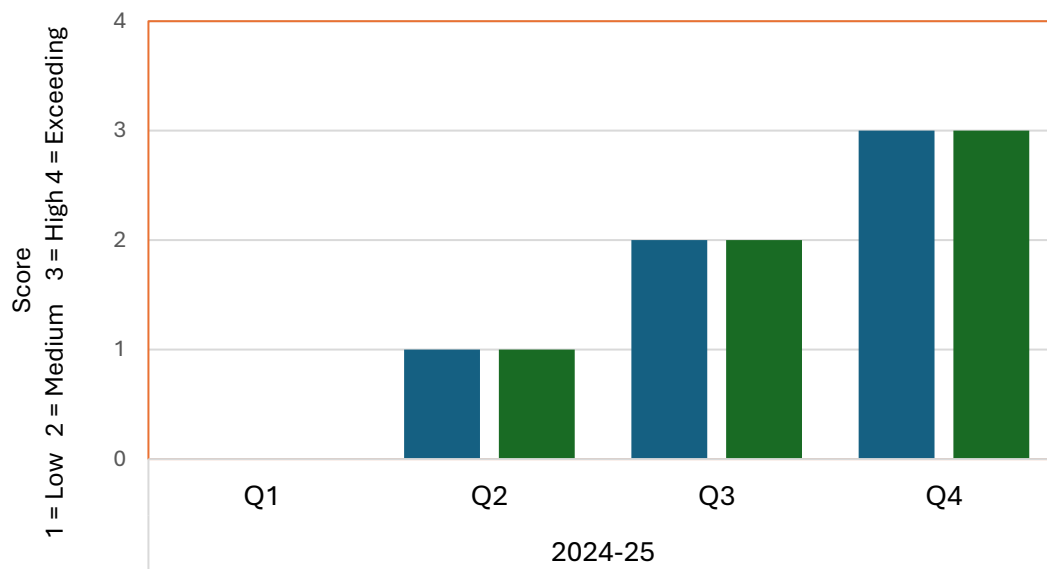
Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Property Sub Committee



- Review Town Council owned properties to evaluate utility usage, with the objective of making them as close to net zero as feasibly possible.
- To oversee the repair and maintenance programs for all Town Council premises, working towards improved energy efficiencies.

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
Page 159	 To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	Continue to manage the repair and maintenance programs for Town Council properties, assessing the need for further investments and improvements as necessary or when required.	Working with the Five-Year Plan Working with Barron Surveying - Town Council appointed Building Surveyor Review sites that could benefit from solar PV Ensure Town Council buildings are maintained to a good standard for hire and reflection on the Town Council to the community and visitors	Working within the Five-Year Plan to ensure Town Council buildings are reviewed regularly and works budgeted accordingly Appoint Barron Surveying to prepare a scope of works for external repair and painting of the front elevation of the Heritage Building To proceed with the Guildhall external redecoration and draught proofing windows to provide better installation (we recognise this action also meets strategic priority 5) Services Committee recommended to Property Maintenance to consider maintenance work to the Borough War Memorial railings within the five-year plan Continue to review the five year repair and maintenance plan to ensure sufficient funds are budgeted to maintain the buildings - PM held on 20.02.25 minute nr. 45/24/25 Work with Barron Surveying to issue a tender specification for the Heritage Building External Windows - PM held on 20.02.25 minute nr. 48/24/25 Guildhall External Repairs and Redecoration works completed including Guildhall Town Seal above front entrance repainted to highest of	3	N/A	1	2	3
		Support the promotion of Saltash as a vibrant and welcoming visitor destination by reviewing public amenities and identifying opportunities for investment and enhancement.	Ensure Town Council buildings are maintained to a good standard for hire and reflection on the Town Council to the community and visitors Review buildings in the local area to purchase as an investment to support the growth of the Town Council	To prepare a project report including any funding opportunities for the development of the Waterside toilets and sheds STC awarded £100k from CIL fourth round for the redevelopment of play park and sensory garden Guildhall building external refurbishment complete to highest standard Partial internal decoration work to the Guildhall	3	N/A	1	2	3

Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Property Sub Committee



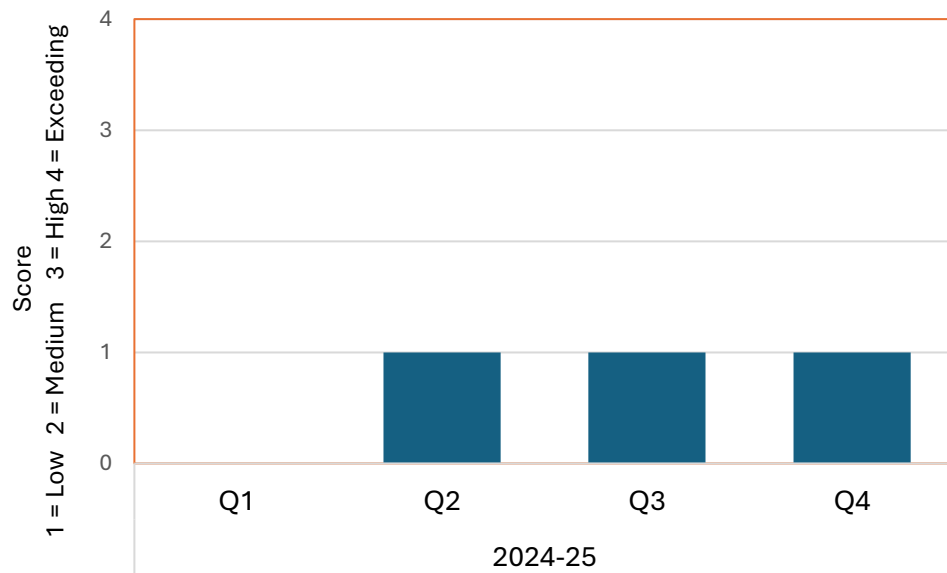
- Continue to manage the repair and maintenance programs for Town Council properties, assessing the need for further investments and improvements as necessary or when required.
- Support the promotion of Saltash as a vibrant and welcoming visitor destination by reviewing public amenities and identifying opportunities for investment and enhancement.

Strategic Priority 2 - Health and Wellbeing		Aims of the Property Maintenance Sub Committee
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	The Property Maintenance Sub Committee recognised strategic priority 2 - Health and Wellbeing did not fit within the remit (Terms of Reference) of the sub committee

Strategic Priority 3 - Housing		Aims of the Property Maintenance Sub Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Property Maintenance Sub Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the sub committee

Strategic Priority 4 - Travel and Transport		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To work 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.	Review Town Council owned properties to assess the potential for offering cycling facilities, such as bike storage and secure lockers.	Work with relevant key stakeholders such as Town Team and Beryl Bikes	Supporting the roll out of Beryl Biles across Saltash, in particular, at Isambard House and Pillmere Drive.	1	N/A	1	1	1

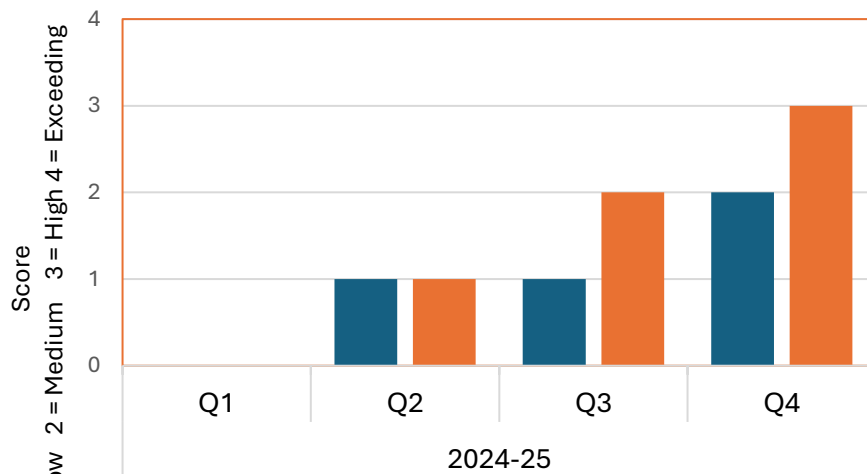
Business Plan
Strategic Priority 4 - Travel and Transport
Aims of the Property Sub Committee



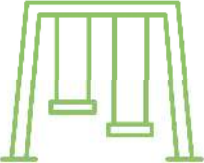
■ Review Town Council owned properties to assess the potential for offering cycling facilities, such as bike storage and secure lockers. N/A

