

# NOTES

<b>Meeting:</b>	Saltash Town Team - Guildhall / Virtually
<b>Date and Time:</b>	Monday 12 January 2026 - 5.15 pm

<b>Present:</b>	<b>Title/Representing:</b>
C Bailey (CB)	CEPL12
R Bickford (RB)	CEPL12
P Cador (PC)	Cornwall Council
H Frank (HF)	Cornwall Council
S Gillies (SG)	Chairman of Town Vision
K Johnson (KJ)	Cornwall Council
S Martin (SM)	Vice Chairman of Town Vision (reserve)
S Miller (SM)	Chamber of Commerce
M Richardson (MR)	Consultant
B Samuels (BS)	Saltash Town Council
B Stoyel (BST)	Saltash Town Council
C Thomson (CT)	Cornwall Council Community Link Officer

<b>Apologies for absence:</b> S Baker and P Ryland
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Item	Key / Action Points:	Action by:
57	<b><u>Apologies.</u></b>  P Ryland (Chairman), P Cador (Cornwall Council), S Baker (Chamber of Commerce Reserve)	
58	<b><u>Health and Safety Announcements.</u></b>  The Chairman informed those present of the actions required in the event of a fire or emergency.	
59	<b><u>Public Questions - A 15-minute period when members of the public may ask questions of the Saltash Town Team.</u></b>  None received.	
60	<b><u>To receive the notes of the Town Team meeting held on 13 October 2024 as a true and correct record.</u></b>  It was proposed by BS, seconded by RB, and resolved that the notes of the last meeting are a true and accurate record.	

61	<p><b><u>To receive the latest Town Team funding statement and consider any actions.</u></b></p> <p>Members were reminded by the Town Clerk that the deadline date to use the remaining ring-fenced s106 funds is April 2027.</p> <p>Members noted the funding statement.</p>	
62	<p><b><u>To receive an update on the town leaflet and maps for information boards and consider any actions and expenditure.</u></b></p> <p>RB advised that the working group now feel comfortable to share the town leaflet and map, this has taken some time to get right, and any further changes will come at a cost, although they appreciate this may not have been the finished article. The working group Members asked for Town Team Members feedback.</p> <p>Much discussion was had and suggestions were made, such as, ensuring the text relating to the walks is correct, inclusion of Churchtown Farm on the map, and an arrow pointing in the direction to China Fleet.</p> <p>BS thanked the working group and hoped to see the finished product soon to coincide its publication with the ferry service that starts up again in April.</p>	
63	<p><b><u>To receive a final report on the extended Saltash markets and consider any actions and associated expenditure.</u></b></p> <p>P Cador joined the meeting.</p> <p>Members discussed the report and the cancellations due to adverse weather conditions, BS questioned who is responsible for deciding if the market would proceed if bad weather was expected.</p> <p>BS confirmed that the Town Clerk as the RFO would have the ultimate decision on behalf of the Town Council, however it was noted that Diverse Events insurance cover would only be valid up to certain wind speeds.</p>	

	<p>Members agreed that future communications regarding contractor appointments must clearly outline the Town Team's expectations from the outset.</p> <p>It was proposed by BS, seconded by SM noting the updates regarding the funding and the delivery of the additional markets from September to December 2025, and noting the successful completion and closure of the project. Further to this, Members requested the Development and Engagement Manager to submit the final claim to Cornwall Council.</p>	
64	<p><b><u>To receive an update from the working group on the future of the Saltash markets and to consider any actions and associated costs.</u></b></p> <p>It was noted that the working group has not yet convened to discuss the future of the markets following the end of funding.</p> <p>It was proposed by BST, seconded by RB and all Members agreed that the working group expand to include Chris Bailey, Richard Bickford, Peter Ryland, Steve Miller, and Brenda Samuels, will meet before the next Town Team meeting on 9 February. The group will consider associated costings and feedback from Diverse Events (Brenda offered to obtain the information from DE), addressing the following points:</p> <ol style="list-style-type: none"> <li>1. Contingency for adverse weather (e.g., provision of an indoor venue);</li> <li>2. Comprehensive insurance offering greater flexibility without compromising health and safety;</li> <li>3. Focus on farmers' markets featuring locally sourced produce;</li> <li>4. Reduction in stall numbers to avoid road closures.</li> </ol> <p>The aim is to establish a sustainable market model for Spring, aligning with the start of the ferry service and leaflet publication.</p>	

