

# SALTASH TOWN COUNCIL

Annual Report 2022-2023





# A warm welcome from the Mayor of Saltash



It has been my honour to serve as Mayor of Saltash for 2022-23. I have thoroughly enjoyed all the visits I have made, performances I have watched and events I have attended.

It has been a challenging year in many ways, the Town Council has supported, in whatever way we can those affected by the ongoing conflict in Ukraine, those close to home who have and continue to struggle in the current cost of living crisis and those still affected by the pandemic.

I would like to thank my wife Sarah who has supported me throughout the year as Mayoress, Deputy Mayor Councillor Julia Peggs and her husband Geoff Peggs as Deputy Mayor Consort and all my fellow Councillors for their support over the year. I would also like to thank the staff of Saltash Town Council who work hard to deliver services in challenging times.

My chosen local organisations to support for the year were Saltash Sailing Club Cadets and Saltash Environmental Action (SEA).

Saltash Sailing Club Cadets provide a friendly and accessible club for under 18s to learn to sail. It not only offers sailing tuition, but qualifications, coaching in racing and the chance to make new friends and learn lifelong skills.

SEA is a group of volunteers who run many environmentally friendly initiatives in the town. These include litter picking, the community allotment and free events open to the community.

There have been a lot of memorable events this year, the platinum Jubilee celebrations where a large number of people came to celebrate on Jubilee Green. My fellow Councillors organised the Beating of the Bounds event in honour of the Platinum Jubilee, which was a great success. The town also came together after the sad passing of HRH the Late Queen Elizabeth II and many residents and visitors came to the Guildhall and Library Hub to sign the books of condolence.

This year has had an emphasis on the environment, new trees have been planted in conjunction with SEA including the Darley Oak on Jubilee Green for the Platinum Jubilee and trees at Saltash Library Hub. We continue to plant and nurture wildflower areas across the town and encourage residents and visitors to be aware of the environment.



### Saltash Regatta - Festival Fund

The Saltash Regatta Committee successfully applied for £2928.43 to run one of the largest regattas in Cornwall. Run over two days the team used the funds to pay for staging, insurance and entertainment.



### Mary Newman's Cottage - Community Chest Fund

The Committee applied for £500 to replace unsafe garden furniture used in the garden café. The new furniture enabled visitors to enjoy refreshments in the garden and raised vital funds for the cottage to remain open for generations to come.

# YOUR MONEY MATTERS FOR YOUR COMMUNITY

## How your council tax contributes to your community

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 Town Council strives to continue to improve efficiencies in the way it operates. Saltash Town Council continues to work hard to deliver services under challenging financial times. The budget has increased by 4.15% which is 16 pence per week for an average band D property.

To summarise the Policy and Finance committee acts to manage the various policies used to control the activities of the Town Council and its finances. The terms of reference & matters delegated to the committee are listed on the Town Council website, together with copies of recent agendas, supporting documentation, minutes and detailed budget and expenditure information.

One of the major responsibilities of the committee is to prepare annual estimates and update a 5-year forecast of income and expenditure of the Town Council on continuing services and of payments on capital account for the next financial year and to make a recommendation to Full Council as to the council tax charges to the public (or precept as it is titled) in time for its annual budget meeting each year.

Another one of the important activities of the committee is managing the award of grants to local organisations for projects and activities via the “Community Chest” and “Festival Fund” respectively. This allows the Town Council to support organisations in locally important activities and public events. This is not to mention the continued support to Saltash Heritage and History Centre, by owning and maintaining the building they occupy.

The Town Council have awarded many projects and events in the year 2022-2023 including Mary Newman's Cottage £500 ~ Saltash Sailing Club Cadets £1,000 ~ Safe38 £434 ~ RBL Remembrance Festival £850 ~ Saltash Bowls Club £650 ~ Tincombe Tea Party £335 ~ Saltash Regatta £2,943 ~ May Fair / Christmas Festival £1,500 ~ Friends of Summerfields Park £1,000.

If you would like to apply for funding, or wish to find out more please contact us at [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)

## The importance of Professional Youth Work

Young people in Saltash, the next generation, are an energetic, creative asset to our town. They are increasingly, and rightly, raising important issues regarding the challenges, barriers and inequalities they face and it is important that we respond both positively and strategically to these concerns.