Strategic Priority 5 - Climate Emergency		Aims of the Property Maintenance Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	Review Town Council owned properties to evaluate utility usage, with the objective of making them as close to net zero as feasibly possible.	Review sites that could benefit from solar PV Working with Barron Surveying - Town Council appointed Building Surveyor	To appoint a contractor to undertake an engery report on all Town Council buildings to better understand usage moving towards net zero as feasibly possible Finance Officer to provide a utility usage report for consideration Funding bid submitted for solar PV	2	N/A	1	1	2
		To oversee the repair and maintenance programs for all Town Council premises, working towards improved energy efficiencies.	Working with the Five-Year Plan Working with relevant bodies to improve energy efficiencies	Completed Guildhall external redecoration and draught proofing windows to provide better installation (we recognise this action also meets strategic priority 1) To proceed with the Guildhall internal redecordation to part of the building to repair water ingress To proceed with an annual external washdown of surfaces and application of algaecide subject to the products meeting the Town Council environmental policy and business plan. To consider budgeting for annual external washdown for all Town Council properties	3	N/A	1	2	3

Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Property Sub Committee

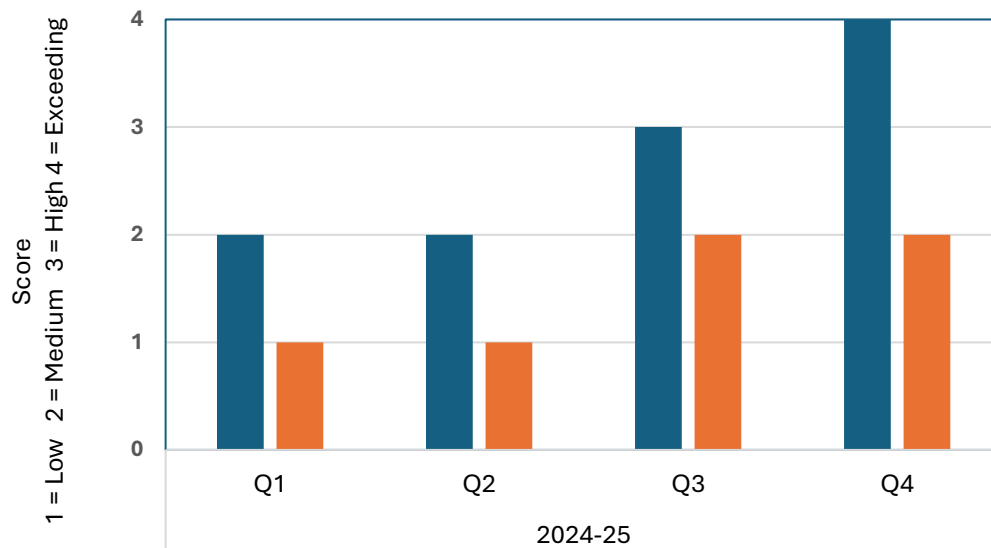


- Review Town Council owned properties to evaluate utility usage, with the objective of making them as close to net zero as feasibly possible.
- To oversee the repair and maintenance programs for all Town Council premises, working towards improved energy efficiencies.

Strategic Priority 6 - Recreation and Leisure		Aims of the Property Maintenance Sub Committee
	To continue to provide, improve, and support in Saltash, play parks, open green speaces, library service, cultural acitivity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	The Property Maintenance Sub Committee recognised strategic priority 6 - Recreation and Leisure did not fit within the remit (Terms of Reference) of the sub committee

Strategic Priority 1 - Boosting Jobs and Economic Prosperity		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
Page 168 	To ensure Saltash benefits from higher income, reduced poverty, improved facilities and quality of life. Promote Saltash as a vibrant and welcoming visitor destination.	Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area	Enhance visitor experiences Maintain, promote, support and secure a concessionaire for Isambard House Cafe and Waiting Room	Offer reduced rates to community organisations and tourism attractions Organise events and activities at Isambard House such as live music, art exhibitions, and themed nights Secure a cafe concessionaire to operate the Station Cafe and waiting room by offering reduced rent and utilities Support and promote the Station Cafe to ensure the waiting room and accessible facilities remain open Utilise social media platforms and the Town Council website to promote Isambard House facilities and refurbishment Supporting additional Trackside Cafe hours on a Saturday to accommodate the need Succesful Murder Mystery event held in Nov at Isambard House CC hiring Isambard House Oct-Feb for English lessons for Afghan refugees Free use of station car park to those attending the Repair Cafe operated at St Nicholas and St Faith Church A further Murder Mystery Event promoted and well attended in February Continued partnership working with Trackside Cafe ensuring the waiting room and accessible facilities remain open	4	2	2	3	4
		Bring in additional investment by offering a focal meeting point at the Station and in close proximity to Fore Street	Improved marketing and promotion Collaborate with local businesses and attractions	Utilise social media platforms and the Town Council website to promote Isambard House facilities and refurbishment Support and promote vistor attractions such as the Heritage Centre and Trails, Mary Newmans Cottage and Elliot Store Service Delivery clearing the beds and cutting back hedging to make the area neat and tidy at Saltash station Collaboration with key stakeholders to deliver an event for Rail 200 (early planning stage)	2	1	1	2	2

