

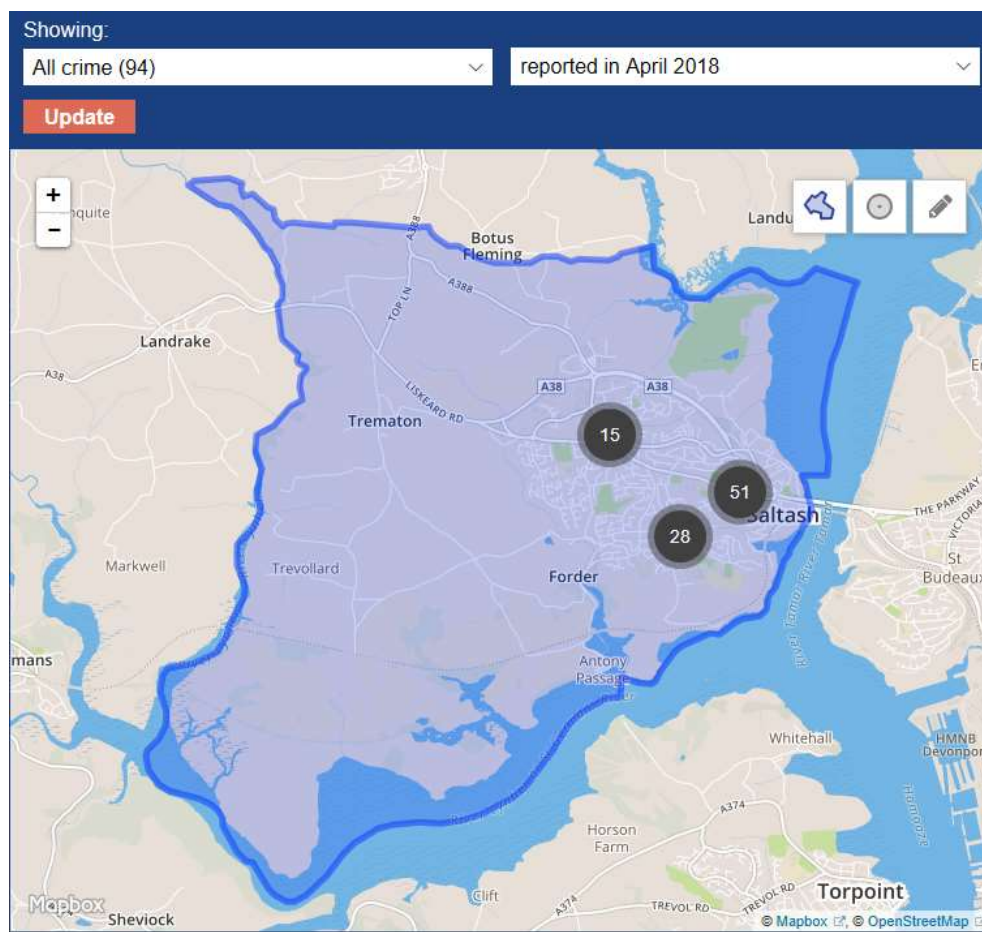
Agenda no. 6**MAYOR'S REPORT TO SALTASH TOWN COUNCIL 7TH JUNE 2018**

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

Monday 7 th May	Saltash-Plougastel Twinning Association Annual Dinner at the China Fleet Country Club.
Thursday 10 th May	Mayor Making Ceremony.
Sunday 13 th May	Callington Town Council Civic Church Service.
Thursday 17 th May	Launceston Town Council Mayor Choosing & Civic Reception.
Friday 18 th May	Lord Mayor of Plymouth Mayor Choosing Ceremony.
	Lord Mayor of Plymouth Mayor Choosing Dinner.
Sunday 20 th May	Lord Mayor of Plymouth Civic Church Service.
Sunday 20 th May	Saltash Rugby FC Youth Presentation.
Tuesday 22 nd May	Callington Town Council Mayor Making Ceremony.
Wednesday 23 rd May	Civic reception at Saltash Guildhall for Saltash Rugby FC Twickenham Squad.
Friday 1 st June	H.M.S. Raleigh Passing Out Parade.