High quality, professional youth work provides safe, supportive and creative environments for young people to be themselves, make friends and develop their interests. It relies on the skills, experience and empathy of qualified youth workers and volunteers to guide and support them as they find their place in the world.

That's why at Saltash Town Council we invest in Professional Youth Work and have worked hard to increase the budget for this over the last few years. For the year 2023-2024 the Town Council have budgeted £55,000 for the provision of professional youth work services in Saltash. This is an increase of 10% from the 2022-2023 budget.

Professional Youth Work will continue to be a high priority for us. Youth organisations in Saltash, like Livewire and The Core, do excellent work and are telling us that there is an increasing demand from young people, particularly to support their mental health and well-being in these challenging times.

We will keep doing all that we can to help meet this demand through our annual Professional Youth Work tendering process, supporting and funding Saltash Town Youth Council and leading the Saltash Team For Youth working group. If you'd like further information about this work, we would be delighted to hear from you. Please email [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk).

# YOUR TOWN COUNCIL WORKING FOR YOU

Here at the Town Council we strive to offer events and secure available funding to benefit all in the Town. Below are some examples of events that have taken place over the past year, funding that has been applied for and improvements being made for those living in Saltash. If you would like to find out more or have any ideas for events, please get in contact via [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)



SHARED PROSPERITY FUND



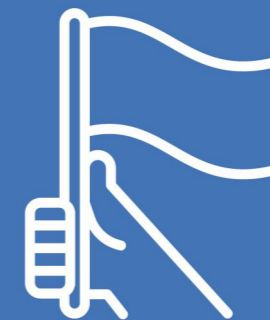
DEMENTIA VOICE



TOWN VITALITY BID



CHRISTMAS CRAFT FAYRE



TRESORY KERNOW



SHOP YOUR TOWN

Saltash Town Council, as part of the Good Growth Cornwall & Isles of Scilly Shared Prosperity Funding, have submitted a formal application under the Community Levelling Up funding opportunity. This application is for a feasibility study for the Saltash Town, Waterside and River Links Connectivity.

The intention of this feasibility study is to review potential links not only in the Town Centre but also to improve water connectivity with Saltash neighbouring areas for the future. The application is currently under review by the Good Growth team and if accepted, will be advertised accordingly.

To find out about this funding opportunity and others that may be applicable to yourself please visit;

[www.ciosgoodgrowth.com/](http://www.ciosgoodgrowth.com/)

At a Full Town Council Committee meeting held Thursday 6th October 2022. The Town Council formally adopted a proposal and plan to work towards being a Dementia-Friendly Town Council. As part of this the Town Council actioned a full review of all Town Council owned buildings in partnership with a team from Dementia Voice who are a part of Community Enterprises PL12, with recommendations on how to make Town Council buildings Dementia Friendly for the community and its users. Future projects for the Town Councils include, working in association with Dementia Voice conducting training for all Town Council staff focusing on how to support individuals living with Dementia in the Saltash area.

Saltash Town Council working on behalf of The Saltash Town Team have been successful in securing Town Vitality Funding from Cornwall Council to undertake a feasibility study into the optimal location(s) for developing a new green multi-use community space in the retail heart of the town centre. Working with Saltash Town Council, during November 2022, a brief was drawn up for the feasibility study. Tenders were sought from companies with relevant expertise and an excellent track record in designing public realm schemes in other towns. Following a thorough assessment of the tenders received and a shortlisting process, Architecture by Studio Hive have been contracted to carry out the feasibility work. The preferred scheme will be finalised by the end of September 2023.

On Saturday 3rd December 2022 Saltash Town Council held its first ever Christmas Craft and Gift Fayre. The event was well received with seventeen stall holders attending the Guildhall to sell their products between 10:30am and 4pm. Items for sale included skincare, plants, sweet treats and leather crafts. The Town Council were pleased to have welcomed over six hundred people through the Guildhall doors alone. The Christmas Craft and Gift Fayre coincided with the town's Christmas Festival organised by Saltash Chamber of Commerce. The popular Christmas Festival, held throughout Fore Street, encourages shoppers into the town from near and far and is one not to be missed.