Business Plan
Strategic Priority 1 - Boosting Jobs and Economic Prosperity
Aims of the Station Sub Committee



- Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area
- Bring in additional investment by offering a focal meeting point at the Station and in close proximity to Fore Street

Strategic Priority 2 - Health and Wellbeing		Aims of the Station Sub Committee
	To support the Saltash Healthcare Action Group in improving our local NHS provision. Support improvement to mental health, fitness facilities, educational wellbeing of children and opportunities to access a high level of quality learning for young people.	The Station Property Sub Committee recognised strategic priority 2 - Health and Wellbeing did not fit within the remit (Terms of Reference) of the sub committee

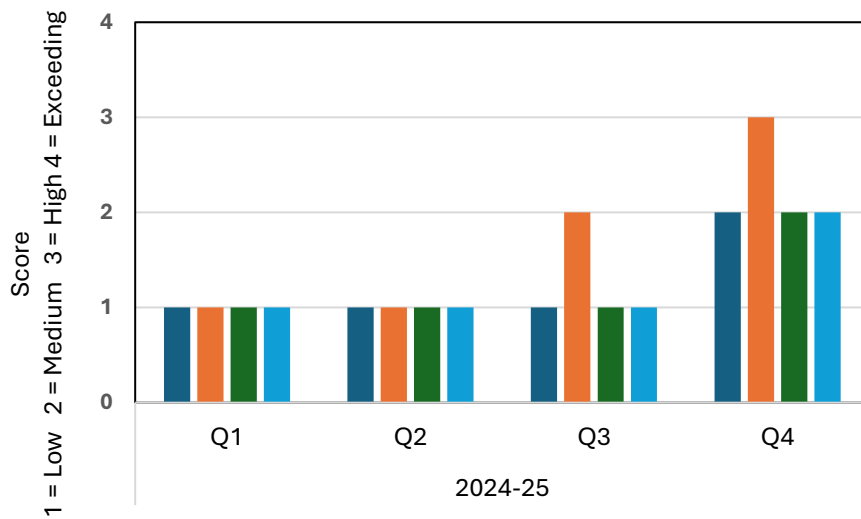
Strategic Priority 3 - Housing		Aims of the Station Sub Committee
	To ensure Saltash has a balanced range of high quality and affordable housing by working in partnership with Cornwall Council	The Station Sub Committee recognised strategic priority 3 - Housing did not fit within the remit (Terms of Reference) of the committee

Strategic Priority 4 - Travel and Transport		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To work 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.	Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area	Enhance wayfinding Promote sustainable travel options Improved infrastructure to create a welcoming and vibrant Station building and surroundings Work with key stakeholders for future funding opportunities for future improvements	Install clear and directional signage to the Town Centre and local attractions inclusive of sustainable travel options Encourage the use of Beryl bikes, Saltash Red Bus and the Saltash ferry by promotion Secure a Service Level Agreement with GWR and work in partnership with local voluntary organisations, together both enhance the green areas ensuring the station is a welcoming, attractive and bright place to visit Working in partnership with Town Team to install improved wayfinding in Fore Street Continued Social Media advertisements	2	1	1	1	2
		Saltash Station is a key transport hub to the town	Improved train connectivity to neighbouring towns and cities Improved train accessibility at Saltash Station Ensure Saltash station provides sustainable travel options connecting users and visitors to the Town Centre and further afield Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan on guidance to sustainable transport Request install of Beryl bikes at the station building Request Saltash Red Bus stops at the station building to coincide with train arrival/departures Advocate for improved train timetable Increase train stops at Saltash Station Working in partnership with key stakeholders, such as, Local MP, Cornwall Councillors, Network Rail, GWR, to achieve actions STC endorsed the draft 'case for better rail services' and support the 'Saltash platform train interface improvements' to work with train operating companies to bring both reports to fruition over the coming years Funding bid submitted against GWR Customer and Community Improvement Fund - FTC held 6.2.25 Minute nr 350/24/25 Supported response to Peninsular Transport Strategic Implementation Plan (providing better transport services) - FTC 378/24/25 The Mayor raised accessibility awareness on Spotlight - Feb 2025 workingn with local residents	3	1	1	2	3
		Embark on a community project for the installation of further connectivity by installing EV Charging Points, Beryl Bikes and Solar Car Ports and Roof within the Station car park	Install EV Charging Points in the Station Car Park Beryl bikes to be available for use at the station building	Investigate and implement where possible EV charging points at Saltash station Improved car park facilities - invest in the car park resurfacing and safety to improve the levels for users to access Work in partnership to install Beryl bikes for community and visitor use Research solar car ports and roof for Isambard House car park Resurface the car park to improve access for users Beryl Bikes remain at Isambard House following a recent review of the service Funding bid submitted for solar PV.	2	1	1	1	2
		Continue to support and promote the towns 450 local bus service providing better connectivity	Work in partnership with Saltash Red Bus Secure an additional stop / improved route to Saltash station building	Promote the 450 services via the Town Council website, social media platforms and press releases Offer a stall at the Library Hub and Meet your Cllr Sessions to promote the bus service Bus times - Transport for Cornwall which covers six operators displayed in the leaflet rack at Trackside Cafe Assistance provided to Red Bus regarding funding opportunities	2	1	1	1	2

