

## **Saltash Section 106 Funding Deployment Panel**

# Application Form

## A. Overview

1. Name & Address of Organisation Saltash Town Council  
The Guildhall, Lower Fore Street, Saltash, Cornwall PL12 6JX  
\_\_\_\_\_  
\_\_\_\_\_
2. Title of Project The purchase of the former Saltash Station Site  
\_\_\_\_\_
3. Brief Description of Project \_\_\_\_\_  
To acquire the former Saltash Station building site in  
preparation to refurbish the building for Community use  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Total Funding Requested £ 70,500 \_\_\_\_\_
5. Dates/instalments that funding is Required ASAP \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Please tick to indicate that the following documents have been enclosed
- |  |                       |
|--|-----------------------|
| Copy of Accounts (except for public bodies)        | <input type="radio"/> |
| Copy of Standing Orders (except for public bodies) | <input type="radio"/> |
| Copy of Insurance for this project (if applicable) | <input type="radio"/> |

## 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of my knowledge, and understand that false or inaccurate information on the form may result in funding being refused or withdrawn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      Ray Lane

Date 11<sup>th</sup> April 2017

### C. About the applicant organisation

1. Brief description of aims of organisation \_\_\_\_\_  
Saltash Town Council

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2. Status of organisation

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

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

4. Project Contact name Ray Lane\_\_\_\_\_

Position Town Clerk\_\_\_\_\_

Contact tel. 01752 844846\_\_\_\_\_

Email townclerk@saltash.gov.uk\_\_\_\_\_

5. Senior Contact name Ray Lane\_\_\_\_\_

Position Town Clerk\_\_\_\_\_

Contact tel. 01752 844846\_\_\_\_\_

Email townclerk@saltash.gov.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 \_\_\_\_\_

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7. In the event that your organisation ceased to exist, what would happen to its resources and assets? \_\_\_\_\_

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**D. About the Project / Project Element**

1. Title of Project / Project Element \_\_\_\_\_

Purchase of the former Saltash Station building site

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2. Description\_\_\_\_\_

The project aims to bring the Saltash Station site into public ownership, thus securing the site for the town. Once secured,

further work will be carried out to ensure a sympathetic refurbishment that will provide facilities for rail users and the community at large by the provision of a café, waiting room and toilets, as well as utilising the building for wider community benefit and the provision of high quality employment space.

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3. Please tick to indicate which priorities your project (element) meets, and explain how it meets them

i) Town Centre Regeneration X

Saltash Station is a key gateway to the town and town centre. Just a few minutes walk from the main shopping area of Saltash, increased numbers visiting Saltash by train will lead to increased footfall in the town centre. The station itself is classified as being part of the Town Centre. In general visitors that arrive by public transport often plan to stay longer and therefore spend more money during their stay.

The station is seen by millions of people each year, and currently offers a poor impression of Saltash. Refurbishing the building will significantly improve the impression given to anyone passing through Saltash on the train and encourage them to visit the town.

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ii) Generation of Employment Space X

The intention is to develop passenger facilities, including a café and toilets. The café would provide a number of jobs. Increased passenger footfall which would result from a refurbished station could help kick start other employment opportunities within the Town and specifically Town Centre as it is so close. It is also envisaged that high quality office space will be provided in order to provide long term viability and employment for the site. This could support up to 6 jobs.

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iii) Other Community Benefit X

A refurbished station would become an entry point into the town to be proud of. The facilities provided would be for community use, providing anyone travelling by train a better experience. A recent online petition has generated almost 3000 names, most of which support a Town Council purchase and refurbishment. Toilet facilities will be open to the public.

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The station could be home to the Saltash Chronicles project, and provide a permanent home for artefacts from the Royal Albert Bridge, Saltash's key heritage asset.

A recent petition on 38 degrees site has almost 3,000 names in support of this project.

4. Details of volunteer time involved in project \_\_\_\_\_

Many hours of councillor volunteer time has already gone into this project. The Saltash Chronicles has been embroidered by volunteers.

We expect that the purchase by the Town Council will kick start significant public support for the refurbishment and volunteers have already offered financial and volunteer time.

5. Details of other sources/amounts of funding secured \_\_\_\_\_

Total cost is £171k

Saltash Town Council for purchase £65,500

Saltash Town Council for legal fees £5,000

Great Western Railway £30,000

6. Details of other sources/amounts of funding pending \_\_\_\_\_

Further applications for refurbishment costs will be made to a number of funding sources.

Architectural Heritage Fund - £5k and £25k

Cornwall Council – Local Transport Plan – potentially £150k

Great Western Railway – Customer and Communities

Improvement Fund – potentially £250k

Crowdfunding

7. Breakdown of costs

Item	Cost	Source of cost (including estimate)
Purchase of Saltash Station site	£65,000	Agreed with owner
Project Development and contingency	£5,500	Part of £15k funding applied for to develop full funding bids

TOTAL	£70,000	

8. Total costs requested from Section 106 Funding £70,500\_\_\_\_\_
9. If approved, when would the project begin? Immediately
10. When would the project be complete? End of 2018 (approx)
11. What ongoing maintenance would be required, and how would this be funded (including if it is part of the bid)? \_\_\_\_\_  
Further funding towards a refurbishment may be made to this fund, although ongoing maintenance would be covered by income generated within the site.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. Do you require insurance for this project? Yes X No ☐  
If yes, please give details \_\_\_\_\_  
Provided through STC  
\_\_\_\_\_  
\_\_\_\_\_
13. Does the project require work valued at £2,500 or above from any individual supplier? Yes ☐ No ☐  
If yes, please note that submitting this form commits you to obtain three quotations for any such piece of work.
14. Does the project require work valued at £25,000 or above from any individual supplier? Yes ☐ No ☐  
If yes, please note that submitting this form commits you to carry out a full tender process for any such piece of work.
15. Do you require any further permission(s) for this work, including planning permission? If so, please indicate the permissions required and current stage \_\_\_\_\_  
Planning permission may be required for the refurbishment, but this is dependent on further planning work.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

16. Please provide a brief summary of any project risks and how they will be mitigated:

Risk Item	Severity	Proposed Mitigation

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

## E. Project Management

1. Project Manager name \_\_\_\_\_  
 Position \_\_\_\_\_  
 Contact tel. \_\_\_\_\_  
 Email \_\_\_\_\_

### 2. Breakdown of Project Management Costs

Item	Cost	Source of cost (inc. estimate).	included in Section D estimates?
Total	£		

## F. Total Costs requested from Section 106 Funding

1. Costs from Section D1 £\_\_\_\_\_

2. Costs from Section D2 £\_\_\_\_\_

3. Costs from Section E      £\_\_\_\_\_

4. TOTAL COSTS                £\_\_\_\_\_

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

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