# SALTASH TOWN COUNCIL

Annual Report 2021-2022



















## A WARM WELCOME FROM THE MAYOR OF SALTASH



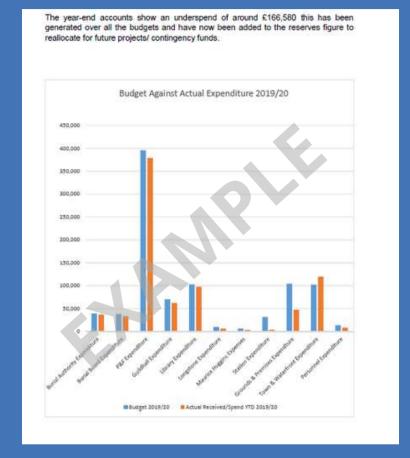
Text to be provided from the Mayor of Saltash 2021-2022 Cllr P Samuels



### YOUR MONEY MATTERS

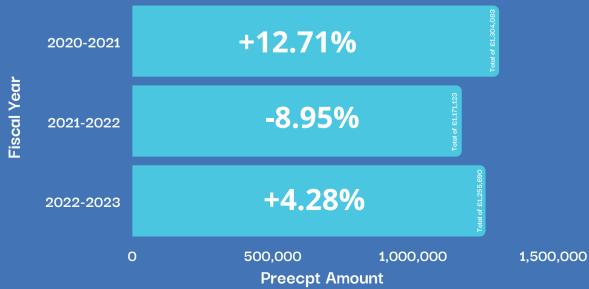
How your council tax contributes to your Community

Text to be included in here from the P&F Committee Chairman and Vice Chairman



Saltash Town Council hold budget and precept meetings annually to determine the amount that is necessary to maintain services that residents would rightly expect. The Council strives to continue to improve efficiencies in the way it operates.

The graph and data below shows the past three years precepted figures and percentage increase and decrease rates.



### YOUR COMMUNITY

Did you know Saltash Town Council invites the local community to apply for two types of

**Grants - Community Chest and Festival Funds** 

"If you have all your facts to hand and have read the criteria, it's painless to apply and the reward was a joy."' - Forder CCA

> 'The Friends of Tincombe found Saltash Town Council to be helpful, encouraging and efficient when making our funding application.'

Saltash Town Council are proud to have awarded the following Grants:

#### **Community Chest Grants**

Saltash United Juniors FC - £970

Coombe Woods Regeneration Project - £700

Sue Hooper Charitable Foundation - £700

Forder Conservation & Community Association - £1,000

Saltash Amateur Boxing Club - £1,000

#### Festival Funds

Royal British Legion Saltash - £700

'The Foundation has been very grateful for the funding received from the Council for various projects which has enabled the local community to participate in all the musical and dramatic projects staged over the years.'

- The Sue Hooper Charitable Foundation

To find out more read our Grants Policy here: https://www.saltash.gov.uk/edit/stuploads/8193\_435536206.pdf Apply using our application forms here: https://www.saltash.gov.uk/forms.php

#### Case Study - Friends of Tincombe

Festival Fund to hold Tincombe Tea Party

Friends of Tincombe were awarded money from the festival fund to hold a tea party for the community on Tincombe green. The free event will involve live music, activities for children and stalls with local crafts. The community group asked for funding to pay for the live music, toilet facilities, road closure fees and health and safety requirements of staging such an event. Further funding was sought and sponsorship received from local companies. Cornwall Council's Street works team supported the group in assisting with risk assessments and event management plans. This really was a community effort!

The event was a great success with approx. 1000 people enjoying the day.



Text to be included in here from the Chairman and Vice Chairman Personnel







### YOUR SERVICE DELIVERY DEPARTMENT

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Our easy to use service delivery page on the Town Council's website provides you with the latest jobs the team have undertaken and also allows the community to report any concerns identified in the town. You can find it here: https://www.saltash.gov.uk/service\_delivery.php

## YOUR

## COMMUNITY



### Churchtown Cemetery



The Burial Authority is a full council committee. It is chaired by Cllr Jean Dent with Cllr Brenda Samuels as vice chair.

It looks after the cemetery at the top of Farm Lane opposite St Stephen's Church and the allotments at the far end of the area, meeting when necessary.

Our Service Delivery Team are responsible for keeping the area in the wonderful state that you see it in!

They also supervise burials.

Recent activity includes offering memorial benches and roses to the public. If you need further information please contact the Guildhall or visit our website:

https://www.saltash.gov.uk/churchtowncemetery.php

### Joint Burial Board

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### Allotments



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

Saltash Town Council oversees three allotment sites - Fairmead, Grenfell and Churchtown.

We currently have waiting lists for all three sites. If you would like to be added to our waiting list please email enquiries@saltash.gov.uk.