Business Plan

Strategic Priority 4 - Travel and Transport

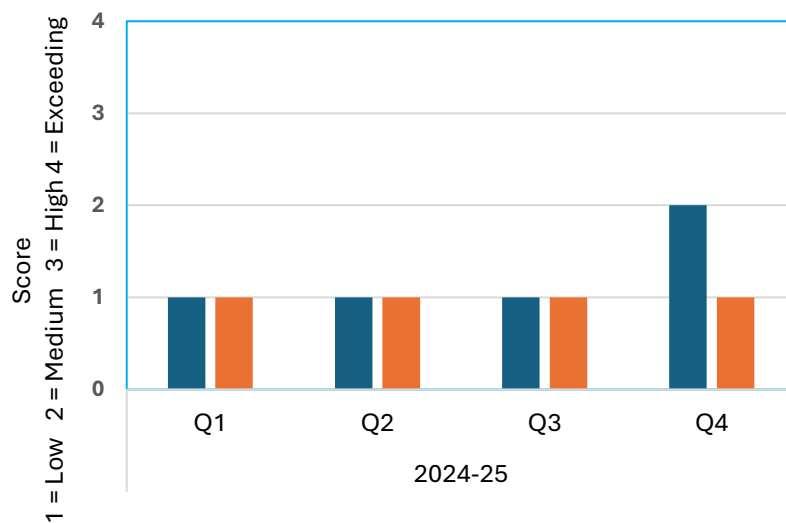
Aims of the Station Sub Committee



- Promote Saltash as a vibrant and welcoming visitor destination with provisions of Isambard House café and waiting room area
- Saltash Station is a key transport hub to the town
- Embark on a community project for the installation of further connectivity by installing EV Charging Points, Beryl Bikes and Solar Car Ports and Roof within the Station car park
- Continue to support and promote the towns 450 local bus service providing better connectivity

Strategic Priority 5 - Climate Emergency		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to acknowledge a climate emergency and to bring forward a local climate change strategy.	To continue to support external groups with free use of Isambard House (in line with the Hire Policy) where their purpose is climate change and environmental matters	Hold successful community climate change events throughout the year Support the free use of Isambard House for Climate Change initiatives, workshops and community information	Review the Town Council's existing Hire Policy and ensure that the criteria for free use clarifies support for groups involved in climate change and environmental matters. Reach out to climate change and environmental organisations to promote support and use of facilities at Isambard House. Provided SEA free use of Isambard House to host a film night - climate scam	2	1	1	1	2
		To lead by example by Isambard House being well insulated when refurbished with further investments to install Solar PV and Water Systems to assist in reducing energy bills and Co2 emissions	Invest and install Solar PV Invest and install solar water systems Reduction in energy bills and Co2 emissions Saltash Neighbourhood Development Plan	Refer to the Saltash Neighbourhood Development Plan for guidance on efficient buildings and low-carbon heating Assess the needs and goals the Town Council wish to achieve with installing solar PV and water systems Research the types of solar PV and water systems that may be suitable to the needs and goals Assess site suitability Monitor and assess energy bills and Co2 emissions The sale of slate tiles from the fixtures of the original building (Isambard House) to be used by a member of the public on a project. Recycling rather than sending to landfill	1	1	1	1	1