The Deputy Mayor has attended:

Friday 4 th May	Saltash Video Group Annual May Fair Film Show.
Saturday 5 th May	Saltash Ladies Choir 70 th Anniversary Concert.
Monday 14 th May	City of Truro Annual Mayor Making Ceremony.
Wednesday 16 th May	Liskeard Town Council Mayor Choosing Ceremony
Thursday 17 th May	Torpoint Town Council Mayor Making Ceremony.

Agenda No. 7**All crime (94)****Crime types**

- Anti-social behaviour (30)
- Bicycle theft (0)
- Burglary (11)
- Criminal damage and arson (9)
- Drugs (2)
- Other crime (0)
- Other theft (5)
- Possession of weapons (0)
- Public order (0)
- Robbery (0)
- Shoplifting (13)
- Theft from the person (0)
- Vehicle crime (2)
- Violence and sexual offences (22)

Agenda No. 11 – Minutes for Approval

DRAFT Full Town Council Minutes 3rd May 2018 – Please see website.

DRAFT Town Council (Planning) Minutes 15th May 2018 – Please see website.

Agenda No. 12 a-b**April Income**

	Details	Net	VAT	Gross	S106
Barclays	Loyalty Reward 13/2-12/3	£6.00		£6.00	
Cemetery Income		£1,225.00		£1,225.00	
Cornwall Council	Precept 18-19 CTS Grant - 1st Instalment	£11,433.32		£11,433.32	
Cornwall Council	Precept 18-19 -1st Instalment	£368,237.50		£368,237.50	
Cornwall Council	Waste Incentive Neighbourhood Scheme Grant - To be Pd to SEA	£500.00		£500.00	
Guildhall Bookings		£633.20	£2.88	£636.08	
Moorings Income		£1,595.87	£319.13	£1,915.00	
Public Sector Deposit Fund	Interest	£69.01		£69.01	
Rent		£1.00		£1.00	
Trailer Hire		£75.00	£15.00	£90.00	

April Expenses

Supplier	Details	Net	VAT	Gross	S106
Amazon	Refund for Amazon Prime Cancellation	-£7.99		-£7.99	
Amazon	Various Stationery	£57.40	£9.51	£66.91	
Barclays	Bank Charges	£23.99		£23.99	
Barclays	Transfer to Barclays Saver	£250,000.00		£250,000.00	
Brandon Hire	Hire of Fencing for Pillmere March 2018	£39.60	£7.92	£47.52	
Brandon Hire	Pressure Washer	£1,558.00	£311.60	£1,869.60	
British Gas	Belle Vue Toilets Electricity 29/12/17-29/03/18	£67.45	£3.37	£70.82	
British Gas	Guildhall Gas 01/01/18-31/03/18	£1,161.57	£232.31	£1,393.88	

CALC	CALC Membership 2018/19	£2,315.29	£266.19	£2,581.48	
CALC	Staff Training	£45.00	£9.00	£54.00	
CF Corporate	Lease on Printer	£500.00	£100.00	£600.00	
CHUBB	Fire Extinguishers Guildhall & Portacabin	£38.76	£7.75	£46.51	
City College of Plymouth	Staff Training	£149.00		£149.00	
Consortium	Various Stationery	£96.65	£19.34	£115.99	
Cornish Times	Tender Advert Longstone Depot	£129.50	£25.90	£155.40	
Cornwall Council	DBS Checks	£175.00	£10.00	£185.00	
Cornwall Council	Licence 18/19 Land at rear of Grenfell Avenue	£120.00		£120.00	

Cornwall Council	S106 Contribution towards Saltash Pontoon Refurbishment	£20,000.00		£20,000.00	£20,000.00
Cornwall Council	Guildhall Business Rates	£816.91		£816.91	
Cornwall Council	Maurice Huggins Business Rates	£55.08		£55.08	
Cornwall Council	Waterfront Toilets Business Rates	£72.00		£72.00	
Cornwall Pensions	Pensions April 2018	£5,324.40		£5,324.40	
Crown Copiers	Photocopying Charges February - April 18	£179.39	£35.88	£215.27	
Dainton Group Services	Waterfront Cabin April 2018	£128.58	£25.72	£154.30	
Devon & Cornwall Maintenance Solutions	To remove all play equipment at Pillmere	£1,840.00	£368.00	£2,208.00	
DWP	Deductions	£130.10		£130.10	
EDF	Street Lights x2	£68.32	£3.42	£71.74	
EE	Mobile Phone Charges March 2018	£83.10	£16.62	£99.72	
Efficient Comms Ltd	Guildhall Telephone Charges March 18	£47.67	£9.53	£57.20	
Ellis Whittam	Occupational Health Assessment	£525.00	£105.00	£630.00	
EON	Cemetery Electricity 20/02/18-16/03/18	£31.77	£1.59	£33.36	
EON	Guildhall Electricity 20/02/18-16/03/18	£419.17	£83.83	£503.00	
Glendale Grounds Management Ltd	Footpaths Contract April 18	£135.55	£27.11	£162.66	
Glendale Grounds Management Ltd	Grounds Maintenance April 18	£1,384.45	£276.89	£1,661.34	