### Useful Information.....









#### **Facilities to Hire**

Saltash Town Council has facilities to hire with great rooms for hire to hold a variety of events. The rooms can be hired for meetings, dance classes, birthday parties, exhibitions, family celebrations, local fundraising events. Check out our website to find out more:

https://www.saltash.gov.uk/facilitiesforhire.php

#### **Schedule of Meetings**

Saltash Town Council recently approved the Town Councils Schedule of Meetings Calendar for the year 2022-2023.

The schedule can be found on the Town Council website https://www.saltash.gov.uk/council.php

Town Council meetings are held in the evenings at The Guildhall and are open to the public and press. Agendas are published on the website, social media and noticeboards three clear working days before each meeting.

Any member of the public requiring to put a question to the Town Council must do so 24 hours prior to the meeting by email enquiries@saltash.gov.uk or by letter to the Acting Town Clerk, The Guildhall, 12 Lower Fore Street, Saltash PL12 6LW.

All residents are encouraged to attend and listen to the debate and what decisions are being made for the town.

#### **Committee Organisational Structure**

On the Saltash Town Council website you can find the Committee Organisational Structure all the committees, sub committees and working groups within the Council and their Membership, including an easy to follow flow chart of the parenting committees that oversee them

https://www.saltash.gov.uk/council.php

### **Meet Your Councillors**



**Cllr Richard Bickford** r.bickford@saltash.gov.uk



**Clir Jon Foster** j.foster@saltash.gov.uk



Cllr Rachel Bullock r.bullock@saltash.gov.uk



**Cllr Matt Griffiths** m.griffiths@saltash.gov.uk



**Cllr Gloria Challen** g.challen@saltash.gov.uk



Cllr Sheila Lennox-Boyd s.lennox-boyd@saltash.gov.uk



**Cllr Lewis Challen** l.challen@saltash.gov.uk



**Cllr Jean Dent** j.dent@saltash.gov.uk



**Cllr Sarah Gilles** s.gillies@saltash.gov.uk



**Cllr Sarah Martin** s.martin@saltash.gov.uk



**Cllr Julia Peggs** j.peggs@saltash.gov.uk



**Clir Pete Samuels** p.samuels@saltash.gov.uk



**Cllr Steve Miller** s.miller@saltash.gov.uk



**Cllr Brenda Samuels** 



**Cllr David Yates** b.samuels@saltash.gov.uk d.yates@saltash.gov.uk



**Cllr Brian Stoyel** b.stoyel@saltash.gov.uk

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

### WORKING IN PARTNERSHIP FOR THE PEOPLE OF SALTASH

Text from Devolution / Town Vision / Planning and Licensing

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Saltash Leisure Centre

#### **Meet Your Cornwall Councillors**

TREMATON & LANDRAKE

AWAITING IMAGE

Councillor
Martin Worth
cllr.martin.worth@cornwall.gov.uk

**TAMAR** 

AWAITING IMAGE

Councillor
Sheila Lennox-Boyd
cllr.sheila.lennox-boyd@cornwall.gov.uk

**ESSA** 

AWAITING IMAGE

Councillor
Hilary Frank
cllr.hilary. frank@cornwall.gov.uk

# DID YOU KNOW

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

#### Saltash Town Council

Saltash Library
Saltash Public Toilets
Allotments
Planning and Licensing
Events
Open Spaces
Public Right of Ways
Pontoon
Seagull Bags
Burials and Memorials

#### **Cornwall Council**

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

### THE FUTURE

#### Climate Change & Environmental Working Group

#### Saltash Neighbourhood Plan

#### Saltash Library Hub

After a difficult time through which Saltash Library continued to serve the people of Saltash, we are now open and coming back to being able to offer all the activities that we are renowned for. There is an ever-increasing Facebook following, interaction with local schools and businesses and hub activities galore. Look out for the Science Fair in March.

We mustn't forget our core business of providing reading materials. Be it fiction, nonfiction, newspapers, magazines and the ability to find and order almost any book that the library service in the whole of Cornwall has in stock! We are looking forward to future works to upgrade our listed building.

#### Isambard House

#### Saltash Team for Youth

We are pleased to have successfully increased the budget for the tendering of professional youth work in the 2022 / 23 financial year by 25% to £50,000. Our plans for next year also include expanding the membership of the group to increase our understanding of the issues young people face to inform the actions we take. We will also be working with the Services Team to carry out a mapping of existing play provision to identify where improvements need to be made.



### KEEP AN EYE OUT FOR OUR COMMUNITY SURVEYS

Saltash Town Council run community surveys via Survey Monkey. In completing a short survey you are assisting Saltash Town Council in the decisions they make on behalf of the residents and community of Saltash.

### THE TEAM



#### Administration Department

Behind every great Council is a hardworking Administration Department. Comprising of the Town Clerk / RFO, Deputy Town Clerk, Senior Policy and Data Compliance Monitoring Officer, Administration Officer, Planning and General Administrator and the Mayor's Secretary / Receptionist.

