

APPENDIX A

Green Infrastructure for Growth – GI4G

Lisa Pender, Project Officer GI4G will be giving a brief on Green Infrastructure for Growth. This is a project that applies Cornwall Council's new Environmental Growth Strategy.

Environmental Growth is about investing in and improving the natural environment. Green Infrastructure is the name for the green spaces in urban areas. These can be for recreation, aesthetics or drainage.

Aims of the project are:

- Improve the biodiversity of urban open spaces
- Improve access
- Work with local communities
- Provide value for money
-

The Project will deliver on a series of sites e.g.

- Recreational spaces
- Sports grounds (not pitches)
- Closed cemeteries and churchyards
- Verges

These will be selected against a series of criteria which will be described in the presentation.

A Working Group will be set up to manage Saltash Town Council's part of this project.



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An Introduction to Green Infrastructure for Growth

Working with the University of Exeter, Cornwall Council, through the Green Infrastructure for Growth (GI4G) Project, will deliver a major investment in publically owned and managed urban green space in the towns of: Camborne, Pool, Redruth, Penzance, Saltash, Hayle, and Bude, increasing their wildlife value, accessibility and community enjoyment.

GI4G will:

- **Focus investment on urban green space** where the greatest benefits for people and biodiversity can be achieved: parks, amenity areas, closed churchyards, and along roadside verges, including in residential estates; particularly in deprived areas.
- **Deliver wildlife-friendly solutions** specifically tailored to suit different types of green space: creation of new community wildlife ponds, wildflower meadows, native tree planting, and rivers of flowers on roadside verges. Collectively these will result in an increase in biodiversity whilst allowing a change to management regimes after the initial establishment period, reducing long term maintenance costs.
- **Provide better access for all:** deliver socially-inclusive urban access improvements, excellent information and signage, and work towards the creation of urban green corridors linking people to nature.
- **Work with local communities:** Increased engagement and support for local communities and organisations in local green space management, support for community events and marketing to celebrate local green spaces
- **Use best scientific knowledge** and techniques to understand the multi-functional opportunities for improvements and benefits of high quality greenspace.

As Green Infrastructure for Growth is aimed at improving biodiversity in urban areas, and there is an obligation to maintain assets as per the management plans developed as a part of the project, there are some restrictions as to how we may invest the funding.

GI4G site improvements must be carried out on sites that fall within the redline town boundary (please see appendix A), and on sites that are either owned or managed by Cornwall Council.

We are unable to work on sites that would be eligible for Agri-Environment funding/Countryside Stewardship such as: beaches, nature reserves, rivers.



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How are we deciding which assets to invest in?

The following criteria are used to assess which assets are most suitable for GI4G investment.



We would like your input to aid in the site selection process.

We have identified a list of assets within your town that are eligible for GI4G investment. To help us invest the funding wisely, we are looking for your support in identifying which assets are most suitable for GI4G.

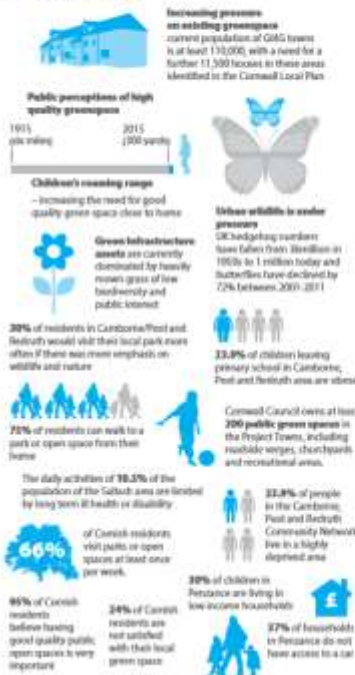
Please let us know which spaces in your town you think would benefit most from investment for nature and public enjoyment. This might be your local recreation ground, a closed churchyard or even the verges around your town.