Hays	Temp Admin Officer w/e 16/3/18	£555.80	£111.16	£666.96	
Hays	Temp Admin Officer w/e 23/3/18	£444.64	£88.93	£533.57	
Hays	Temp Admin Officer w/e 30/3/18	£457.52	£91.50	£549.02	
Hi Devon	Energy Certificate & Recommendations	£295.00		£295.00	
HRMC	PAYE April 2018	£4,513.86		£4,513.86	
ICMM	Council Membership	£90.00		£90.00	
ICMM	Staff Membership	£90.00		£90.00	
IRQ Systems Ltd	IT Services - April 2018	£334.99	£67.00	£401.99	
Livewire	Youth Work 2017/18 - 2nd Payment	£5,000.00		£5,000.00	
Living Wage Foundation	UK Living Wage Renewal Subscription 18/19	£120.00	£24.00	£144.00	
Lowe & Fletcher	Refund for Overcharge on Key for Finance Office	-£8.33	-£1.67	-£10.00	

NBB Recycled Furniture	Picnic Tables x 3	£1,545.00	£309.00	£1,854.00	
Plymcrete	Concrete to install picnic tables	£271.96	£54.39	£326.35	
Plymouth Business Training	Staff Training	£149.00		£149.00	
Rosevale Accountants	Finance Consultancy March 2018	£680.00		£680.00	
Royal British Legion	Metal Silent Soldier	£250.00		£250.00	
Sage UK	Card Machine April 18	£28.00	£5.60	£33.60	
Sage UK	Card Machine Charges April 18	£52.32		£52.32	
Sage UK	Card Machine Charges April 18	£4.80		£4.80	
Sage UK	Sage Pension Licence Module 18/19	£132.00	£26.40	£158.40	
Saltash & District Observer	Town Messenger April 2018	£300.00		£300.00	
Saltash DIY	Various Materials/Tools for Different Sites	£101.37	£20.25	£121.62	
Saltash Gateway CIC	Rent for Belle Vue Office April - June 2018	£400.00		£400.00	
Saltash United Football Club	S106 Saltash United Football Club Grant	£9,344.40		£9,344.40	£9,344.40

Saltash Window Cleaning	Guildhall Window Cleaning March 18	£45.00		£45.00	
Screwfix	Barrier Tape Waterfront	£11.21	£2.24	£13.45	
Screwfix	Various DIY Materials to Repair Belle Vue Toilets	£118.32	£23.66	£141.98	
SLCC Enterprises Ltd	Staff Training	£75.00	£15.00	£90.00	
South West Water	Alexandra Square Water 23/12/17-18/03/18	£35.32	£2.97	£38.29	
South West Water	Belle Vue Toilets Water 23/12/17-21/03/18	£134.58		£134.58	
South West Water	Waterfront Toilets Water 23/12/17-18/03/18	£63.95		£63.95	
Staff Salaries	April 2018	£16,852.18		£16,852.18	
Tamar Valley Tourism Association	Staff Training	£15.00		£15.00	
Toys 4 Vans	Roof Rack for STC Van	£120.08	£24.02	£144.10	
Trainline	Staff Travel Expenses	£18.35		£18.35	