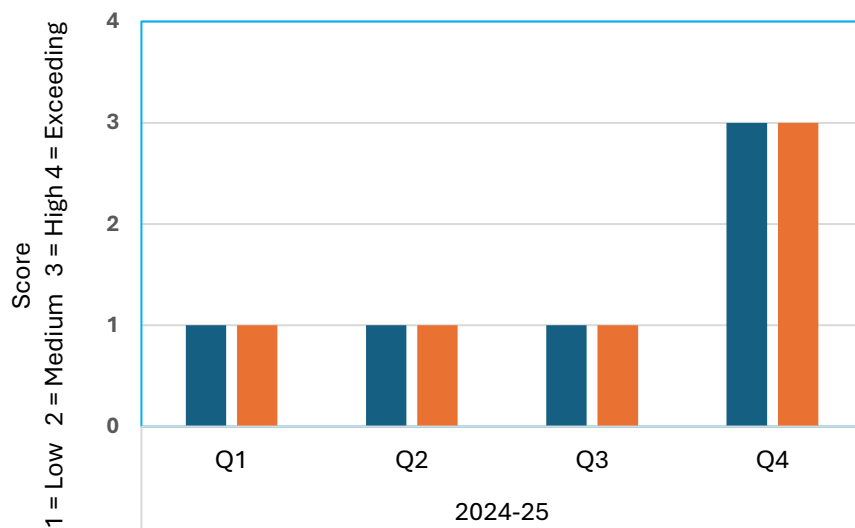
Business Plan
Strategic Priority 5 - Climate Emergency
Aims of the Station Sub Committee



- To continue to support external groups with free use of Isambard House (in line with the Hire Policy) where their purpose is climate change and environmental matters
- To lead by example by Isambard House being well insulated when refurbished with further investments to install Solar PV and Water Systems to assist in reducing energy bills and Co2 emissions

Strategic Priority 6 - Recreation and Leisure		Aims of the Station Sub Committee	What does success look like?	Actions	Live Score (1 = Low 2 = Medium 3 = High 4 = Exceeding)	2024-25			
						Q1	Q2	Q3	Q4
	To continue to provide, improve, and support in Saltash, play parks, open green spaces, library service, cultural activity, leisure and support facilities, and to acknowledge our unique position on the Tamar and Lynher Rivers.	Increase cultural activity by providing a restored historical building (Isambard House) to hold events offering low rates to hire the building	Increased cultural activities at Isambard House Increased event hire Improved promotion of the historical nature and restoration of Isambard House	Effective promotion and advertising of the station building and its restoration Host community events which are free or low-cost that offer an invitation to local residents to explore and enjoy the building Maintain an engaging website and social media profile with regular updates, photos, and event announcements Installed high end kitchen to improve the facility to hirers Provided SEA free use of Isambard House to host a film night - climate scam (we recognise this action also meets strategic priority 5) A further Murder Mystery Event promoted and well attended in February (we recognise this action also meets strategic priority 1) CC hiring Isambard House Jan-Feb for English lessons for Afghan refugees (we recognise this action also meets strategic priority 1) Collaboration with key stakeholders to deliver an event for Rail 200 (early planning stage) (we recognise this action also meets strategic priority 1)	1	1	1	1	3
		Create an annual events calendar to better utilise the building	A fully operational and cohesive events calendar Improved promotions and outreach and communications	Maintain an engaging website and social media profile with regular updates, photos, and event announcements Plan a mix of events incorporating historical holidays, community festivals and art exhibitions	1	1	1	1	3

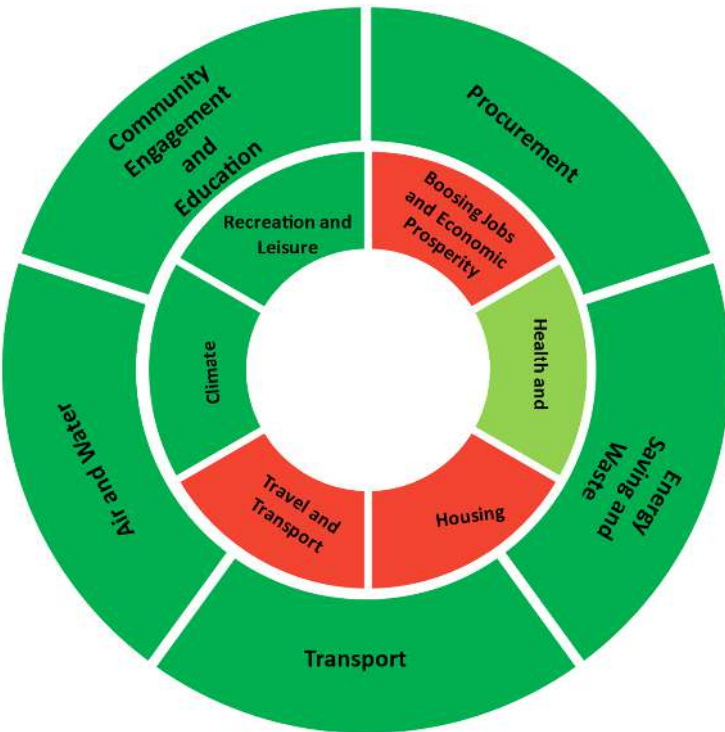
Business Plan
Strategic Priority 6 - Recreation and Leisure
Aims of the Station Sub Committee