Saltash Town Council was successfully awarded funding from Tresorys Kernow in 2021. Tresorys Kernow was a pilot project to breathe new life into towns and villages, with cultural events. Events held included art workshops for unemployed and inactive residents where participants created railway themed art work.

Saltash Heritage were invited to give talks on the history of the town. A green fashion show was held to showcase how to reuse and re-purpose clothes instead of buying new. Isambard House hosted the first Cornwall Comedy Awards which was a sell out event! Thirteen events were directly organised by Saltash Town Council and a further eleven organised by other organisations using the funding.

The Shop Your Town event was held on Thursday 2nd March alongside the Annual Parishioners meeting.

Seventeen local organisations attended the event with the aim to promote their services and encourage individuals to get involved. Members of the public and local Councillors were invited to attend the event to meet with local organisations and groups.

Feedback following the event was positive, with many organisations benefiting from the time to network with each other and several organisations and community groups reported successfully signing up new members! The Town Council were pleased with the results of the community led event and hope to hold a similar event in conjunction with the Annual Parishioners Meeting in the years to come.

# SALTASH LIBRARY HUB

Saltash Library Hub has had a wonderful 12 months of community events and activities as well as progressing the Library service. We will now be running the Home Library Service from the Hub with our amazing volunteers as well as offering our mezzanine landing as a space for the community to use and enjoy such as the new Writers Group and Yoga Group.

Over the year we have had key events such as the Spring, Summer and Autumn environment months where we have had workshops, craft activities and events, not to mention the British Science Fair. This year we had presentations from Spaceport Cornwall and Plymouth University talking about nanotechnology and climate change. Our Film Fridays were a great success and will be something we will continue to run at the end of the year again.

For this years Spring Environment Month we will be having keynote presentations from RSPB, Tamar Grow Valley and SEA as well as other activities running throughout the month. To top it off we will be having a Saturday morning workshop from the junk band 'Weapons of Sound'. The message for everyone is about re-cycling and what better way than to re-cycle anything that makes a noise! May will be Community History Month and we have a few surprises in store before our June Summer Environment Month.

Last October we had our first Literary Festival where authors for children and adults visited the Library throughout Octobers National Library Week. Again this is something we will look to do in 2023 as it was a fantastic success. We are instigating our own Book Club so watch out for news on that one.

The Summer Reading Challenge for children in the Summer holidays attracted even more young readers in 2022 who look to win the famous gold medal. This years theme will be 'Ready, Set, Read'. A challenge set on reading, sport and play. We are also running the South West Reading Challenge for 2023 for all ages. Prizes range from a Laptop to an Amazon Fire Tablet.

There are many, many more activities and events this year for all ages to look out for. We have also been preparing for the exciting next chapter of the Saltash Library Hub. Behind the scenes we have been busy planning for the refurbishment of the Library Hub which will secure the buildings future for community use. Currently the building is in need of not only TLC but also a refurbishment to offer better facilities and meeting spaces for all ages.

In the meantime pop into the Hub and meet the friendly staff and enjoy the wonderful space we have. There are so many things to come and get involved with and look forward to in 2023.

## DID YOU KNOW ?

The community of Saltash and the Town Council believe libraries are important Community Hubs for Towns and Parishes. That's why, the invaluable, Saltash Library Hub was devolved from Cornwall Council with all associated costs to manage and maintain undertaken by the Town Council.

# YOUR COMMUNITY SERVICES



## KEEP AN EYE OUT FOR 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.

## 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 well-being.

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](mailto:enquiries@saltash.gov.uk).

## Churchtown Cemetery

The Town Council is responsible for Churchtown Cemetery located at the top of Farm Lane opposite St Stephen's Church. The Service Delivery Department regularly maintain the cemetery grounds and supervise burials. The Town Council offer memorial services to the public such as memorial benches and the planting of memorial rose bushes.