Travis Perkins	Timber for Picnic Benches	£5.91	£1.18	£7.09	
Travis Perkins	Cladding to repair Belle Vue Toilets	£132.20	£26.44	£158.64	
Travis Perkins	Various Materials/Tools for Different Sites	£14.40	£2.88	£17.28	
UK Fuels	Fuel Card Charge March 18	£1.00	£0.20	£1.20	
Vaughtons	Delivery of the Deputy Mayor's Chain	£11.00	£2.20	£13.20	
Westcountry Skip Hire	Skip for Asbestos Removal at Station Building	£1,200.00	£240.00	£1,440.00	
Western Web Ltd	Annual Webspace Renewal	£67.00	£13.40	£80.40	
Westcountry Skip Hire	Skip Hire - removal of soil for picnic benches Waterfront	£236.00	£47.20	£283.20	
WPS Insurance Brokers	Insurance Longstone Depot	£219.14		£219.14	

Agenda No. 13



Sheryll Murray MP

Raymond Lane
Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
Cornwall
PL12 6JX

25th May 2018

Dear Ray

I am aware that the quality of our air is something that concerns many residents and their local Council.

The Government have, this week, published its Clean Air Strategy for consultation and I have enclosed a copy of a letter I have received from the Secretary of State for Environment, Food and Rural Affairs on this topic.

I have also enclosed, for your information, the transcript of an Urgent Question that I asked to the Secretary of State on this matter and his response.

You can respond to this consultation at <https://consult.defra.gov.uk/environmental-quality/clean-air-strategy-consultation/> and I sincerely hope that you do make your opinions on this matter known to the Government this way.

If you need any further information, please do not hesitate to contact my office using the details below.

Kind regards,



Sheryll Murray MP
Your Local Member of Parliament

Enc: Letter dated 24th May, Question dated 22nd May



Department
for Environment
Food & Rural Affairs

The Rt Hon Michael Gove MP
From the Secretary of State for Environment, Food
and Rural Affairs

Seacole Building
2 Marsham Street
London
SW1P 4DF

T 03459 335577
defra.helpline@defra.gsi.gov.uk
www.gov.uk/defra

24 May 2018

Dear Colleagues,

I am writing to let you know that the government published its Clean Air Strategy for consultation on Tuesday 22 May. As I set out in my written statement to the House, air pollution is a major public health risk ranking alongside cancer, obesity and heart disease and this Strategy is the latest stage in this Government's efforts to reduce and reverse the effects of air pollution on our health and on our natural environment.

Air pollution is generated by a wide variety of sources; fuel used for domestic heating, the application of fertilisers on agricultural land, the use of chemicals in industry, sea, rail, air and road transport among others.

This Government has already taken steps to improve our air quality with the publication of the Plan for tackling roadside emissions in July 2017. The Plan sets out how we would achieve compliance for NO₂ concentrations in the shortest possible time, supported by a £3.5 billion investment to help reduce harmful NO_x emissions, including £475 million to Local Authorities to enable them to develop their own air quality plans. In it we also committed to phasing out the sale of conventional diesel and petrol cars by 2040 and taking them off the road altogether by 2050. This is more ambitious than any EU requirement and puts Britain in the lead among major developed economies.

However we are acutely aware that road transport is not the sole source of air pollution and that is why we have published our comprehensive Clean Air Strategy consultation. This Strategy outlines specific steps we can all take to tackle emissions of the five most harmful air pollutants; ammonia, nitrous oxides, volatile organic compounds, particulate matter and sulphur dioxide.

The Strategy includes ambitious new goals to halve the number of people living in locations where concentrations of particulate matter are above the WHO guideline limit of 10 µg/m³. This is twice as challenging as our current EU limit of 20 µg/m³, which we are currently meeting. It also includes specific steps to ensure that only the cleanest domestic fuels will be available for sale, to manage better the use of manures and slurries on agricultural land, to ensure non-road mobile machinery is effectively policed, to introduce new primary legislation to give Local Government new powers to improve air quality and to develop a personal air quality messaging system to inform the public about the air quality forecast.

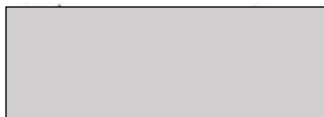
One particular pollution source which has seen an increase in recent years is domestic burning of wood and coal. This now accounts for 38% of the primary particulate matter produced in the UK and also contributes to emissions of sulphur dioxide. Particulate matter can have short and long-term health impacts and effects are amplified in vulnerable groups. However not all forms of domestic burning are equally polluting and there are a number of steps which individuals can take to drastically reduce emissions produced by their appliances, including burning properly seasoned wood, buying modern clean stoves and properly maintaining their chimneys and appliances.