	A report from the working group will be presented at the Town Team meeting on 9 February.	
65	<p><b><u>To receive a report on the next steps of the feasibility study and consider any actions and associated expenditure.</u></b></p> <p>MR provided a summary of the meeting held prior to the Christmas break for those unable to attend, noting that the results of the Feasibility Study were encouraging and demonstrated strong trader interest in supporting Saltash.</p> <p>It was proposed by BS, seconded by SG and unanimously agreed that the next step would be to arrange a traders meeting, showcasing current initiatives, future budgets, funding opportunities, and volunteer involvement.</p> <p>MR offered to facilitate this meeting at no additional cost to Town Team, working alongside the Chairman and Town Clerk, should Members wish to proceed. Members confirmed that this should take place.</p> <p>Members shared initial ideas for the traders' meeting, including:</p> <ul style="list-style-type: none"> <li>• Venue: Guildhall, with welcome drinks at 5:30pm and the meeting commencing at 6:00pm;</li> <li>• Presentation of the Feasibility Study findings;</li> <li>• Discussion on maintaining Saltash as a sustainable town, considering budget and funding constraints, volunteer shortages, and networking opportunities;</li> <li>• Support from Saltash Town Council for publicity, with Members assisting in leaflet distribution to ensure everyone is aware a meeting is taking place;</li> <li>• Inclusion of local police to provide an update on measures addressing anti-social behaviour;</li> </ul>	

	<p>It was proposed by BS, seconded by SG and agreed to delegate planning of the traders' meeting to the Chairman, Town Clerk, and MR, with a proposed date at the end of March. A detailed plan will be presented to the Town Team at the meeting on 9 February for consideration prior to proceeding.</p> <p>It was proposed by BS, seconded by SG to approve submission of the Saltash BID Feasibility Study Report, prepared by MR, to Cornwall Council as part of the funding claim. This submission will include the agreed next steps outlined above.</p>	
66	<p><b><u>To consider Town Team longer term goals/ambitions and consider any actions and associated expenditure.</u></b></p> <p>Members agreed to await the outcomes of both the markets working group meeting and the traders' meeting before discussing longer-term goals and ambitions, as these meetings are considered critical to shaping future plans.</p>	
67	<p><b><u>A.O.B</u></b></p> <p>RB suggested inviting Will Glassup, Highways Manager, back to Saltash to conduct another walk-around audit of the town, noting that previous audits had been highly productive.</p> <p>Members agreed this would be beneficial, and RB will email Will Glassup to arrange the visit. It was acknowledged that works relating to Storm Goretti will understandably take priority.</p> <p>RB confirmed he will keep Members updated and share the invitation once confirmed, should others wish to attend.</p> <p>SG informed Members about the Cornwall-based loyalty scheme, the Pard Card, which offers businesses a free way to connect with local customers and build a dedicated customer base by rewarding loyalty with discounts and offers.</p>	

	<p>Pard Cards cost £12 per year to the customer, providing access to discounts across Cornwall.</p> <p>It was noted that there are currently no Pard Card-affiliated businesses in Saltash.</p> <p>Further information is available at: <a href="http://www.pardcard.com">www.pardcard.com</a></p> <p>Members agreed this initiative aligns well with HF's work and should be explored further, alongside the Saltash Card project currently under review by the Chamber of Commerce reporting back at the next Town Team meeting.</p>	
68	<p><b><u>Date of Next Meeting: 9 February 2026</u></b></p> <p>Date of Next Meeting: 9 February 2026</p> <p>End of Meeting:18.23</p>	