This small but dedicated team are on hand to assist and support the Members of the Council, residents of Saltash and it's community. The Administration Department proudly supports and undertake any works instructed by the Council from the resolutions from committee meetings.

#### Service Delivery Department

The SD Team comprises of the Manager, Assistant Manager, six Service Delivery General Assistants, a Cleaner/ Caretaker and Casual Caretaker. They carry out works across the Town including but not limited to Pontoon Management, various Grounds Maintenance throughout the town and surrounding areas and General Maintenance on all Saltash Town Council buildings and assets.





#### 💹 Saltash Library Hub

Saltash Library Hub has so much to offer to the community of Saltash. It is not possible to list the entire service here so what better way to learn about the library than seeing it for yourself.

The Community Hub Team Leader - Dave Orton and his team would be more than happy to tell you all about the services of Saltash Library and include what the future plans for the Library will look like for the Council and its community.

#### Finance Department

The Finance Department comprises of the Finance Officer and Finance Assistant. The Responsible Finance Officer (RFO) is the Town Clerk. The financial processes involve dealing with payments, receipts, sales invoices, purchase orders, processing of purchase invoices, payroll, VAT returns and regularly monitoring the Council's income and expenditure against the approved budgets, year-end internal and external audits, annual governance and accountability return (AGAR), assist the Council in setting the budget and precept, making the Councils financial management completely transparent. The Finance Department has a rigorous system of internal controls to ensure the council accounts for all financial transactions adequately and effectively in line with the local council practitioners guide and financial procedures/policies of the Council to minimise theft and fraudulent activity. All procurement ensures public funds are used in an economic and efficient manner to ensure the best possible value for money.



















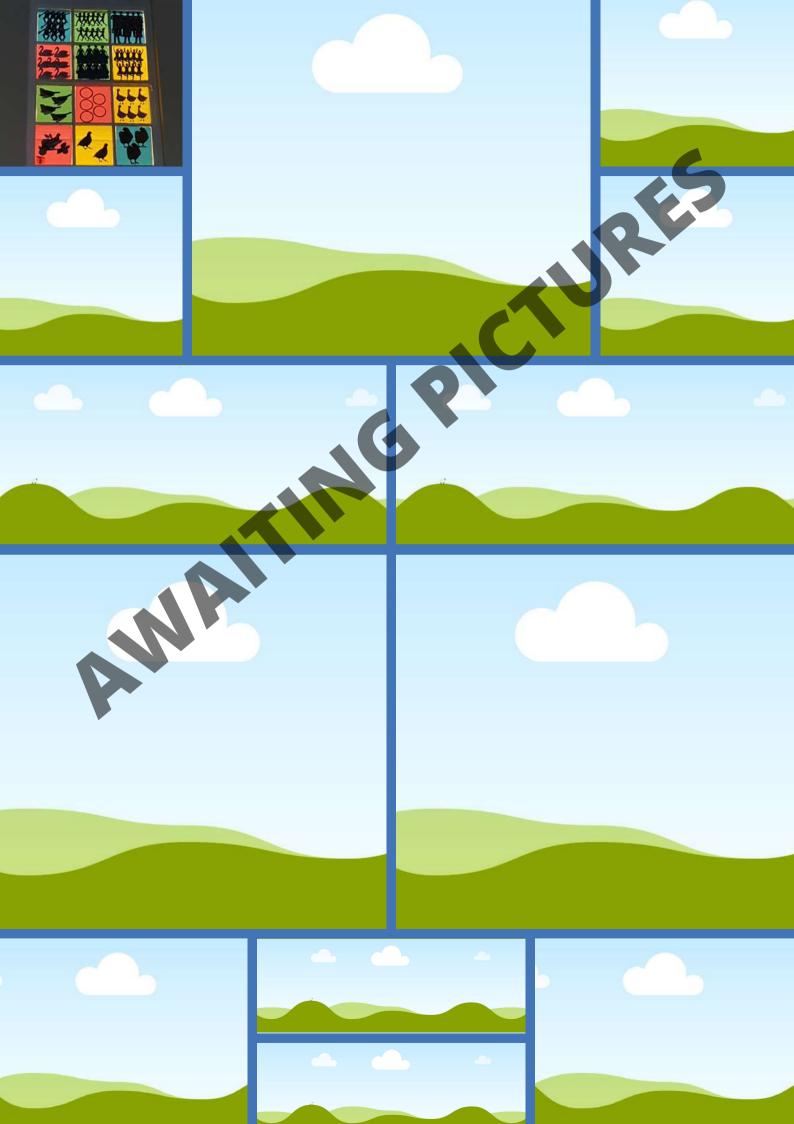














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- @SaltashTC
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