The Government is not banning domestic burning or prohibiting anyone from owning or installing a stove or requiring anyone to change their stove. Instead, we will ensure that in future only cleaner stoves can be sold, pushing the industry to go further and faster than the Ecodesign regulations which will come into force in 2022. We will also ensure that only cleaner fuels can be sold, removing traditional coal from sale in favour of low-smoke alternatives and phasing out the sale of wet wood in small volumes. Cleaner fuels and stoves produce less smoke, less soot and more heat.

Emissions of all pollutants have fallen consistently since 2010 but this Strategy marks the most ambitious steps yet to accelerate our progress towards cleaner air for all.

My colleagues and I at the Department for Environment Food and Rural Affairs would be more than happy to host a briefing session with any members who would like to understand more about the ambitious proposals we have published.

With every good wish,



Michael Gove

**Transport Emissions: Urban Areas
22nd May 2018 – House of Commons**

Sheryll Murray Conservative, South East Cornwall

Will my right hon. Friend confirm that new primary legislation announced today will give authorities such as Cornwall Council the power they need to protect communities such as Tideford and Gunnislake in my constituency from air pollution?

Michael Gove The Secretary of State for Environment, Food and Rural Affairs

Absolutely; I am grateful to my hon. Friend for making that point. We want to work in partnership, and local authorities such as Cornwall Council can make sure that the communities in her constituency—in particular the children who attend primary schools in those communities—can be protected from the impact of air pollution. I am grateful to her for championing much of the work in this consultation throughout her time in this House.

Agenda No. 14 a-d: Committee Minutes for Approval

DRAFT Services Committee Minutes Wednesday 9th May 2018 – Please see website.

DRAFT Staffing Committee Minutes Tuesday 22nd May 2018 – To follow.

DRAFT Burial Board Minutes Tuesday 5th June 2018 – Please see website.

DRAFT Burial Authority Minutes Tuesday 5th June 2018 – Please see website.

Agenda No. 17a**SALTASH SECTION 106 FUNDING DEPLOYMENT PANEL
APPLICATION FORM****A. Overview**

1. Name & Address of Organisation COMMUNITY ENTERPRISES P L12
4 FORE STREET SALTASH
2. Title of Project BELLE VUE (FORMER TOILETS)

3. Brief description of project: To take a 50 year lease of the building and use
it for craft workshops/storage/sales. Ideas include as a start up base for
Craftstore

4. Total Funding requested : £8750

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="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: 12/2/18

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: _____

Position: DIRECTOR

Contact tel.: _____

E-mail: _____

5. Senior contact name: _____

Position: CHAIRMAN

Contact tel.: _____

E-mail: _____

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: Belle Vue Road, No. 4 Fore Street, Hopper Bus, Pop-up shops

7. In the event that your organisation ceased to exist, what would happen to its resources and assets? As per articles of Association

D1. About the Project/Project Element

1. Title of Project/Project Element: WORKSHOPS AND FORMER BELLE VUE ROAD TOILETS
 2. Description: To create space within the building to form craft/arts workshops but initially to provide space to accommodate scrapstore
 3. Please tick to indicate which priorities your project (element) meets, and explain how it meets them:-
 - i) Town Centre Regeneration ☒
The building has been redundant for a few years and the proposed use would regenerate it and provide something different in the town
 - ii) Generation of Employment Space ☒
A manager/manageress would run the venture as scrapstore and, when in use as craft units it would provide the ability for 'at home' crafters to expand and take on staff
 - iii) Other Community Benefit ☐
 4. Details of volunteer time involved in project: Negotiation of lease from Cornwall Council, overseeing the works and dealing with lettings
 5. Details of other sources/amounts of funding secured: None secured to date but other opportunities being considered
 6. Details of other sources/amounts of funding pending: _____
-

7. Breakdown of costs

Item	Cost	Source of cost (including estimate)
1. Removal of internal Walls/structural beam Installation	£1500	Local contractor
2. Plumbing/provision of Staff facilities	£2000	Local contractor/plumber
3. Rewire lighting/power	£1500	Local electrician
4. Basic heating system	£1000	Local electrician
5. Window/door	£1000	UPVC supplier
6. Roof overhaul	£1000	Roofing contractor
7. Decoration/peripherals	£750	Decorator
TOTAL	£8750	

