



Ms S Burrows
Acting Town Clerk
Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
Cornwall
PL12 6JX

Your ref:

My ref: Saltash/TVF/GOL2

Date: 25/03/2022

Sent by e-mail: sinead.burrows@saltash.gov.uk

Dear Ms Burrows

**Saltash – Re-issue of Confirmation of Grant Award
Town Vitality Funding from the Town Centre Revitalisation Fund**

This letter is a re-issue of the previous grant offer letter dated 01/03/2022 allowing for the requested extension of time for Saltash Town Council to accept the funding offer detailed below and the terms and conditions that accompanies this letter.

I write following your application dated 7 April 2021 in connection with £84,000 of support to Saltash Town Council (the “Recipient”) to provide a Saltash Community Space – a new green realm in the retail heart of the town project.

Cornwall Council has the ambition to show that town development proposals can stimulate town centre activity and put Cornish towns at the forefront of future government funding programmes, by ensuring our communities are best placed to successfully bid for money as and when it becomes available. Towns with functioning Town Teams or Place Shaping Partnerships, with a strategy and plan for town centre investment will lead the path for town renewal and vitality. This Town Vitality Funding is to help towns across Cornwall take forward development work to advance plans that will improve the economic, social and environmental revitalisation of their Town Centres.

Cornwall Council will commit to providing Eighty Four Thousand Pounds (£84,000) of support from the **Town Centre Vitality Fund** to the Recipient to provide immediate capacity to commission and develop a Saltash Community Space – a new green realm in the retail heart of the town covering the following:

1. Commission consultants to carry out an assessment of possible sites, interrogating data on a range of factors including location, size, land ownership, accessibility, viability and synergy with the town's retail centre.
2. To hold a charrette (or similar public consultation event(s)) with conceptual designs of the proposals for the various uses of the agreed site.
3. Following the outcome of the public consultation commission appropriate consultants, with local knowledge, to prepare amended conceptual designs and Feasibility study to include: -
 - a) Transport and traffic survey (engagement with Cornwall Council transport team required to include impact on current public transport arrangements (if any) and any TRO issues) and mapping of current and proposed pedestrian/cycle links to the preferred site.
 - b) Ground level survey, to include mapping of all underground services.
 - c) Valuation advice on land/property to be acquired (leasehold/freehold).
 - d) Structural engineering advice on design to include capability to accommodate secure water and electricity connection points.
 - e) Costing Analysis by Quantity Surveyor.
 - f) Environmental Consultation.
 - g) Consideration of all green/energy efficient ideas to enable carbon capture and support a Green Bounceback.
 - h) Consider all relevant issues relating to inclusivity and accessibility.
4. Upon determination of the suitable site, assess the various options for long term public land ownership in order to create an effective basis for the continued maintenance/management of the site, and the activities thereon, to ensure the long-term sufficiency.
5. Along with 4. above, to assess the potential funding for the scheme from the various sources available.
6. Throughout the process carry out continued public liaison based on a communication strategy agreed between the Town Team and Consultants.
7. Continued reference to the ideology that the site will: -
 - a) Enable regular markets to be held, driving footfall into the town centre.
 - b) Be the stage for events, promoting community cohesion and supporting wellbeing and civic pride.
 - c) Deliver a green space within the urban realm that will increase the town's tree canopy cover, turning grey to green.
 - d) offer enhanced facilities for outdoor relaxation.
 - e) Help establish a critical mass of activity that contributes to the retail heart of the town and ensures it remains 'bustling'.
 - f) Enable 'pop-up' sale of food and craft items, complementing the current offer and encouraging start-up businesses.
 - g) Give businesses in outlying industrial estates a central venue to showcase their offer.

- h) Offer the opportunity for market stall units to be used on 'non-market' days as incubator units for businesses.
- i) Ensure the town is gaining best value from available land.
- j) Assist in recovery from Covid 19
- k) Plays a role in reducing the number of car trips to Plymouth.
- l) Showcase the dramatic vistas of the town to encourage users to extend dwell time in the town centre.

On completion of the project, Saltash Town Council is to provide Cornwall Council with relevant and full copy documents relating to the Saltash Community Space – a new green realm in the retail heart of the town Project (deliverables) funded by the Town Vitality Fund.

We are pleased to confirm, therefore, your Cornwall Council Town Vitality Funding Grant of £84,000 (Eighty Four Thousand Pounds) for 2021/22. This grant is to cover revenue expenditure only.

On acceptance of Cornwall Council's offer, the Recipient will be bound by the terms and conditions of the Agreement. The Recipient will be accepting legal obligations and should consider taking independent professional advice before such acceptance.

The terms and conditions for this grant are attached to this Grant Offer Letter; if you consent to these terms and conditions, please return a signed copy of this letter, where indicated below, together with the Terms and Conditions, any other documents relating to the Grant Offer Letter, and provide the Town Council's bank details on the form below, to e-mail address vitalitytowns@cornwall.gov.uk. Please retain a signed copy for your own records.

Please provide the documentation requested in clauses 4.1.2, 8.1.1 and 8.1.4 of the Terms and Conditions so that we can process your grant payment. The remaining documentation itemised under clause 8 forms part of the defrayal and audit requirements which will be required after project commencement.

This Grant Offer Letter is valid for a period of thirty (30) days only from the date of the approval details above, unless agreed, in writing, by the Council.

The principal contact within the Economic Growth Service is Stephen Facer (Town Renewal Officer), stephen.facer@cornwall.gov.uk

Yours sincerely
Dhywgh hwi yn hwir



Emily Kent

Head of Economy, Skills and Culture
Penn Erbysieth, Sleyneith ha Gonisogeth
Economic Growth

Acceptance of the Grant Offer Letter [CC approved extension on the grant offer letter to 14th April 2022 to fit in with the Town Council meetings.](#)

1. The Recipient acknowledges receipt of the Grant Offer Letter dated **25/03/2022** and confirm the Recipient wishes to receive the Grant for support of the Project, which is conditional on meeting the terms and conditions attached to the Grant Offer Letter.
2. The Recipient has signed both the original and the duplicate of this Grant Offer Letter in the space indicated below.
3. The Recipient has signed this Grant Offer Letter in confirmation that the Recipient has read and understood the terms and conditions herein and understands the role and responsibility that Cornwall Council has in monitoring performance against delivery.

SIGNED for and on behalf of the

Grant Recipient
(Town Council)

Authorised Signature

Print Name

Position

Date

Recipient's Bank Account Details

Bank Name:

Account Number:

Sort Code:

Account Name:

Address: