

## **SALTASH TOWN COUNCIL**

Appendices of Saltash Town Council meeting held on the 8<sup>th</sup> March 2018

### **APPENDIX A**

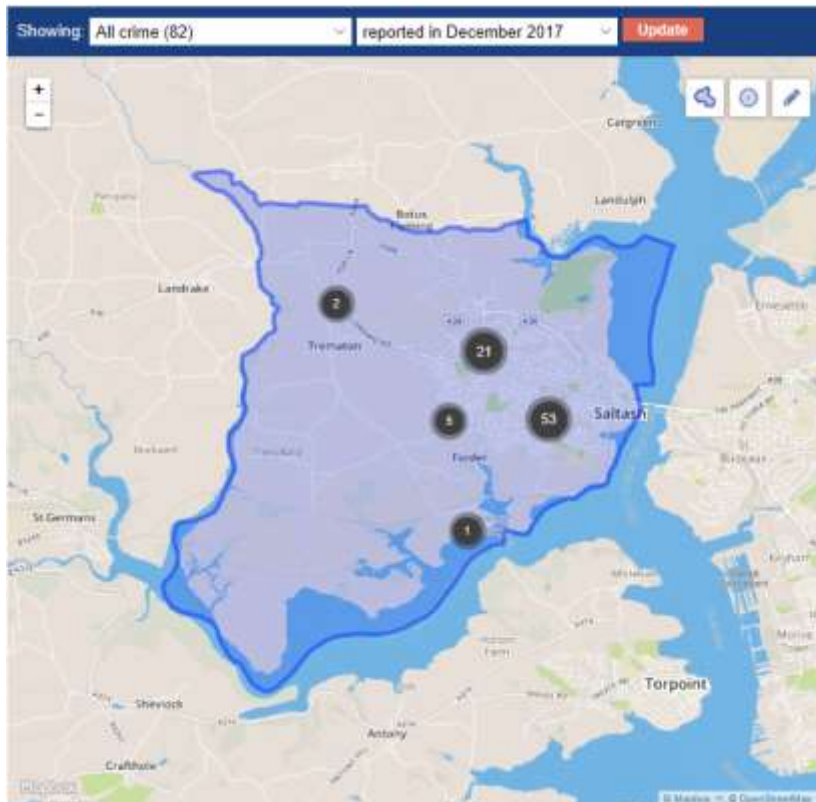
Since the last meeting, the Mayor has attended the following:

Saturday 3 <sup>rd</sup> February	Saltash Music, Speech & Drama Festival Gala Concert at the Saltash Wesley Church.
Sunday 4 <sup>th</sup> February	Liskeard Town Council Civic Church Service.
Saturday 17 <sup>th</sup> February	“Dive into Japanese Culture” Day at Saltash Library.
Saturday 24 <sup>th</sup> February	Charity Coffee Morning for St. Luke’s Hospice The Brunel Inn, Saltash.
Saturday 3 <sup>rd</sup> March	Livewire Open Day.
Thursday 8 <sup>th</sup> March	Saltash U3A Showcase Event at the Wesley Church

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## APPENDIX B



### All crime (82)

#### Crime types

- Anti-social behaviour (26)
- Bicycle theft (0)
- Burglary (1)
- Criminal damage and arson (5)
- Drugs (2)
- Other crime (4)
- Other theft (5)
- Possession of weapons (1)
- Public order (5)
- Robbery (0)
- Shoplifting (4)
- Theft from the person (0)
- Vehicle crime (1)
- Violence and sexual offences (28)

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### **APPENDIX C**

#### **Report to Saltash Town Council: March 1 2018**

The Annual Report just submitted brings the Town Council generally up to date with our work. We seem to be in a period of consolidation.

I would only wish to highlight at this stage that:

**18 Belle Vue Road** We still have one vacant room to let, and we would appreciate hearing from any councillor who knows anyone who might be interested in considering a rental. There will be a feature on this project in the April Issue of Love Saltash

**Health and Care** The NHS St Barnabas Group meets again this coming week after the frustrating first meeting of the year which I reported last month. I hope there is something more positive to report as a result. We have asked for news on financing the Surgeries to replace the MIU; and on replacing the lost beds back in the town.

**Adult Education** One new possibility is a partnership with our neighbours at 6 Fore Street to expand use of the facility to benefit the town.

**Belle Vue Car Park West** We are seeking funding to refurbish the abandoned toilet block, to provide facilities for projects or businesses. We have come to an agreement with Cornwall Council on a lease.