8. Total costs requested from Section 106 Funding: £8750
9. If approved, when would the project begin? ASAP
10. When would the project be complete? Works to be completed in 4 months but with a 50 YEAR LEASE
11. What ongoing maintenance would be required, and how would this be funded (including if it is part of the bid)? Funded from revenue
12. Do you require insurance for this project? Yes ☒ No ☐
 If yes, please give details Buildings Insurance/ Public Liability
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: Completion of lease

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

Risk Item	Severity	Proposed Mitigation

E. Project Management

1. Project Managers name: _____

Position: _____

See Section B

Contact tel.: _____

See Section B

E-mail: _____

See Section B

2. Breakdown of Project Management Costs N/A

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

F. Total Costs requested from Section 106 Funding - £8750**G. Treatment of Value Added Tax –**

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

BUSINESS PLAN – RE. BELLE VUE ROAD (FORMER) TOILETS

PROPOSAL – To take a 50 year lease of the building and accessways and convert to two workshop units with retail sales for start up/single person either on a pop-up basis or for longer term use. Once established then to extend the extent of the building over the site area to create additional space for further units.

APPRAISAL – 1st 5 years

CAPITAL COST - £8750

RENTAL INCOME £40 p.w. per unit £4160 p.a.	£4160
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GROSS RETURN ON CAPITAL 47.5%

ALLOWANCE FOR VOID PERIODS 10%	£416
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GROSS RENTAL INCOME	£3744
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LESS ANNUAL EXPENDITURE

a. Rates	£760
b. Energy	£1040
c. Insurance	£250

TOTAL	£2050	£2050
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NET INCOME	£1694
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RETURN ON CAPITAL EXPENDITURE 19.4%

Agenda No. 17b**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

Saltash ScrapStore

3. Brief Description of Project

To set up a community hub that will actively promote recycling, reuse and creativity by:

- Collecting excess scraps from the business community
- Selling scraps at minimal cost to community groups, schools etc.
- Acting as a venue for craft and repair workshops

4. Total Funding Requested

£ 8900

5. Dates/instalments that funding is required

As soon as possible to enable us to start the recruitment process for a project manager and work on details like the collection of scraps and membership schemes. In the event that the Belle Vue block is not ready, we will start with a soft launch using 4 Fore Street.

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

Copy of Accounts (except for public bodies) N/A

Copy of Standing Orders (except for public bodies) N/A

Copy of Insurance for this project (if applicable) 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

29/5/18

C. About the applicant organisation**1. Brief description of aims of the organisation, its status and date**

Community Enterprises PL12 (CIC), founded in 2006.

A membership organisation run by volunteers for the benefit of the community to improve facilities and services.

2. Project Contact**Community Enterprises PL12**

Name:

Position:

Director, Community Enterprises PL12

Contact tel.

Email

3. Please give a brief description of other projects delivered by the organisation; particularly those of a similar nature to the project for which you are bidding.

- Setting up and running a community market in 4 Fore Street
- Running an information hub
- Operation of the community's Hopper Bus
- Management of the Belle Vue office building

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

As per the CIC constitution.

D. About the Project**1. Title of Project**

Saltash ScrapStore

2. Description

Every day, local firms discard items such as production off-cuts, surplus stock, unwanted packaging and materials such as card, fabric, plastics or wood that could be reused in creative projects. In conjunction with the Saltash Chamber of Commerce, the retail community and the Saltash Hopper Bus, we intend to collect these excess materials, sort them and put them up for sale at minimal cost to schools, community groups and members of the public.

This will enable the reuse and recycling of materials that would otherwise go to landfill, heighten awareness of environmental issues, and encourage creativity within the town. Craft sessions and repair workshops will further encourage creativity, promote environmental awareness and encourage community cohesion. The workshops and sessions will have the additional benefit of giving local entrepreneurs such as felt-makers, jewellery designers and repair firms the chance to showcase their businesses.

In formulating the concept, we have consulted with Cornwall and Plymouth ScrapStores. The Cornwall Scrapstore has 2 outlets, one outside Camborne and the other in St. Austell. Since opening in 1994, Cornwall ScrapStore has grown its membership from an initial 60 groups to the current level that averages 750 groups and families, representing around 55,000 users per year. The Plymouth ScrapStore set up 22 years ago. Both of these organisations have a wealth of experience that they are willing to share with us.

