

# ***Saltash Town Council***

***Konsel An Dre Essa***

## **SALTASH BOROUGH WAR MEMORIAL WORKING GROUP NOTES**

**Monday 24<sup>th</sup> April 2023, 5pm – Council Chamber**

**Present:** Councillors Dent (Chairman), Peggs, B Samuels, P Samuels and Stoyel.

### **ACTIONS**

#### **1. Apologies**

- Councillor Bickford.

#### **2. To receive the notes of the last meeting and consider matters arising.**

- Members to report back on the duplication between the names displayed at the war memorials and the Roll of Honour list and consider any actions;

Members reviewed the Roll of Honour list for duplication between the names displayed at the existing war memorials and the Roll of Honour list and agreed the Roll of Honour list is complete - as attached.

It was agreed to recommend to the next scheduled Services Committee meeting to adopt the Roll of Honour list to display the missing names on the additional memorials - as attached.

- To receive a further update from Cllr Peggs on the Planning process and design of the war memorial and consider any actions and associated expenditure;

Cllr Peggs provided an update on the Planning process on behalf of Geoff Peggs:

Geoff advised the Working Group that if the Planning Application is like for like there will be no issues obtaining permission. The process may not be as simple if the design differs, however, there are other locations that have a similar memorial.

Geoff is ready to submit the Planning Application upon confirmation of the full design and measurements of the new memorials. Geoff will obtain the measurements liaising direct with H G Stacey Monumental Masons.

It was agreed to recommend to the next scheduled Services Committee meeting the design as attached.

Services  
Agenda

Services  
Agenda

- To receive quotes on the Monumental Mason work and consider any actions and associated expenditure.

Cllr Peggs informed the Working Group that quotes are not available due to lack of material.

Cllr B Samuels confirmed last year's costings of approx. £10-£12k for the memorial, lettering and installation.

### **3. To discuss the public consultation and consider any actions and associated expenditure.**

The Working Group agreed to consult for a period of 6 weeks, a link be made available for the public to review the Roll of Honour list, and the attached notice to be advertised as wide as possible:

- Local newspaper;
- Social media sites;
- Notice boards;
- Library;
- Meet Your Cllr Session.

It was agreed to recommend to the next scheduled Services Committee meeting the consultation notice and list of publication.

### **4. To discuss the title for the war memorial and consider any actions and associated expenditure.**

The Working Group further discussed the title and agreed it remains the same as what was agreed at the 7<sup>th</sup> March meeting:

TOWN SEAL                      Lest We Forget                      TOWN SEAL

DISPLAY MISSING NAMES

Further to this, Members agreed that the title be displayed on both sides of the memorials and that additional space be available for other names coming forward.

It was agreed to recommend to the next scheduled Services Committee meeting the title for the war memorial as above.

## **ACTIONS**

Town Clerk

Services  
Agenda

Services  
Agenda

	<b><u>ACTIONS</u></b>
<p><b>5. To discuss the public subscription funding process and consider any actions and associated expenditure.</b></p>	
<p>The Working Group agreed to go out to public subscription in the first instance, allowing those who wish to donate to do so. If required, fund the outstanding balance through the Town Council General Reserves.</p>	<p>Services Agenda</p>
<p>Assistant Town Clerk to review the requirements of available funding reporting back to the Chairman.</p>	<p>Assistant Town Clerk</p>
<p>Town Clerk to review the gofundme site to determine if it is possible for the Town Council to create such a page with a goal amount of £10k.</p>	<p>Town Clerk</p>
<p>The Working Group agreed to await the consultation results and Monumental Mason quotes prior to creating a gofundme site or apply for available funding so that accurate costs are transparent.</p>	
<p>It was agreed to recommend to the next scheduled Services Committee meeting to seek the Committees support to further investigate funding options, gofundme site, and for the difference in the goal amount to be covered by the Town Council General Reserves, reporting back upon further information and accurate figures.</p>	<p>Services Agenda</p>
<p><b>6. To review the recommendations to be received at the next scheduled Services Committee meeting to be held on 27<sup>th</sup> April 2023.</b></p>	
<p>The Working Group reviewed the recommendations following the three Working Group meetings held on 17.02.23, 07.03.23 and 24.04.23 and agreed the recommendations to the Services Committee are as follows:</p>	
<ul style="list-style-type: none"> <li>• Cllr Peggs provided an overview regarding planning consent on Geoff Peggs behalf, advising the Working Group to go straight to planning rather than submitting a pre planning application at extra cost, there is a strong possibility of approval due to the site being a war memorial site and installation of existing war memorials in place (president set).</li> </ul>	<p>Services Cttee</p>
<p>Planning application cost £462. Cost of Listed Building Application: Free Discount to Town Councils: 50% £231 (<b>please note</b>, the Town Council must be the applicant to receive this discount. Allocated to budget code 6582 EMF Town War Memorial – Budget availability £1,978.</p>	
<ul style="list-style-type: none"> <li>• Appoint Geoff Peggs to undertake the Planning Application on behalf of Saltash Town Council at no cost to the Town Council.</li> </ul>	<p>Services Cttee</p>

<b><u>ACTIONS</u></b>	
<ul style="list-style-type: none"> <li>The design of the additional two memorials – as attached sited at St Nicholas and St Faith war memorial.</li> </ul>	Services Cttee
<ul style="list-style-type: none"> <li>The material to be unpolished granite, the missing names to be inscribed into the stone highlighted in black to ensure the missing names are visible.</li> </ul>	Services Cttee
<ul style="list-style-type: none"> <li>The title to be displayed at the top on both sides of the additional memorial as follows:   TOWN SEAL            Lest We Forget            TOWN SEAL </li> </ul>	Services Cttee
<ul style="list-style-type: none"> <li>Missing names to be displayed on the inside only of the additional memorials underneath the title as follows:   TOWN SEAL            Lest We Forget            TOWN SEAL   DISPLAY MISSING NAMES </li> </ul>	Services Cttee
<ul style="list-style-type: none"> <li>To adopt the Roll of Honour list to display the missing names on the additional memorials - as attached.</li> </ul>	Services Cttee
<ul style="list-style-type: none"> <li>The consultation notice (as attached) and list of publication:   Local newspaper;  Social media sites;  Notice boards;  Library;  Meet Your Cllr Session. </li> </ul>	Services Cttee
<ul style="list-style-type: none"> <li>To seek the Committees support to further investigate funding options, the gofundme site, and for the difference in the goal amount to be covered by the Town Council General Reserves, reporting back upon further information and accurate figures.</li> </ul>	Services Cttee
<b>7. AOB</b>  None.	
<b>8. Date of next meeting</b>  To be held at the Guildhall on 12 <sup>th</sup> June 2023 at 5pm.  The Working Group meeting closed at 17:45	