**Peter Thistlethwaite**

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### **APPENDIX D**

#### **SALMON AND SEA TROUT PROTECTION BYELAWS**

I am writing to inform you that the Environment Agency is advertising proposed byelaws to regulate the fishing for salmon and sea trout by net and rod fisheries in England and on the Border Esk. A copy of the advert, which will be published in national newspapers on the 7 March, is included with this letter.

The proposed byelaws, if confirmed, will mean the following for fishing for salmon and sea trout by draft or seine net on the Rivers Tavy, Tamar and Lynher and their estuaries:

- During 2018 no change to existing measures.
- From 2019, the fisheries will close for the life of the proposed byelaw.

Details of how to object to the proposed byelaws are provided in the advert, all objections must be received no later than the 8 April 2018.

A full copy of the byelaws and their supporting case can be obtained by calling the Environment Agency on 03708 506 506 or by email to [S5PA@ea.gov.uk](mailto:S5PA@ea.gov.uk). They can also be accessed via the following web pages, through which you can also provide your objection: <https://consult.environment-agency.gov.uk/fisheries/proposed-national-salmon-byelaws/>.

Yours sincerely



Heidi Stone  
Salmon Programme Manager  
Email: [S5PA@environment-agency.gov.uk](mailto:S5PA@environment-agency.gov.uk)  
Phone: 03708 506 506

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## **SALMON AND SEA TROUT PROTECTION BYELAWS**

Notice is hereby given that the Environment Agency intends to apply to the Secretary of State for the Environment, Food and Rural Affairs for confirmation of byelaws made under the Water Resources Act 1991 and to the Secretary of State for Environment, Food and Rural Affairs and Scottish Ministers for the byelaw made under the Scotland Act 1998 (Border Rivers) Order 1999.

The byelaws for England and the Border Esk will:-

- Maintain the existing measures aimed at protecting spring salmon for a further ten years.
- Close all drift net fisheries from 2018.
- Require the release of all salmon caught in the River Lune Haaf Net Fishery and the Anglian Coastal and Southern Coastal Fisheries from 2018.
- Close the seine and draft net fisheries on the Rivers Exe, Tamar, Tavy, Lynher, Camel, Taw and Torridge from 2019.
- Shorten the fishing season and require the release of all salmon caught in the seine and draft net fisheries on the Rivers Teign, Dart, Fowey and Poole Harbour from 2019.
- Shorten the fishing season, amend fishing areas and require the release of all salmon caught in the North East Coast T and J Net Fishery from 2019.
- Require the release of all salmon caught from the lave net fisheries of the Rivers Kent and Leven from 2019.
- Require any salmon caught by rod and line from the Rivers Lune, Ribble, Tees, Crake, Dorset Stour, Yealm, Cumbrian Derwent, Plym, Wyre and Calder to be returned for the full salmon fishing season from 2018.
- Require the return of all salmon caught by rod and line from rivers that have salmon populations that do not have minimum safe spawning levels set for them to be returned for the full salmon fishing season from 2018.
- Prohibition of some fishing hooks and trebles when fishing for salmon and sea trout in England and the Border Esk from 2019.

The byelaws protecting our salmon are considered necessary as stocks are still in decline and we do not believe that their exploitation can be justified at the present time. Bringing forward the closure of the North East drift net fishery will bring the UK Government in line with international treaties that require all mixed stock coastal salmon fisheries to close.

The byelaws requiring the return of all salmon caught on our most vulnerable rivers are considered necessary as stocks are so fragile that every salmon able to spawn will further improve numbers of salmon that could grow on to maturity. The restriction of certain fishing equipment will improve the survival of salmon caught and subsequently released back into the river.

Copies of the byelaws have been deposited at the offices of the Environment Agency at the addresses shown below and will be open to inspection free of charge from Monday to Friday during normal office hours from the date of publication of this notice until Friday 6 April 2018. During the same period a copy of the byelaws and their supporting case can be seen at <https://consult.environment-agency.gov.uk/fisheries/proposed-national-salmon-byelaws/>. The byelaws can also be obtained by calling the Environment Agency on 03708 506 506 or by email to [S5PA@ea.gov.uk](mailto:S5PA@ea.gov.uk).