This application is to cover start-up costs and management overheads for a 12-month period. Preliminary research suggests there is a great deal of community support, but robust assessment at the end of this 12-month period will determine the financial viability going forward.

Any and all income generated will be ploughed in to the operation of the ScrapStore. In the event that the Saltash ScrapStore ceases to continue after the initial 12-month period, any assets and remaining income will be handed over to the CIC.

We also intend to join Reuseful UK, the nationwide organisation for Scrapstores. Benefits include:

- Getting information about national suppliers who offer unwanted goods
- Getting involved in Scrap Swaps
- Visibility through the online Scrapstores Directory
- Representation on national negotiations

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

- i) Town Centre Regeneration ☒
Refurbishment of an unused building in the town centre and the generation of footfall from young families.
The ScrapStore will support town centre events such as the May Fair through street decoration and costumes for parades etc.
(Craft items have already been donated to Brunel School to help the children make costumes in the Regatta Parade.)
-

- ii) Generation of Employment Space ☒
There is a requirement for a part-time manager (10 hours per week) to oversee the running of the ScrapStore and manage the volunteers.
- iii) Other Community Benefits ☒
 - The ScrapStore will be a vibrant reminder to 'reuse and recycle'. The provision of an exterior drinking water tap will encourage people to refill bottles, supporting the campaign to reduce single-use plastics
 - Schools, theatre groups and community groups will be able to buy materials at a greatly reduced price, encouraging them to be creative and inventive in making artwork, costumes, theatre staging, jewellery, masks or fancy dress
 - There is a growing community of families who choose to home educate their children. The ScrapStore will be a valuable resource for these families
 - The overall concept, the craft workshops and repair sessions will generate community cohesion
 - Scrapstore will be able to provide materials to help people supporting children with sensory disorders

3. Details of volunteer time involved in project

A part-time manager will be employed to oversee and co-ordinate the project, but many volunteers have already come forward to offer their help and support. This includes:

- Volunteers who have helped shape the concept
- Volunteers who will drive the Hopper bus
- Volunteers who will sort the material and staff the unit
- Volunteers who will run craft sessions and repair workshops

4. Details of other sources/amounts of funding secured

- Various items have already been donated, including a cash till, fabric and storage containers.
- The CIC allows the ScrapStore project to store collected items at 4 Fore Street until such time as the demand exceeds capacity.

5. Details of other sources/amounts of funding pending

- The CIC will allow the ScrapStore project the use of the refurbished block in Belle Vue car park at a peppercorn rent for an initial period of 12 months.
- The CIC agrees to cover rates should they be levied.

- Funding bids are being submitted to enable the ScrapStore to purchase craft supplies (such as paint-brushes and tulle) to sell on at a discounted price, and products that promote environmental awareness (such as Refill bottles, environmentally-friendly paint and bamboo straws).

6. Breakdown of costs

Item	Cost	Source of cost (inc. estimate)
FIXTURES (sink, shelving units, storage containers etc.)	£1000	Various
LAPTOP and PRINTER	£400	
EQUIPMENT FOR MEMBERSHIP CARDS (laminator, laminator sheets, card, ink etc.)	£50	
PUBLICITY (social media, leaflets, posters etc.)	£500	
UNIFORM FOR VOLUNTEERS	£80	Speedyprints (£10 per T-shirt)
INSURANCE	£300	A local broker
UTILITIES (for 12 months)	£780	£50/m electricity £15/m water (estimated using figures from similar properties)
INSTALLATION OF EXTERIOR WATER TAP (Push-style)	£200	Local firm
EXTERIOR LIGHTING	£150	
SIGNAGE (2 X pavement signs, 2 x fascia signs)	£300	Hello Print
6 x CRAFT WORKSHOPS	£300	£50/workshop
6 x REPAIR SESSIONS	£300	£50/session
1-YEAR MEMBERSHIP OF REUSEFUL UK	£40	

7. Total costs requested from Section 106 Funding

£4400

8. If approved, when would the project begin?

The process for appointing the Project Manager would begin as soon as the lease is concluded between Cornwall Council and the CIC. The aim would be to open the doors within 1 month of refurbishment work of the Belle Vue block having been completed.

9. When would the project be complete?

This initial phase (covered by this funding application) would be complete after 12 months.