Green Infrastructure for Growth

Funding is being sought for a £3 million project, led by Cornwall Council, to deliver a major investment in the urban green spaces of the towns of Camborne, Pool, Redruth, Penzance, Bude, Saltash and Hayle, making them better places for people and for wildlife and more accessible for all.



The Challenges



The Solutions

Focus investment on urban green space where the greatest benefits for people and biodiversity can be achieved: parks, priority areas, school grounds, and along roadside verges, including residential estates.

Deliver wildlife-friendly solutions specifically tailored to suit different types of green space creation of new community wildlife ponds, wildflower meadows, native tree planting and trees of flowers on roadside verges and change management regimes which reduce long term maintenance costs.

Provide better access for all - deliver socially inclusive urban access improvements, excellent information and signage and work towards the creation of urban green corridors linking people to nature.

Work with local communities - increased engagement and support for local communities and organisations in local green space management, support for community events and marketing to celebrate local green spaces

Use of best scientific knowledge and techniques to understand the multi-functional opportunities for improvements.

The Benefits

For People

- Make the town green spaces work harder for people providing public health, social, increasing wildlife flood protection and pollution control
- Make the town green spaces more attractive and interesting places to visit and spend time, help local communities to increase use of green spaces to contribute to healthy living
- Change public perceptions of public open spaces
- Increase accessibility to open spaces for all, helping people to exercise, get out and about into nature on their doorstep and recreation for free
- Provide more opportunities for outdoor learning helping people to fully appreciate the wildlife and heritage value of their local green spaces. Increase scope for environmental understanding and Citizen Science initiatives.

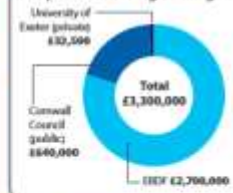
For Wildlife

- Improve the wildlife value of an area the equivalent of approximately 25 rugby pitches. More flowers, trees, logs and hedgerows
- Create urban green wildlife corridors
- Increase our understanding of the ecosystem services provided by urban green space

For Business and Organisations

- Unlock business opportunities, such as calls or meeting places
- Reduce maintenance costs for local authorities
- Increase community engagement in positive green space management and provide opportunities for skills and capacity building
- Act as a pilot project to provide lessons for other Cornish towns and organisations

Proposed Funding Package



Full Application deadline	Proposed Project start	Project Delivery	Project completion
September 2016	January 2017	Jan 2017 - Dec 2018	December 2019

Working together



If you would like this information in another format or language please contact: Cornwall Council, County Hall, Truro Road, Truro, TR1 1AY Telephone 01892 1234 100 | Email: enquiries@cornwall.gov.uk www.cornwall.gov.uk

Sources of Information: Cornwall Council, Cornwall Green Spaces Strategy, Cornwall Green Spaces Strategy, Cornwall Green Spaces Strategy, Cornwall Green Spaces Strategy, Cornwall Green Spaces Strategy, Cornwall Green Spaces Strategy

September 2016



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Green Infrastructure for Growth Frequently Asked Questions

Q. What is biodiversity?

A. Biodiversity is a term used to refer to the quantity and variety of plant and wildlife in the environment.

Q. What is green infrastructure?

A. Green infrastructure is all about **making space for nature**, with a planned network of green spaces and inter-connecting links designed, developed and managed to meet the environmental, social and economic needs of the surrounding area.

It includes:

- 'Green Places' – including: parks, woodlands, informal open spaces, allotments, street trees, multi-use trails
- 'Blue places' – rivers waterways, lakes and our canal
- 'Yellow places' – our beaches
- Post-industrial mining areas

Green infrastructure provides many benefits for local people including areas for exercise, relaxation and play, wildlife areas, flood alleviation, food and fuel production and sustainable transport links.

Q. Which towns are included?

A. GI4G is limited to seven towns:

- Penzance
- Hayle
- Camborne
- Pool
- Redruth
- Bude
- Saltash

Q. How will GI4G affect devolution?

A. Sites that are included in the GI4G project *can be* devolved after the establishment period following works however they must be managed according to the GI4G management plan for a period of 15 years.