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**Objections must be received no later than 8 April 2018**

**Any person who wishes to object to the proposed byelaws must send a statement of their objection in writing to [Migratory & Freshwater Fisheries \(Salmon Byelaws\), Department for Environment, Food and Rural Affairs, Area 8A/B, Millbank c/o Nobel House, 17 Smith Square, London, SW1P 3JR](#) or by email to: [Freshwater.fish@defra.gsi.gov.uk](mailto:Freshwater.fish@defra.gsi.gov.uk) to be received no later than 8 April 2018.**

**A copy of the statement of objection must also be sent to [The Fisheries Officer \(Salmon byelaws\), Environment and Business, Horizon House, Deanery Rd, Bristol BS1 5AH](#). Or by email to: [S5PA@ea.gov.uk](mailto:S5PA@ea.gov.uk)**

**Peter Kellett, Director of Legal Services.**

**Environment Agency offices where byelaws can be viewed:**

North East: Tyneside House, Skinnerburn Road, Newcastle Business Park, Newcastle upon Tyne, NE4 7AR

Anglian: Icen House, Cobham Road, Ipswich, Suffolk, IP3 9JD

Thames: Kings Meadow House, Kings Meadow Road, Reading, RG1 8DQ

Southern: Romsey Office, Canal Walk, Romsey, Hampshire, S051 8DU

South West: Manley House, Kestrel Way, Exeter, EX2 7LQ

Midlands: Riversmeet House, Newton Industrial Estate, Northway Lane, Tewkesbury, Gloucestershire, GL20 8JG

North West: Ghyll Mount, Gillan Way, Penrith 40 Business Park, Penrith, Cumbria, CA11 9BP

## **APPENDIX E**

January Income

	<b>Details</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>S106</b>
Allotment Income		£896.50		£896.50	
Annual Moorings		£127.29	£20.46	£147.75	
Barclays	Loyalty Reward	£7.89		£7.89	
Churchtown Cemetery Income		£958.00		£958.00	
Daily Moorings		£70.83	£14.17	£85.00	
Guildhall Income		£2,250.40		£2,250.40	
Public Sector Deposit Fund	Interest	£55.35		£55.35	
St Stephens Cemetery Income		£309.00		£309.00	
Station Building	GWR	£30,000.00		£30,000.00	

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### January Expenses

Supplier	Details	Net	VAT	Gross	S106
Barclays	Bank Charges	£31.53	£0.00	£31.53	
Bond Timber	Various Repairs/Tools	£328.40	£65.68	£394.08	
Brandon Hire	Hire of Fencing	£41.40	£8.28	£49.68	
British Gas	Guildhall Gas Oct - Dec 17	£647.15	£32.35	£679.50	
British Gas	Belle Vue Toilets Electricity Sept - Dec 17	£65.93	£3.29	£69.22	
CF Corporate	Lease on Printer	£500.00	£100.00	£600.00	
Chubb Fire Ltd	Extinguishers Feb	£38.76	£7.75	£46.51	
Consortium	Stationery	£244.62	£37.72	£282.34	
Consortium	Cleaning Products	£184.36	£36.91	£221.27	
Cormac Solution Ltd	Longstone Park Toilets Repairs	£53.15	£10.63	£63.78	
Cormac Solution Ltd	4 X Cleaning Toilets December 2017	£1,956.50	£391.30	£2,347.80	
Cornwall Council Rates	Rates - Alexandra Sq Toilets	£140.16	£0.00	£140.16	

Cornwall Council Rates	Rates - Guildhall	£739.00	£0.00	£739.00	
Cornwall Council Rates	Rates - Waterside Toilets	£70.00	£0.00	£70.00	
Cornwall Farmers Ltd	Repair to Lawn Mower	£73.76	£14.76	£88.52	
Cornwall Farmers Ltd	Repair to Lawn Mower	£73.77	£14.76	£88.53	
Crown Copiers Ltd	Copier Maintenance	£112.49	£22.50	£134.99	
Dainton Group Services	Hire of Waterfront Unit	£132.87	£26.57	£159.44	
DLJ Electricals	Repair to Lighting in Guildhall	£40.00	£0.00	£40.00	

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Dorset, Devon & Cornwall CRC Ltd	Community Payback Scheme	£373.33	£74.67	£448.00	
EDF - Unmetered Supply	Electricity	£69.33	£3.47	£72.80	
EDF - Xmas Lights 2	Electricity - XMAS Lights	£18.94	£2.11	£21.05	
EDF - Xmas Lights 6	Electricity - XMAS Lights	£12.40	£0.65	£13.05	
EE	Mobile Phone Charges Dec 17	£82.00	£16.40	£98.40	
Efficient Comms Ltd	Guildhall Telephone Charges - January 2018	£45.81	£9.16	£54.97	
EON	Guildhall Electricity 13/11/17-15/12/17	£468.85	£93.77	£562.62	
EON	Churchtown Cemetery Electricity 13/11/17-15/12/17	£26.03	£1.30	£27.33	
EON	Guildhall Electricity 15/12/17-16/01/18	£403.74	£80.75	£484.49	
FTaSGroup Traffic Management	Remembrance Sunday 2017 Road Closure	£406.00	£0.00	£406.00	