For further information please contact the Guildhall or visit our website:  
[www.saltash.gov.uk/churchtowncemetery.php](http://www.saltash.gov.uk/churchtowncemetery.php)



## Repairs and Maintenance



The Town Councils Service Delivery Department undertake a wide variety of tasks. The small team support with events, plant colourful flower displays around the town and, along with regular grass cutting, pathway maintenance and hedge trimming, work hard to ensure our town is full of colour and greenery all year. The team are responsible for a wide variety of maintenance on the Town Council buildings and public facilities. Sadly the public conveniences are often subject to vandalism and the team undertake the majority of repair work in house, working hard to get the facilities repaired and opened as quickly as possible.

## Pontoon

Saltash Town Council manage and maintain the Pontoon just off of Jubilee Green.

The Pontoon allows for 10 permanent berths, one available berth for emergency services and a few public moorings which can be used for short stays.

We currently have no permanent mooring vacancies. To join our waiting list please email [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)



# GREAT SERVICES AND USEFUL INFORMATION

Let's keep our Community clean

Are you apart of a Community Group or organisation?

Are you passionate about our environment?

Why not enquire to use the Town Council's FREE litter picking equipment?



## Facilities to Hire

Saltash Town Council have facilities 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, and many more.

Check out our website to find out more: [www.saltash.gov.uk/facilitiesforhire.php](http://www.saltash.gov.uk/facilitiesforhire.php)

## Committee Organisational Structure

Saltash Town Council's website displays the Town Council Committee Organisational Structure including membership and an easy to follow flow chart of the parenting committees that oversee them. You can find the Organisational Structure here: [www.saltash.gov.uk/council.php](http://www.saltash.gov.uk/council.php)

## Schedule of Meetings

Saltash Town Council recently approved the Town Council's Schedule of Meetings Calendar for the year 2023-2024.

The schedule can be found on the Town Council website [www.saltash.gov.uk/council.php](http://www.saltash.gov.uk/council.php)

Town Council meetings are held at The Guildhall and sometimes at other Town Council premises. Town Council meetings 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 to [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk) or by letter to the Town Clerk, The Guildhall, 12 Lower Fore Street, Saltash PL12 6JX.

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

## CONNECT WITH US



@SaltashTownCouncilOfficial  
@Saltashlibraryhub



@SaltashTC

Follow us on our Social Media networks to keep up to date with news and more!

Join us for  
Town Council  
Committee meetings



# Meet Your Councillors

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

ESSA



Cllr Richard Bickford  
R.Bickford@saltash.gov.uk



Cllr John Brady  
J.Brady@saltash.gov.uk



Cllr Rachel Bullock  
R.Bullock@saltash.gov.uk



Cllr Jon Foster  
J.Foster@saltash.gov.uk



Cllr Matthew Griffiths  
M.Griffiths@saltash.gov.uk



Cllr Sheila Lennox-Boyd  
S.Lennox-Boyd@saltash.gov.uk



VACANCY



Cllr Jean Dent  
J.Dent@saltash.gov.uk



Cllr Sarah Gillies  
S.Gillies@saltash.gov.uk



Cllr Sarah Martin  
S.Martin@saltash.gov.uk



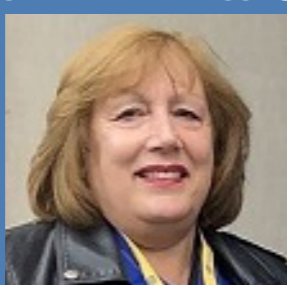
Cllr Julia Peggs  
J.Peggs@saltash.gov.uk



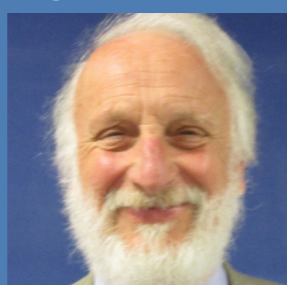
Cllr Pete Samuels  
P.Samuels@saltash.gov.uk



Cllr Steve Miller  
S.Miller@saltash.gov.uk



Cllr Brenda Samuels  
B.Samuels@saltash.gov.uk



Cllr David Yates  
D.Yates@saltash.gov.uk



Cllr Brian Stoyel  
B.Stoyel@saltash.gov.uk

TAMAR

TREMATON



Are you passionate about your local area?

Do you want to make a difference in your local community?

Would you like to offer your skills and experience?

Do you enjoy being apart of a team?

## BECOME A COUNCILLOR

### Interested?

Why not visit Saltash Town Councils website to learn more about how the Town Council operates, view agendas and, minutes and learn what the Town Council is responsible for delivering in Saltash.

Join 80,000 councillors across the country who are working to make their communities better for residents.

**Be the change - be a Councillor.**

# Meet Your Cornwall Councillors



**Cornwall Councillor Hilary Frank**

**Essa Ward**

**Contact:**  
**Cllr.hilary.frank@cornwall.gov.uk**



**Cornwall Councillor Sheila Lennox-Boyd**

**Tamar Ward**

**Contact:**  
**Cllr.sheila.lennox-boyd@cornwall.gov.uk**



**Cornwall Councillor Martin Worth**

**Trematon and Landrake Ward**

**Contact:**  
**Cllr.martin.worth@cornwall.gov.uk**

Find out more and read council and cabinet minutes, agendas, and reports, view decisions, watch webcasts of council meetings and find dates of future meetings here:

[www.cornwall.gov.uk/the-council-and-democracy/councillors-and-meetings/](http://www.cornwall.gov.uk/the-council-and-democracy/councillors-and-meetings/)

# DID YOU KNOW ?

It can often be confusing trying to work out which service falls under 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 Council's have some freedom to develop services to benefit the community which could be undertaken at either level of government.

## Saltash Town Council

- Saltash Library Hub
- Saltash Public Toilets
- Allotments
- Planning and Licensing
- Play Parks
- Open Spaces
- Public Rights of Ways
- Jubilee Green Pontoon
- Seagull Proof Bags
- Burials and Memorials

## Cornwall Council

- Rubbish and Recycling
- Highways and Transport
- Council Tax
- Schools
- Parking
- Play Parks
- Open Spaces
- Benefits
- Health and Social Care
- Housing
- Planning and Licensing

To identify the exact locations of the above services please refer to Saltash Town Councils Portfolios which can be found on our website here: [www.saltash.gov.uk/town-council-portfolio.php](http://www.saltash.gov.uk/town-council-portfolio.php)

# Meet the Team

## Administration Department



Behind a great Town Council is a hardworking Administration Department. Comprised of the Town Clerk / RFO, Assistant 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 the Town Council, residents of Saltash and the community. The Administration Department proudly supports and undertakes any work instructed by the Town Council following confirmed resolutions from committee meetings.

## Service Delivery Department

The SD Department comprised of the Service Delivery Manager and the Assistant Service Delivery Manager, Service Delivery General Assistants, a Cleaner/ Caretaker and Casual Caretaker. The Team 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 premises and assets.



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 and the Team would be more than happy to tell you all about the services of Saltash Library including information regarding proposed plans for the building refurbishment and community hub. The Library are pleased to have reverted back to their original opening hours prior to the pandemic as follows: Monday, Tuesday, Thursday and Friday 10am until 5pm and Saturday 10am until 1pm.

## Finance Department

The Finance Department is comprised of the Finance Officer and Finance Assistant. The Finance Department undertake various financial processes and regularly monitors the Town Council's income and expenditure against the approved budgets reporting at Town Council meetings. The Finance Department has a rigorous internal control system to ensure the Town Council's finances for all transactions are adequately and effectively in line with the Governance and Accountability Practitioners Guide, Financial Regulations, Standing Orders, and Town Council finance policies. The Town Council appoints an internal and external auditor throughout the year to undertake a thorough audit of its financial statements, ensuring the Town Council provides full and appropriate accountability, with the Town Council being effectively accountable to the people of Saltash for their spending decisions.



# CONTACT US



[enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)



01752 844846



[www.saltash.gov.uk](http://www.saltash.gov.uk)



[@SaltashTownCouncilOfficial](https://www.facebook.com/SaltashTownCouncilOfficial)

[@SaltashLibraryHub](https://www.facebook.com/SaltashLibraryHub)



[@SaltashTC](https://twitter.com/SaltashTC)



The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX



Scan me to contact the Town Council