We are unable to use GI4G funds to invest in a site that has already been devolved.



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Q. Can GI4G invest in Town/Parish Council assets?

A. No, sites included in GI4G must be owned or managed by Cornwall Council.

Q. What works will you be carrying out?

A. The main activities will be:

- Access improvements
- Wildflower meadow planting
- Tree planting
- Habitat enhancement (bird boxes, bug hotels)
- Sustainable drainage/wildlife ponds
- Educational signage

Q. When will you carry out the works?

A. GI4G will run until December 2019 and we will be carrying out improvement works throughout the duration of the project. Some activities, such as meadow planting, are seasonal and our programme will take this into account.

Q. How much will you be spending?

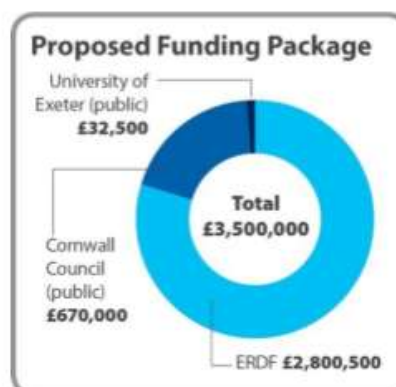
A. GI4G has a funding value of £3.5million.

These funds will pay for all aspects of the project, including: project management, communications, baseline studies, hard and soft site works, and establishment works.

Q. How are you allocating funds?

A. Investment will be spread across the seven towns, with sites prioritised by the criteria below:

- Baseline biodiversity interest (from desk study)
- Provides multi-functional benefits
- Community support
- Contribution to GI network
- Potential for biodiversity improvements
- Potential for access improvements
- Value for money





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Q. What type of sites are included?

A. We **can** invest in urban greenspaces. This includes:

- Recreation grounds
- Sports pitches (margins)
- Closed churchyards
- Verges
- Wooded urban areas

We **cannot** carry out works on:

- Formal parks and gardens
- Areas that would be eligible for Agri-Environment funding (Countryside Stewardship), such as Bude Canal or Tehidy Country Park

Q. What about verges?

A. We are able to invest in any Cornwall Council maintained verges within the GI4G town boundaries.

Some local authorities have already had success introducing 'rivers of flowers' along roadsides.

If this type of work is carried out consideration will be given to ensuring visibility at junctions is maintained and growth does not encroach on footpaths.

APPENDIX B

Code	Income Description	Received 2016/17	Budgeted Income 2017/18	Received YTD 2017/18	Yet to Receive	Comments
4500	Allotment Income	2,760	2,500	-	2,500	
4510	Public Footpath Grant	1,038	1,000	-	1,000	
4311	Miscellaneous Income	1,157	75	785	-	
4521	Waterfront Income	-	15,000	-	15,000	
	Total Income	4,956	18,575	785	16,500	

