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SALTASH TOWN COUNCIL ACTION PLAN 2024 TO 2028 WORKING FOR THE PEOPLE OF SALTASH



Introduction

This action plan has been developed by Saltash Town Council and details its aims and objectives for the next five years. It is a working document that will be reviewed by the Town Vision Sub Committee on a regular basis.

In 2014, the Town Council made the decision to lead the process of drawing up a Neighbourhood Plan and started by hand delivering household and business surveys to every home and business in Saltash. The response rate to the surveys was average but it was clear that the Town Council needed a way to tackle the issues that could not be addressed in the Neighbourhood Plan.

This is the Town Council's action plan to address all the other items that are important to residents, business, and visitors to Saltash, that are not planning related and cannot be tackled via the Neighbourhood Plan.

Saltash Town Council welcomes feedback on its Action Plan.

Mission Statement

Saltash Town Council endeavours to promote the best social, economic, and environmental practices for Saltash by efficiently managing services, assets, and the resources of the Town Council for the benefit of the local community. The Town Council aims to be a professional and competent Town Council, which is open/transparent and accountable and ensures sound financial management of the Town Council's resources.

Town Council's Aims

- Managed development within Saltash.
- Protecting and preserving public services, facilities and open spaces and ensuring they are provided in a smarter more sustainable way.
- Endeavour to address the needs of the residents within the resources and powers available to the Town Council.
- Provide high standard, cost-effective services.
- Building and maintaining relations with key stakeholders, local community organisations and groups.
- Encouraging economic development and tourism opportunities.

- To better serve the community by increasing services offered and ensuring those offered meet the community's needs.
- Helping to build, strengthen and grow the community.
- Continue investing in Town Council Officers and Councillor training.

This next section details the short-term aims and objectives of some of the Town Council Committees to allow the Town Council to achieve its aims.

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Services

Aims	Objective	Action	Responsibility	Timescale
To keep the town looking its best	To keep the town free of weeds	<p>Instruct the service delivery department to carry out weed removal to STC assets in an environmentally free way</p> <p>Review the effectiveness of weed removal at the end of the year</p> <p>Report back to committee and agree any further actions</p>	<p>Service Delivery Manager</p> <p>Town Clerk/Service Delivery Manager</p> <p>Town Clerk</p>	
	To maintain all street furniture in the town	<p>Instruct the service delivery department to maintain all street furniture and order parts as required</p> <p>Carry out an audit of all town street furniture</p>	<p>Service Delivery Manager</p> <p>Service Delivery Manager</p>	

		<p>Compile inventory to be included in the Town Council asset register</p> <p>Inspect all town street furniture</p> <p>Prepare schedule of maintenance based on priority</p> <p>Provide committee with full inventory and schedule of maintenance for approval</p>	<p>Service Delivery Manager</p> <p>Service Delivery Manager</p> <p>Service Delivery Manager</p> <p>Service Delivery Manager</p>	
	<p>To continue providing hanging baskets and bedding plants in the town and surrounding areas</p>	<p>Instruct the service delivery department to install and maintain throughout the summer months by way of regular feed and watering in an environmentally free way</p> <p>To appoint a supplier to provide the baskets and planting</p>	<p>Service Delivery Manager</p> <p>Service Delivery Manager</p>	<p>May 2020</p>

To enhance the look of the town	To expand the floral display in Saltash by planting a wider selection of flowers and adding new planting and hanging baskets in Fore Street, Waterside and at Town Council premises	Instruct contractors to order flowers/plants as required Instruct the Service Delivery department to prep the areas	Service Delivery Manager Service Delivery Manager	
To enhance the Town during the festive period by increasing the amount of decorative illuminations	To erect a third cross street decoration, increase the lights at Fore Street to Lower Fore Street and the Waterside	Obtain quotations from lighting contractors Appoint a contractor Instruct a contractor	Service Delivery Manager Committee Service Delivery Manager	
To increase financial support from local businesses	To obtain additional sponsorship	Contact local businesses Consider sponsorship	Town Clerk Committee	
To enhance and protect open spaces in the town	Audit of open spaces	Investigate and visit all open spaces in Saltash	Town Clerk/Service Delivery Manager	

		<p>Create inventory of all open spaces and portfolio</p> <p>Establish ownership of open spaces</p> <p>Present findings to committee for further actions</p>	<p>Town Clerk</p> <p>Town Clerk</p> <p>Town Clerk/Committee</p>	
<p>To be pro-active in encouraging the community to get involved in looking after and enhancing its open spaces</p>	<p>Create a leaflet to promote the Town Council's play parks and open spaces</p> <p>To promote the need for volunteers</p>	<p>Design a leaflet detailing the project</p> <p>Promote and distribute the leaflet</p> <p>Issue a press and social media release and advertise the need for volunteers via the local Saltash newspaper, Town Council website, noticeboards, Meet Your Cllr session</p>	<p>Town Clerk/Committee</p> <p>Town Clerk/Committee</p> <p>Administration/Members</p>	

		Arrange volunteer days to enhance open spaces	Town Clerk	
To create opportunities for leisure, exercise and well-being for the town residents and visitors by improving and promoting the town's network of cycle paths, footpaths, and walking routes	To ensure all footpaths paths are clean, safe, and attractive	Sign up to the Local Maintenance Partnership Report inspection outcomes at committee meetings and agree any further actions and expenditure	Town Clerk/Service Delivery Manager Service Delivery Manager	
	To use the noticeboards within the town to publicise Saltash footpaths	Design and create map of footpaths Locate potential noticeboards that can be used to advertise footpaths Present findings to committee for further actions	Administration Administration Service Delivery Manager	

	<p>To produce leaflets publishing Saltash footpaths and possible routes, including things to look out for and the history of the area</p>	<p>Design and create leaflet</p> <p>Present leaflet to committee for approval</p> <p>Circulate leaflet to local businesses/organisation</p>	<p>Administration</p> <p>Town Clerk</p> <p>Administration</p>	
<p>To enhance the look of the town</p>	<p>To maintain a clean and tidy high street by tackling fly posting, littering and dog fouling</p>	<p>Produce keep Saltash clean campaign posters, leaflets, and stickers</p> <p>Issue press releases advertising the campaign</p> <p>Promote the campaign to the local schools, groups, and organisations</p> <p>Set up a keep Saltash clean webpage to form part of the main Town Council website</p>	<p>Administration</p> <p>Town Clerk</p> <p>Town Clerk/Members</p> <p>Administration</p>	

		<p>Provide regular updates via local newspapers, social media, and Town Council website on what the community is doing</p> <p>Apply to Cornwall Council for the Town Council to act as its agent (with delegated powers under Highways Act 1980 Section 132(2)) to enable the speedier removal of fly posting and unauthorised signs from the highway that can affect highway safety and detract from the amenity of the town</p>	<p>Town Clerk</p> <p>Town Clerk</p>	
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