Furniture@Work	2 x Ergo Operator Chairs for Reception	£280.00	£56.00	£336.00	
Glendale Grounds Management Ltd	Grounds Maintenance Contract - Jan 2018	£1,384.45	£276.89	£1,661.34	
Glendale Grounds Management Ltd	Annual Contract Works - Cutting Grass & Footpaths	£135.55	£27.11	£162.66	
Hays	Administration Officer Temp - Dec 2017	£1,243.38	£248.68	£1,492.06	
Hays	Administration Officer Temp - Jan 2018	£406.00	£81.20	£487.20	
Hilary Bracegirdle Cultural Consultancy	Consultancy for Saltash Station Regeneration	£150.00	£0.00	£150.00	
IRQ Systems Ltd	IT Maintenance	£258.70	£51.74	£310.44	
IRQ Systems Ltd	Belle Vue Services	£292.00	£58.40	£350.40	
Junkyard Skate Park CIC	Delivery of Youth Work 2017-18	£3,500.00	£0.00	£3,500.00	
Mayors Allowance		£368.00		£368.00	
Public Works Loan Board	Loan Repayment & Interest	£10,692.33		£10,692.33	



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Rainbow International	Environmental Clean of Saltash Station	£750.00	£150.00	£900.00	
Resilience Zon	Resilience Workshop	£250.00	£0.00	£250.00	
Rosevale Accountants	Finance Consultancy	£460.00		£460.00	
Sage (UK) Ltd	Credit Card Charges	£0.71	£0.00	£0.71	
Sage (UK) Ltd	Credit Card Charges	£4.80	£0.00	£4.80	

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Sage (UK) Ltd	Sage Card Machine Charges Jan 2017	£28.00	£5.60	£33.60	
Saltash & District Observer	Town Messenger - January 2018	£300.00	£0.00	£300.00	
Saltash Gateway Community Interest Company	Belle Vue Rent Dec 17- March 18	£400.00		£400.00	

Screwfix	Various Repairs/Tools	£135.14	£27.02	£162.16	
SECTA	Annual Membership	£50.00		£50.00	
Staff Salaries		£16,309.56	£0.00	£16,309.56	
The Christmas Decorators	2017 Christmas Decorations & Lights	£7,200.00	£1,440.00	£8,640.00	
Travis Perkins	Various Repairs/Tools	£8.68	£1.74	£10.42	
Travis Perkins	Various Repairs/Tools	£10.34	£2.07	£12.41	
Travis Perkins	Various Repairs/Tools	£13.60	£2.72	£16.32	
Travis Perkins	Various Repairs/Tools	£20.40	£4.08	£24.48	
Travis Perkins	Various Repairs/Tools	£11.63	£2.33	£13.96	
UK Fuels Ltd	Fuel for STC Vehicle	£21.15	£4.23	£25.38	

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### APPENDIX F

Clerk to Saltash Town Council,  
The Guildhall,  
Lower Fore Street,  
Saltash. PL12 6JX

RECEIVED 19 FEB 2018

16th, February, 2018.

Dear Sir,

*Following a discussion with and support from Counsellor Sheila Lennox-Boyd, I would like to submit, for inclusion on the agenda of the Council's meeting scheduled for Thursday, March, 1st, 2018, a suggestion that Saltash Town Council take steps to identify and widely disseminate information throughout the town on all local facilities which could offer support to the increasing number of socially isolated individuals living within the town's environs.*

*I'm informed by Counsellor Sheila Lennox-Boyd that the meeting commences at 7.p.m. on that date.*

*If permissible I will attend that Council meeting.*

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### APPENDIX G

#### 1. Introduction.

I have strong views on the topic to which these papers refer i.e. the council's proposal of January 2017 to the Diocese of Truro to add 2 'missing' Fireman's names to the St Stephen's memorial.

I was involved and took a prominent part in the proposal as a representative of the community Fire station.

I am aware that new councillors may not be familiar with the topic. I should be very happy to brief colleagues on the background which involves the fact that 6 Saltash Fireman were killed in the Plymouth blitz of 1941. All their names are recorded on every relevant war memorial, National and local, Except for the one at St Stephen's, Closest to where they are all buried.

