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[Draft] Fw: \*IMPORTANT\* Saltash Town Council - Isambard House Final Account

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From

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**From:** Sinead Burrows <sinead.burrows@saltash.gov.uk>  
**Sent:** Friday, September 05, 2025 07:18  
**To:** i.newcombe@baileyp.co.uk <i.newcombe@baileyp.co.uk>  
**Subject:** Fw: \*IMPORTANT\* Saltash Town Council - Isambard House Final Account

Good Morning Ian

I hope all is well with you.

I'm pleased to confirm that Saltash Town Council and Cormac have reached an amicable agreement regarding the final account. On that basis, I kindly ask that Bailey Partnership now proceed with completing the final account and any associated documentation, in line with the agreement detailed below.

I understand that this work is covered within the fees previously paid by the Town Council. However, if this is not the case, please advise before proceeding further.

Please note that I will be on leave from this evening, returning on 22 September. I am hopeful that this matter can continue to progress in my absence.

Many thanks

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**From:** Sinead Burrows <sinead.burrows@saltash.gov.uk>  
**Sent:** Friday, September 05, 2025 07:09  
**To:** Jerry Cobb <Jerry.Cobb@cormacltd.co.uk>  
**Subject:** Re: \*IMPORTANT\* Saltash Town Council - Isambard House Final Account

Good Morning Jerry

Thank you for your positive response — it is much appreciated.

I can confirm that the Station Property Sub Committee has resolved to approve, in principle, the verbal final settlement offer, subject to the Town Clerk receiving written confirmation from Cormac. This will then be circulated to Members for final approval.

On that basis, I can now confirm that Members have approved Cormac's final settlement offer, leaving Saltash Town Council with a remaining balance of **£8,625** payable to Cormac.

I will now inform Bailey Partnership to proceed with completing the final account and any associated paperwork with yourselves.

Please note that I will be on leave from this evening, returning on 22 September. I am hopeful that this matter can continue to progress in my absence so that we remain on track.

Many thanks

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**From:** Jerry Cobb <Jerry.Cobb@cormacltd.co.uk>  
**Sent:** Friday, August 29, 2025 17:43

**To:** Sinead Burrows <sinead.burrows@saltash.gov.uk>

**Subject:** RE: \*IMPORTANT\* Saltash Town Council - Isambard House Final Account

Information Classification: PUBLIC

Good afternoon Sinead,

Thank you for below and apologies for the delay in replying, I know a reply was requested yesterday.

Financially we would offer to meet at a 50:50 split. Cormac will agree to a final balance payable to Cormac of £8,625, leaving STC with the remaining balance of £8,625.

From the email below it would appear that the reasons for the crack are not clear. It is understood why the specification has been referred to but for the reasons below and the detail that as the slab is only just over the specified size we would not advise the screed is replaced.

In brief the floor is made up of 4 different layers, reinforced concrete, a layer of insulation, first screed layer, and then a final screed layer that encapsulates the floor heating pipes. Each layer is separated by a membrane. The fact there is a crack inducer beneath the crack in the floor is entirely coincidental and has not contributed the crack in the floor in any way. The specification and distances between the expansion gaps will make little difference if any to the crack appearing where it has.

Through extensive discussions, surveys and noted by my colleague from our structure division the crack has formed between the area the heating pipes 'return'. The heating pipes turn 90 degrees for 100 mm and the 90 degrees again. Where the crack has formed is between the two different heating zones, i.e. the small area where there is no heating pipe beneath it. Once the heating had completed a few cycles that was when the crack formed with the pipes in effect gripped the screed while cooling, pulling the screed from each side forming the crack. It may be that on the survey conducted by Mr Barron he did not have the advantage of viewing the bottom screed and visible heating pipes while the crack was open.

Above is only to highlight that the heating pipes need to be taken into account should a new screed floor solution be considered.

The staining to the tiles is noted, we did at the time spend several days applying and rubbing the affected areas with brick acid but we do accept the attempt was not successful as we would have liked.

Many thanks

Jerry

Jerry Cobb | Project Manager

Cormac Solutions Ltd | Cormac Infrastructure Operations.

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**European Union**  
European Regional  
Development Fund



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**From:** Sinead Burrows <sinead.burrows@saltash.gov.uk>

**Sent:** 27 August 2025 16:19

**To:** Jerry Cobb <Jerry.Cobb@cormacltd.co.uk>

**Cc:** Sophie Phillips <Sophie.Phillips@cormacltd.co.uk>

**Subject:** Re: \*IMPORTANT\* Saltash Town Council - Isambard House Final Account

**Importance:** High

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Afternoon Jerry

Hope all is well your end.

We remain without a final agreement between both parties, which continues to be frustrating and increasingly time-consuming from an officer perspective. I'm sure you would agree that this is becoming costly in terms of staff time.

A Station Property meeting is scheduled for tomorrow evening, during which this matter will be discussed further.

Advice from the Town Council's Building Surveyor indicates that the only appropriate resolution to address the unsightly floor cracking is to remove the affected section and lay a new floor with additional movement joints. While this would be disruptive to the Town Council and result in some discolouration of the area, it would also be financially significant for Cormac.



In light of this, Saltash Town Council considers its counteroffer of **£15,000** to be fair and reasonable. This would leave a final balance of **£2,250** payable to Cormac.

If this position is not favourable to Cormac, we would welcome your advice on how best to move forward amicably, in order to avoid further costs and delays for both parties.

Please note, this proposal does not include rectification of the staining to the roof tiles, which Saltash Town Council has no other option but to accept as is—although this is far from ideal.



Look forward to hearing from you at your earliest opportunity.

Many thanks



**Sinead Burrows**  
**Town Clerk / Responsible Finance Officer, Saltash Town Council**

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# SALTASH 2025 MARKET



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