Code	Expenditure Description	Spend 2016/17	Budget 2017/18	From to reserve 2017/18	Actual Spend YTD 2017/18	Actual Funds Available to date	Funds Available after Planned Spend	Comments
6500	Environment	-	8,000	-	-	8,000	8,000	£5,000 (Enhanced Cutting) £3,000 (Budget)
6501	Highways Weed Control	9,923	13,500	-	-	13,500	13,500	3 applications
6502	Civic Christmas Event	6,563	500	-	-	500	500	
6503	Allotments	786	1,605	-	165	1,440	1,220	
6504	Street Furniture (Maintenance)	1,319	3,000	-	28	2,972	2,972	
6505	Street Lighting	696	550	-	95	645	645	Accruals 2016-2017
6506	Grounds Maintenance & Watering	20,879	23,000	-	3,485	19,515	19,064	
6507	Community Toilet Scheme	800	1,600	-	-	1,600	1,600	
6508	Public Toilets (Operational Costs)	22,100	30,000	-	206	29,794	29,794	£10,000 (Safe Use) £10,000 (Waterwise) £10,000 (Longstone)
6509	Miscellaneous	10	115	-	-	115	115	
6510	Trailer (Repair & Maintenance)	516	1,020	-	-	1,020	1,020	
6511	Tourism & Signage	310	2,095	-	170	1,925	1,925	
6512	Bus Shelters (Maintenance)	110	600	-	-	600	600	£600 (Window Cleaning)
6513	Twining	31	110	-	-	110	110	
6514	Town Leaflets/Reprinting	20	1,075	-	-	1,075	1,075	
6515	Festive Lights Maintenance & Electricity	419	1,565	-	30	1,595	1,595	Accruals 2016-2017
6516	Road Safety Grant	200	200	-	-	200	200	
6517	Cross & Erwell Woods (Maintenance)	634	1,570	-	247	1,323	1,173	
6518	Highways Training & Equipment	-	2,000	-	-	2,000	2,000	
6519	Flags & Bunting	1,186	1,530	-	-	1,530	1,530	
6520	Community Payback Scheme	4,107	5,000	-	373	4,627	4,627	
6521	Pilmere Estate (Maintenance)	-	6,000	-	-	6,000	5,620	
6522	Waterfront (Maintenance Costs)	2,650	5,000	-	-	5,000	5,000	
6523	Public Footpaths & Bridleways	-	2,000	-	-	2,000	2,000	
	Total Expenditure	73,249	111,635	-	4,549	107,086	105,885	

Code	earmarked Reserve (EMF)	Spend 2016/2017	Balance B/F	Budget 2017/18	From to reserve 2017/18	Spend YTD 2017/18	Actual Funds Available to date	Funds Available after Planned Spend	Comments
6570	EMF Notice Boards (Repair & Replace)	822	4,330	-	-	7	4,323	4,323	
6571	EMF Saltash Recreation Areas	-	26,740	-	10,000	-	16,740	16,740	
6572	EMF Festive Lights	2,507	29,872	6,000	-	1,300	34,572	34,572	£9500 (Waterside Lights) £29166 (Town Lights)
6573	EMF Public Art and Maintenance	2,770	7,230	5,000	5,000	2,290	4,940	4,940	£5000 (Saltash etc.) £5000 (Cathart)
6574	EMF Salt Bins	-	19,422	-	10,000	-	9,422	9,422	
6575	EMF Street Furniture (New and Replace)	-	7,000	3,000	-	-	10,000	10,000	
6576	EMF Disused Toilets Repair/H&S	-	5,000	-	-	-	5,000	5,000	
6577	EMF Pilmere Estate (Capital Works)	5,950	7,050	8,000	-	3,840	11,210	11,210	£12000 (Allotment & Capital Works)
6578	EMF Waterfront (Capital Works)	175	37,625	12,650	-	3,202	47,073	47,073	£450 (Consultancy ONLY)
6579	EMF Bus Shelter Installation	-	10,000	-	5,000	-	5,000	5,000	£10,000 (1 new bus shelter)

6580	EMF Public Toilets	16,707	20,133	-	-	112	20,021	20,021	£9500 (5 year Rapid Programme Figures - Waterside)
6581	EMF Christmas Festival Support Fund	-	1,125	-	-	-	1,125	1,125	
6582	EMF Town War Memorial	-	-	2,000	-	-	2,000	2,000	
6583	EMF Funds for Works Approved in 2016/17	-	2,710	-	-	-	2,710	-	£720 (Memorial Peace Garden) £1990 (Landscaping - Coop Car Park)
	Total EMF	26,931	178,237	36,650	- 30,000	10,751	174,136	171,426	
	Grand Total	102,180	178,237	148,285	- 30,000	15,300	281,221	277,310	

APPENDIX C

To appoint a liaison Member for the War Memorial research and Virtual War Memorial project

At 6 April Town Council Meeting, it was agreed to conduct War Memorial research as agreed below

7/17/18 S106 APPLICATION - WAR MEMORIAL RESEARCH

See attached appendix F to the minutes.