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2. Declaration of interest.

I was not a councillor at the time this matter was discussed and I have no financial interest, but given the sensitivity over interest I feel it is safer to mention this.

3. Draft agreement from the Diocese should Council wish to take over 'ownership' / responsibility for the St Stephen's War Memorial.

I believe this can be dealt with very quickly. I am not legally qualified but I hope to have some common sense.

This is such a one-sided document. The Diocese seems to want to keep all the power and none of the responsibility.

There is no way I could justify agreeing to these terms on behalf of my constituents for maintaining the memorial almost 100 years old subject to considerable wear and tear from the weather.

However, it is the follow-up letter to our town clerk that I find most disturbing and I believe needs investigating.

4. E-mail follow-up letter to our town clerk.

I have to say that I believe the Town Clerk has done a very good job with his questions in an attempt to get clarification. Judging by the response he must feel it was the verbal and written equivalent of walking through mud!

I can understand that because of the ownership proposal, the original request to add the 2 names and pay for the work as proposed by the then mayor, councillor Hilary Frank, and approved 10- 3 by council in January 2017 has been put on hold.

However, given that the process should have been well underway the question has to be asked why the Diocese was approached with a view to STC taking on ownership. I understand this was never suggested by the Burial Board (BB) or Council.

Yet at the BB meeting on 14<sup>th</sup> February 2018 Churchwarden Barry Jones told me it was him who suggested the transfer.

Surely, we have a right to expect the Church representatives on our BB to have the courtesy to tell us what they want to do or even have done, over a topic that affects STC directly?

I understand an interested party has discussed the proposal / draft agreement with Rev Cathy Sigrist. She has said she knew nothing about it. This surely begs the question as to who had the authority to suggest to the Diocese that the STC was interested in taking over responsibility for the memorial.

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I believe and propose that our town clerk ask Rev Sigrist how this request came about from the Parochial Church Council (PCC) or an individual and why, as it appears to have been made from a Church representative on BB, neither the board nor the council appear to have known anything about it until the communication from the Diocese. I believe this was discourteous.

Perhaps we need a code of conduct for representatives on council committees?

The town clerk was right to question the involvement of the PCC. Although STC voted overwhelmingly in favour of adding the 2 names, we were reminded by Mr Barry Jones, churchwarden, at the last BB that the PCC-in an extraordinary vote-voted 1 for the request by STC, 4 against and 10 abstentions, the majority appear to have needed more information.

STC can hardly have any confidence this will change, particularly as their meetings are apparently closed. The town clerk asked to attend to justify and present the council case but was refused.

How can the PCC operate properly and make proper decisions if it does not have all the facts and evidence?

The Diocese letter says that if there was an agreement "the town council will have ultimate control over the memorial subject to Faculty Jurisdiction".

This is surely a contradiction of terms. The Diocese offers us the responsibility but not the final say. How could any competent body accept such terms? What is in it for STC?

The letter says that if STC does not want ownership of the memorial but wants to pursue its request to add 2 names it should go through the owners, The PCC.

Here is another contradiction as they say that they have already been processing our original request of January 2017 through their usual channel i.e. the Chancellor!

Why do we need to do this? STC applied over a year ago in accordance with church advice and this is the result.

I propose the following;

- A. Reply to this letter that STC has never considered or proposed ownership of the memorial. It was apparently a PCC or individual proposal.
- B. The request appears to have been made by a local individual representing himself and/or the PCC without any consultation or agreement with the council.

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- C. STC presented a proposal for adding the names of 2 Fireman killed in the 1941 blitz in January 2017 and has heard nothing since it completed the appropriate Diocese application form for the decision by the Chancellor, other than the ownership proposal which has clearly now delayed the process.
  
- D. STC would like the Diocese to continue its proposal in the relevant process including, we understand, the opportunity for the local community to contribute their views.

Councillor Parker.