- Increase cultural activity by providing a restored historical building (Isambard House) to hold events offering low rates to hire the building
- Create an annual events calendar to better utilise the building

Project: Wilding and Wildflower Town Areas

Date of Assessment: 21.10.2024



How is the project scored?

The **outer ring** scores the project against the climate strategy impact.

1	Long lasting negative impact
2	Short term or limited negative impact
3	No known Impact
4	Short term or limited positive impact
5	Long lasting positive impact

The **inner ring** scores the project against the Business Plan Deliverables.

Low	1
Medium	2
High	3
Exceeding	4
Not applicable	0

1	2	3	4	5
Long lasting NEGATIVE Impact	Short term or limited NEGATIVE Impact	No known Impact	Short term or limited POSITIVE Impact	Long lasting POSITIVE Impact

Climate Strategy - Project Impact Assessment v3

Scores should be the best estimate and will be fed into the decision wheel for attachment to the project records. Not all sections will apply. Select and score 3 no known impact if this is the case.
At the end of the form you are asked to score the project against the Business Plan Deliverables.

* Required

* This form will record your name, please fill your name.

The Project

1

What is the name of the project? *

2

Describe the project. *

Procurement

Projects involving procurement should ensure that the local authority supply chain is assessed to ensure that carbon emissions are minimised. The procurement strategy should be checked and followed.

3

Does the project require procurement? *

☐ Yes

☐ No

4

Have you checked the supplier for their estimated carbon emissions for the purchase? REMEMBER when purchasing lights/appliances that low carbon should be a priority. *

☐ Checked and recorded the information.

☐ Checked but the information is not available.

☐ Not checked - record why you have not checked in the next question.

5

Procurement - why you haven't checked the carbon emissions for the purchase.

6

Are you using local suppliers? Use of local suppliers minimises transport costs (and emissions) and supports the local economy. There should be a valid reason for not using a local supplier. *

☐ Yes

☐ No - record why you are not able to use local suppliers in the next question.

7

Procurement - why you are unable to use local suppliers for this purchase.

6

What is the likely impact of the procurement decisions made on carbon emissions? Where no procurement or no known impact score 3. *

1	2	3	4	5
Long lasting NEGATIVE impact	Short term or limited NEGATIVE impact	No known impact	Short term or limited POSITIVE impact	Long last POSITIVE impact

1	2	3	4	5
---	---	---	---	---

Energy saving and waste reduction

- Require and enable energy saving behaviour by all council staff.
- Require the integration of renewable energy such as solar thermal, PV or heat pumps in local authority owned buildings where permitted.
- Cut council's paper wasted by offering papers electronically.
- Minimize waste by recycling, reusing or repairing where possible.

9

Does the project involve implementing energy saving and waste reduction measures? *

☐ Yes

☐ No

10

Does the project require council staff to be trained in energy saving behaviour? *

☐ Yes

☐ No

11

Does the project involve integrating renewable energy sources in local authority buildings? *

☐ Yes

☐ No

12

Reducing paper waste - will documents be distributed electronically? *

☐ Yes

☐ No - record why you are unable to distribute documents relating to the project electronically in the next question.

13

Reducing paper waste. Why are you unable to distribute documents relating to the project electronically?

14

Is waste being minimised by recycling, reusing or repairing where possible? *

- ☐ Yes
- ☐ No - if you are unable to recycle/reuse or repair record why in the next question.
- ☐ Not applicable

15

Energy saving and waste reduction. Why are you unable to recycle/reuse or repair items?

16

Are measures in place to ensure fresh water is not wasted? (For example installation of water butts to collect rainwater that could be used for watering.) *

- ☐ Yes
- ☐ No
- ☐ Not applicable

17

What is the likely impact of the decisions made on carbon emissions? Where no known impact score 3. *

1	2	3	4	5
Long lasting NEGATIVE impact	Short term or limited NEGATIVE impact	No known impact	Short term or limited POSITIVE impact	Long last POSITIVE impact

1	2	3	4	5
---	---	---	---	---

Transport

- Deliver a transition of the town council's own fleet to electric.
- Encourage car sharing and the use of alternative forms of public transport.
- Introduce measures to encourage cycling and walking.
- Support and promote schemes that enhance public transport.