It was **RESOLVED** that Saltash Town Council adopt and support the application with delegated authority to the Town Clerk, Mayor and Chairman of Staffing to organise the management of the project.

Full details of the project are in the S106 proposal in the appendices of the 6 April minutes.

APPENDIX F

Last year, the Town Council was issued with a 'call to arms' regarding the need to show fitting respect to people with a Saltash connection who have given their lives in conflict.

And in his letter dated 2nd December 2016 Peter Clements says: *Before any additions, alterations or corrections are made to Saltash or St. Stephens by Saltash War Memorials please can proper research be conducted? Researching and establishing 'ownership'; the history of the war memorial and all the names, dates, facts and details - making sure these are correct, especially the spellings. And please can this be done before, not after, any additions, alterations or corrections are made."*

Peter Clement's letter was debated at our Full Council meeting, held on 5th January. We gave thanks to Peter Clements, who had conducted many, many hours of research on his own - all in a voluntary capacity. At the meeting, we resolved to search for a genealogist to progress Peter's research. Recognising the possibility that future research establishes there are names that are not recorded on existing war memorials, we further resolved to set aside money in the precept so that we had the capacity to recognise all our war heroes.

We are fortunate that an expert genealogist living in Saltash has come forward to help out. Christine Douglas is with us tonight. So far, she has given 50 hours of research on a completely voluntary basis. Christine has delivered excellent work, and uncovered a wealth of information on people with a Saltash connection who fell in WW1. Her projections, however, show that many, many more hours of work are required.

On 7th March 2017, in an email to all councillors, Peter Clements says: "I think I have now gone just about as far as I can with this project." Christine has therefore put together comprehensive costings for the research required, including the Virtual War Memorial.

The Town Council has a duty to approach various bodies for funding, and it should be remembered that the deadline for committing the LIDL money is fast approaching. The

VWM project does incorporate an element of work experience and employment; Christine has been in touch with Saltash.net, for example, who are very interested in the valuable work experience this would afford their Design and Technology students. It must be remembered that the wording of the S106 deed says: '***This Contribution will be channelled into Town Centre Regeneration and other Community and Employment Improvements.***' So the S106 money is not exclusively for Town Centre regeneration...

The direct impact on living relatives of war heroes is of paramount importance. But there is also the wider impact as we believe Saltash will be the first town in the UK to establish a Virtual War Memorial, a website that is not 'set in stone' as traditional war memorials literally are, which can be amended as new information comes to light. There is also the opportunity for young people in Saltash to get involved. I've spoken with the head of Saltash.net, for example, who is very keen for students there to be involved in the research of the names listed on the Memorial Board in the school. Personally, I am keen for the project to be completed by November 2018, as it will be a fitting tribute to mark the centenary of the end of WW1. I feel that the Town Council, as a compassionate council, should be leading this project, and I feel that S106 funding is a potential avenue of funding in the journey to achieving that goal.

APPENDIX D

There has been a request for guidance on whether or not bonfires should be allowed on allotments. There is currently no guidance in the agreements signed by tenants (a typical agreement is below). A draft set of guidance is written below.

Typical Current Agreement

CHURCHTOWN ALLOTMENTS BY SALTASH TOWN COUNCIL

An AGREEMENT made the xxx day of xxxx Two thousand and seventeen BETWEEN SALTASH TOWN COUNCIL (hereinafter called "the Council") by the hand of Ray Lane, its Clerk and duly authorised Agent of xxxxx (hereinafter called "the Tenant") of the other part.

WHEREBY:

1. The Council agrees to let and the Tenant agrees to take on a yearly tenancy from the first day of January Two thousand and fourteen each year the allotment gardens numbered xxx on the Council's allotment site off Churchtown Cemetery at an annual rental as determined by the Council on first January each year.
2. The Tenant hereby agrees with the Council as follows:-
 - (1) To pay the prescribed rental in advance without deduction by first January in each year.