### APPENDIX H

#### SALTASH SECTION 106 FUNDING DEPLOYMENT PANEL APPLICATION FORM

##### **A. Overview**

1. Name & Address of Organisation COMMUNITY ENTERPRISES PL12  
4 FORE STREET, SALTASH
  
2. Title of Project 2018 SUMMER HANGING BASKETS IN FORE STREET  
\_\_\_\_\_
  
3. Brief description of project: TO PROVIDE HANGING BASKETS FOR  
THE PERIOD OF 14 WEEKS JULY/SEPTEMBER 2018  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
4. Total Funding requested : £3,808  
\_\_\_\_\_  
\_\_\_\_\_
  
5. Dates/instalments that funding is required: PRIOR TO 30/6/18  
\_\_\_\_\_  
\_\_\_\_\_

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6. Please tick to indicate that the following documents have been enclosed:-

- |  |                          |     |
|--|--------------------------|-----|
| Copy of accounts (except for public bodies)        | <input type="checkbox"/> | N/A |
| Copy of Standing Orders (except for public bodies) | <input type="checkbox"/> | N/A |
| Copy of Insurance for this project (if applicable) | <input type="checkbox"/> | N/A |

### **B. Declaration:-**

I confirm that all of the details on this form, including any attachments, are correct to the best of my knowledge, and understand that false or inaccurate information on the form may result in funding being refused or withdrawn

Project Contact : \_\_\_\_\_

Date: 23/1/18

### **C. About the applicant organisation:-**

1. Brief description of aims of organisation: COMMUNITY INTEREST  
COMPANY  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Status of organisation:-

Charity  Public Body  Community Organisation   
CIC  Other \_\_\_\_\_

3. Date founded: \_\_\_\_\_

4. Project contact name: PETER RYLAND

Position: DIRECTOR

Contact tel.: \_\_\_\_\_

E-mail: \_\_\_\_\_

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5. Senior contact name: PETER THISTLETHWAITE
- Position: CHAIRMAN
- Contact tel.: \_\_\_\_\_
- E-mail: chair@communityenterprisespl12.co.uk
6. Please give a brief description of other projects delivered by the organisation; particularly those of a similar nature to the project you are bidding for: THE DIRECTOR RESPONSIBLE FOR THIS PROJECT HAS HAD THE SAME RESPONSIBILITY UNDER THE STIG AUSPICES FOR THE LAST 3 YEARS
- \_\_\_\_\_
- \_\_\_\_\_
7. In the event that your organisation ceased to exist, what would happen to its resources and assets? N/A
- \_\_\_\_\_
- \_\_\_\_\_

### **D1. About the Project/Project Element**

1. Title of Project/Project Element: SUMMER HANGING BASKETS
- \_\_\_\_\_
2. Description: The Summer baskets have been admired by visitors and traders for the last few years and has proved a great success. It is proposed to continue with such in 2018
- \_\_\_\_\_
3. Please tick to indicate which priorities your project (element) meets, and explain how it meets them:-
- i) Town Centre Regeneration  The project will improve the environment of Fore Street thereby encouraging visitors to stay for a longer period of time and increasing average visitor spend. Improved reputation of the environment and continue to lead to higher footfall in the medium term
- ii) Generation of Employment Space
- \_\_\_\_\_

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iii) Other Community Benefit

4. Details of volunteer time involved in project: Evaluating the timing and type of planting to maximise impact and assessing feedback from traders/customers/visitors

5. Details of other sources/amounts of funding secured: NIL

6. Details of other sources/amounts of funding pending: NIL

7. Breakdown of costs

Item	Cost	Source of cost (including estimate)
Planting, plants Compost	36 @ £28 £1008	Tartendown Nursery
Watering	12 weeks @ £170 £2,210	David Ryland
Installation at Commencement/removal at end	£250	David Ryland
Project management 10%	£340	
<b>TOTAL</b>	<b>£3808</b>	

8. Total costs requested from Section 106 Funding: £3808

9. If approved, when would the project begin? 1<sup>st</sup> July 2018

10. When would the project be complete? 2<sup>nd</sup> September 2018





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**NOTE: A FURTHER SECTION D SHOULD BE SUBMITTED FOR EACH DISCREET PROJECT OR PROJECT ELEMENT. Please number as D1, D2 etc.**

### **E. Project Management**

1. Project Managers name: PETER RYLAND
- Position: DIRECTOR
- Contact tel.: \_\_\_\_\_
- E-mail: \_\_\_\_\_

#### 2. Breakdown of Project Management Costs

Item	Cost	Source of cost (inc. estimate).	Included in Section D estimates?
Administration Accounting for payments	£340	CIC Accountant	Yes
Total	£340		

### **F. Total Costs requested from Section 106 Funding –**

1. Costs from Section D1 £3808
2. Costs from Section D2 £
3. Costs from Section E £
4. TOTAL COSTS £3808

### **G. Treatment of Value Added Tax –**

Please note that the grants under this scheme are provided net of VAT.