18

Does the project involve refreshing or adding to the council fleet of vehicles? *

- ☐ Yes
- ☐ No

19

Does the project encourage car sharing or use of alternative forms of public transport? *

- ☐ Yes
- ☐ No

20

Does the project include measures to encourage cycling and/or walking? *

- ☐ Yes
- ☐ No

21

Does the project support and promote schemes that enhance public transport? *

- ☐ Yes
- ☐ No

22

What is the likely impact of the decisions made on carbon emissions? Where no known impact or this section does not apply score 3. *

1	2	3	4	5
Long lasting NEGATIVE impact	Short term or limited NEGATIVE impact	No known impact	Short term or limited POSITIVE impact	Long last POSITIVE impact

1	2	3	4	5
---	---	---	---	---

Air and water quality

- Increase planting on town council managed land to improve air quality, biodiversity and help mitigate climate change issues.
- Improve air quality in town council offices and buildings by use of plants that improve it.
- Highlight and campaign for improvements in air and water quality.
- Develop and implement strategies to prevent flooding and consider water capture to reduce water usage.

23

Does the project increase planting on town council owned land? *

☐ Yes

☐ No

24

Does the project involve the introduction of plants in council offices and buildings to improve the air quality? *

☐ Yes

☐ No

25

Does the project highlight and/or campaign for improvements in air and water quality? *

☐ Yes

☐ No

26

Does the project develop and implement strategies to prevent flooding and/or capture water to reduce water wastage? *

☐ Yes

☐ No

22

What is the likely impact of the decisions made on carbon emissions? Where no known impact or this section does not apply score 3. *

1	2	3	4	5
Long lasting NEGATIVE impact	Short term or limited NEGATIVE impact	No known impact	Short term or limited POSITIVE impact	Long lasti POSITIVE impact

1

2

3

4

5

Community engagement and education

- Support small and medium business enterprises to access funds and expertise for reducing carbon pollution.
- Encourage healthy eating awareness.
- Promote public transport opportunities.
- Promote an active lifestyle.
- Promote and support climate friendly initiatives.
- Collaborate with other agencies to deliver these goals.
- Monitor national policies and trends and seek out grants to help fund the above activities.

36

Does the project support small and medium enterprises - signposting to funds and expertise for reducing carbon pollution? *

☐ Yes

☐ No

37

Does the project encourage healthy eating awareness? *

☐ Yes

☐ No

38

Does the project promote public transport opportunities? *

☐ Yes

☐ No

39

Does the project promote an active lifestyle? *

☐ Yes

☐ No

40

Does the project promote and support climate friendly initiatives? *

☐ Yes

☐ No

33

Is there collaboration with other agencies to deliver these goals? *

- ☐ Yes
- ☐ No

34

Are national policies and trends being monitored and grants being sought to help fund the community engagement activities in this project? *

- ☐ Yes
- ☐ No - if grants are not being sought to help fund this project record why in the next question.

35

Community engagement and education projects. Why are grants not being sought to help fund this project?

36

What is the likely impact of the decisions made on carbon emissions? Where no known impact or this section does not apply score 3. *

1	2	3	4	5
Long lasting NEGATIVE impact	Short term or limited NEGATIVE impact	No known impact	Short term or limited POSITIVE impact	Long last POSITIVE impact

1

2

3

4

5

Monitoring

37

How will you monitor the projects impact on climate change and achieving the aims set out in this document? *

Has a significant impact on climate change been identified from this assessment?

If there is an unavoidable significant impact attach an explanation for proceeding with the project to this assessment.

Does the project impact on climate change in any other way?

33

Enter details of any other impact on climate change. If no other impact please state this. *

Business Plan

Please score the project against the Business Plan Deliverables

39

How does the project score against the Business Plan Deliverables? *

	Low (1)	Medium (2)	High (3)	Exceeding (4)	Not applicable
Boosting Jobs and Economic Prosperity	☐	☐	☐	☐	☐
Health and Wellbeing	☐	☐	☐	☐	☐
Housing	☐	☐	☐	☐	☐
Travel and Transport	☐	☐	☐	☐	☐
Climate Emergency	☐	☐	☐	☐	☐
Recreation and Leisure	☐	☐	☐	☐	☐

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