- (2) To use the land as allotment gardens and for no other purpose and in particular not to keep any animals or birds thereon so as to be prejudicial to health or a nuisance.
- (3) Allotment holders are to use their best endeavours to keep the allotment gardens free from weeds and well manured and otherwise maintain them in a good state of cultivation and fertility and good condition and to keep any pathway or cart track included therein or abutting thereon reasonably free from weeds and to keep any of the said pathways or tracks sufficiently clear to permit access to the allotment gardens whilst pushing a wheelbarrow.
- (4) Not to cause or permit any nuisance or annoyance to the occupiers of any adjoining or neighbouring land of the Council or obstruct or encroach on any path or roadway set out by the Council for the use of the tenants of the allotment gardens.
- (5) Not to under let assign or part with the possession of the allotment gardens or any part of them without the written consent of the Council.
- (6) Not without the written consent of the Council to cut or prune any timber or other trees or take or carry away any mineral gravel sand earth or clay.
- (7) To keep any hedge that forms part of the allotment gardens properly cut and trimmed, all ditches properly cleansed and to use their best endeavours to protect any hedge, fence or gate and any noticeboard which has been or may be at any time erected by the Council upon the allotment garden.
- (8) Not to erect any building on the allotment gardens unless it lies strictly within the planning conditions laid out by Cornwall Council and the specification of conformity as determined by Saltash Town Council.
- (9) Not to use barbed wire for a fence adjoining any path set out by the Council for the use of occupiers of the allotment gardens.
- (10) No corrugated iron or asbestos sheets of any nature to be used or brought on to the site.
- (11) Not without the written consent of the Council to plant any trees or fruit bushes or any crops which require more than twelve months to mature.
- (12) Not to deposit or allow other persons to deposit on the allotment gardens any refuse or any decaying matter (except manure and compost in such quantities as may be reasonably required for use in cultivation) or place any matter in the hedges or ditches situate in or surrounding the allotment gardens or adjoining land.
- (13) Not to bring any dog into the cemetery and allotment gardens.
- (14) Not to keep animals or any livestock of any kind upon the allotment.

- (15) Not to erect any notice or advertisement on the allotment gardens without the consent of the Council.
- (16) To permit any officer or Agent of the Council or the District Council to enter and inspect the allotment gardens.
- (17) To indemnify and keep indemnified the Council from and against any liability in respect of any action, claim, demands, costs and any liability whatsoever by reason of or arising from the act of neglect or default of the tenant including failure to comply with their obligations under the tenancy agreement.
- (18) Car parking in the main car park will be reviewed upon the opening of the Cemetery.

A TENANCY may be terminated in any of the following manners:-

- 1. By re-entry by the Council at any time giving three months previous notice in writing to the Tenant on account of the allotment gardens being required (e.g. grave space required).
 - (i) For any purpose for which it has been appropriated under any statutory provision.
 - (ii) For building, mining or any other industrial purpose or for roads or sewers necessary in connection with any of those purposes.
- 2. By re-entry by the Council at any time after giving one month's previous notice in writing to the Tenant.
 - (i) If the rent or any part thereof is in arrear for not less than 40 days.
 - (ii) If it appears to the Council that there has been a breach of the conditions and agreements on the part of the Tenant herein contained provided that if such breach be of the conditions or rules affecting the cultivation of the land at least three months have elapsed since the commencement of the tenancy.

AS WITNESS the hands of the parties hereto the day and year first before written.

Signed

.....
Mr. Ray Lane, Town Clerk

Signed

.....

I have read the terms and conditions and I agree to rent an allotment at an annual rental as determined by the Council on 1st January each year.

14th June 2017 - Services Committee Appendices A – I

Date

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Signed

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Address

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.....

Telephone No.

.....

E-mail address:

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APPENDIX E

Proposed guidance on allotment bonfires

Rules for Bonfires on Allotments (Saltash Town Council)



Please compost rather than burn. Almost any non-woody plant, including many weeds, can be composted; provided that the compost generates sufficient heat. Pernicious weeds such as Japanese Knotweed and plants infected with fungal diseases like Club Root, Downey Mildew or White Rot should be burnt (when dry) or taken to an approved tip.

Bonfire restrictions

No bonfires are permitted between 1 April to 30 September

From 1 October to 31 March, bonfires are permissible on the following dates and times:

- Tuesdays after mid-day
- First Saturday of the month after mid-day

Bonfires must not be started before mid-day and must be extinguished, if not burnt out, by dusk.

Bonfire guidelines

Prior to lighting your bonfire, please move materials stored in autumn and winter to a new location, in order to ensure that any animals within may escape.

- No material other than that produced on your plot is to be burnt on site.
- Only burn when suitable weather conditions permit to avoid causing a nuisance to local residents (wind drift etc.)
- Only organic matter such as wood, prunings and dry vegetable matter to be burnt.
- Do not set fire to massive piles of material, it is better to start your bonfire with a medium stack and then add more material when it is very hot.
- Non-vegetable matter such as plastic, rubber, roofing felt or bitumen, carpet, etc. **shall not** be burnt. Flammable liquids such as old sump oil **shall not** be burnt or used to light fires.
- Extinguish the bonfire before leaving the site - do not let the fire smoulder after you have gone.
- Only burn on your own plot, do not light fires for others.
- In the event of a reasonable complaint to the plotholder from another tenant, or a member of the public, with regard to a nuisance being caused the bonfire must be extinguished immediately.

Please Note: Any violation of times or conditions will lead to termination of tenancy. Saltash Town Council will not accept liability for any loss, damage or nuisance caused to other plots or adjacent land, nor any injury caused by bonfires. Any such loss, damage, nuisance or injury caused will be regarded as the responsibility of the person lighting the fire.

APPENDIX F

Christmas event 2017

As the proposed Events team is no longer available the Chamber of Commerce have offered to manage the Christmas Event.

Obviously any planning for this event is at an early stage and previous event timetable etc. lessons learnt are being considered.

There will be a need for liaison between the council and the event organisers. Members will be invited to make themselves available for this purpose

At the end of the last Christmas event there was a surplus of £1,125 and it was agreed to set up an Ear Marked Fund "Christmas Festival Support Fund" which would be used to assist the organisers of the next event.

Additional funds will be needed and bids are being drawn up and will be submitted when the costs have been fully established.

APPENDIX G

Festive Lights Formation of Working Group

A group needs to be set up to examine the options available for festive lights and to produce costed proposals for this Christmas.

This will be done in liaison with the group managing the Xmas Event

For information the options considered last year are attached below:

Christmas Decorations Report:

QUOTE 1

- ☐ Installation and removal of lit garlands on the Museum, Elliotts and the Guildhall.
- ☐ Installation, removal and storage of the town's cross-road Christmas lights.
- ☐ Installation, decoration and removal of a fresh tree (min 20ft) in Victoria Gardens plus safety fencing.
- ☐ Installation, decoration and removal of a fresh tree (min 20ft) Waterfront plus safety fencing.

Christmas Decorators - £3,500.00

Lite – Declined to quote.

Festive Lighting – Design work only – Declined to quote.

- ☐ Illuminated lights on the railing of Victoria Gardens (design to be determined).
- ☐ LED lights in trees in front of the Coral shop.

Christmas Decorators - £1,750.00

Lite – Declined to quote.

Festive Lighting – Design work only – Declined to quote.

- ☐ A sign - 'Merry Christmas' or 'Merry Christmas and A Happy New Year from Saltash' perhaps also in Cornish. Design to be determined. Approximately 4m x 3m sign.

Christmas Decorators - £1,500 - £2,000.00.

Lite – Declined to quote.

Festive Lighting – Design work only – Declined to quote.

- ☐ Replacement of catenary wire and bulbs on Fore Street prior to the install of Christmas lights (November).

Christmas Decorators - £10,000.00 approx.

Lite – Declined to quote.

Festive Lighting – Design work only – Declined to quote.

QUOTE 2

☐ Purchase of Fore Street cross-road Christmas lights, garlands, Christmas trees for Victoria Gardens and the Waterfront, LED lights for the railings at Victoria Gardens, LED lights in the trees in front of the Coral shop.

Field and Lawn - £15,000.00

☐ Hire of Fore Street cross-road Christmas lights, garlands, Christmas trees for Victoria Gardens and the Waterfront, LED lights for the railings at Victoria Gardens, LED lights in the trees in front of the Coral shop.

Field and Lawn – Hire price for year 1: £8,000.00

Hire price for year 2: £4,000.00

Hire price for year 3: £4,000.00

☐ Installation and removal of the above lights which will include all electrical infrastructure and consumables and provision of transport and labour, and access equipment.

Field and Lawn – Yearly price of £7,300.00

☐ Purchase of a Merry Christmas sign from one of their schemes installed last year. It is approximately 14m x 1.5m.

☐ Installation.

Field and Lawn - £1,000.00 purchase of sign

Field and Lawn – installation costs TBC

☐ To provide a team to carry out a soft switch on.

Field and Lawn – Yearly price of £750.00

☐ To provide new catenary wires and electrical cable / plugs and sockets.

Field and Lawn – £1,200.00

☐ To store and create yearly condition reports on the festive lights.

Field and Lawn – Yearly price of £1,000.00

Please note after year 1 there would be a small cost to cover consumables in following years.

Total Cost:

Christmas Decorators - £17,250.00.

Field and Lawn Purchase - £25,250.00

Field and Lawn Hire - £18,250.00 (Year 1)

£14,250.00 (Year 2 & 3)

Budget: EMF Festive Lights = £29,166.00

2016 Costs: Christmas Decorators - lights, garlands, Victoria Gardens Christmas tree: £2,400.00.

Hine Brothers - Waterfront Christmas tree: £100.00.

All of the above to include – installation, maintenance, removal, subsequent storage, health and safety and subject to a site survey

APPENDIX H

Proposal: Traffic Management for Community Events Training

Prepared by Councillor Matt Coot

Targets:

- For Saltash Town Council to set up a fund of £700 so that up to twenty residents of Saltash can obtain a road closure qualification from Notter Bridge Training.
- To create a group of community volunteers trained in how to close roads for community events in Saltash. This group will be listed and readily accessible to community event organisers, who can then request support from the individual volunteers.

Requirements:

- Cornwall Council will pay for half of the course costs (£35 each), plus the Lantra ID card (£30 each).
- To encourage participation in this scheme, STC could cover the remaining costs (£35 each).
- STC could book a training session for Saltash Guildhall (approximately a minimum of six candidates). We could book multiple through the year, as this wouldn't necessarily have to be a one-off activity.

Rationale:

- With the growing number of events in the town, but with a low number of people qualified in traffic management, it would make sense to promote this training opportunity. It would make community events easier and, potentially, cheaper.
- This project would also show that we are a proactive council who support local residents in obtaining further qualifications.
- It would also encourage more community engagement from residents who might not yet be involved in community projects.

Time plan:

- **June:**
 - Project proposal discussed and (hopefully!) approved by Services Committee,
- **July:**
 - Liaise with Notter Bridge Training (Cormac) to obtain provisional dates,
 - Promotional campaign on website, social media, and traditional media. Campaign will encourage anyone interested to sign up,
- **August to December:**
 - Training sessions
 - List of qualified 'traffic managers for community events' available on STC website.
- **June 2018:**
 - Assess the effectiveness of the project and whether to repeat it.

Useful information can be found at: <http://www.cormacltd.co.uk/what-we-do/notter-bridge-training-centre/traffic-management-for-community-events/>

APPENDIX I

Park bench sited at Callington Rd traffic lights.

Propose removal.

Reasons

Area collects rubbish, rubbish not remove due to lack of resources.

Eye sore.

Park Bench sited in the wrong place.

Bench used late at night for youths drinking.

Complaints from various residence.

Cllr. Taylor