10. What ongoing maintenance would be required, and how would this be funded (including if it is part of the bid)?

No ongoing maintenance required.

11. Do you require insurance for this project? Yes ☒ No ☐

If yes, please give details:

Public Liability Insurance (as shown in the Breakdown of Costs).

12. 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.

13. 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.

14. Do you require any further permission(s) for this work, including planning permission? If so, please indicate the permissions required and current stage: Yes ☒ No ☐

Planning permission will be required for change of use. Application will be submitted should the project receive funding.

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

Risk Item	Severity	Proposed Mitigation
Failure of CIC to secure lease from Cornwall Council	High	Host the ScrapStore at 4 Fore Street in the interim. (NB Heads of terms have already been agreed between the parties)
The potential to incur business rates	Low	Investigate options for rate relief. Agreement has been secured that CIC will cover any business rates that might be levied.
Lack of storage space	Low	Scraps will initially be stored in 4 Fore Street. Should this prove insufficient we will try and negotiate discounted rates with storage companies

E. Project Management

1. Project Manager name Not yet known (*to be appointed through an interview process should the funding bid be successful*)

2. Breakdown of Project Management Costs

Item	Cost	Source of cost (inc. estimate).	included in Section D estimates?
Manager (for a period of 12 months)	£4500	£9/hour 10 hours/week 50 weeks	No
Total	£4500		

F. Total Costs requested from Section 106 Funding

1. Costs from Section D1 £4400
 2. Costs from Section D2 £N/A
 3. Costs from Section E £4500
 4. **TOTAL COSTS** **£8900**

SUPPORT FOR A SCRAPSTORE IN SALTASH

I write to register huge support from Girlguiding Saltash. I am the District Commissioner and as a charity we run our units on a minimal budget so having a resource such as this would be amazing for all of our 14 Girlguiding units. We have over 300 members in Saltash. Thank you from all Saltash District Girlguiding members.

J.D. District Commissioner, Girlguiding Saltash

Saltash Scrapstore was discussed at length at our recent SEA meeting, and all members were wholehearted in their support of the concept. We are sure that the project will serve to promote environmental awareness, recycling and creativity. Should funding be approved, SEA will lend its support wherever possible to help ensure the project is a success both in the short-term and in the long-term.

D.P. Chair of Saltash Environmental Action

We home educate and would use the Scrapstore for art and craft supplies, as well as stuff for projects and ideas. There is a growing home ed community in Saltash, and I imagine that the home ed groups in surrounding areas like Liskeard and Callington would use it as well.

A.T.

Just to say I would use your facilities as a home ed family. We live in Launceston. All other scrap stores are too far away, but we are desperate to be able to make use of one. I know of many other home ed families that would too.

S.W.

We are emailing in support of your application to open a permanent base in Saltash. We feel this would be of huge benefit to the community and as a family we would also be very keen to have access to such a facility. We have two primary aged children who are always desperate to do arts and crafts projects and often find ourselves going to Plymouth to access a good range of materials at an affordable price. My husband is a Primary teacher and I am a paediatric speech and language therapist, we are both often involved in creative projects through our work and would be able to extend our current range of resources if we had access to a Scrapstore in Saltash.

In addition to this, we are members of two local community groups: the Community Action Team in Hatt, and the Brunel Friends Association (PTA for Brunel Primary). We put on events, do fund raising and support a range of activities for adults and children. We could really benefit and extend our work if we had access to a range of affordable, creative resources.

We really hope that the funding bid will be accepted and that Saltash Scrapstore will become a reality for the local community. We would most definitely support the facility and know of many others who would, too!

F. A.

I run two Beaver Scout Colonies and am always looking for ideas and materials to use with them. It's also costly to buy many things in large quantities.

I'd like to get wood and old canes for making bug houses, or cord, rope and string for learning to tie knots. I know that Saltash.net struggle to find material for sewing projects and the same must be said for other DT projects.

Our society is becoming so wasteful. By using things from a scrap store the younger generation can hopefully learn to be less frivolous and wasteful. The Scouts' core fundamentals are to love our world, build friendships and to help others in the community, to trust one and other etc. I hope the store will open soon and that it will be well supported by all in the community.

A.C.

Hi. I am an assistant leader for a Rainbows group, doing a placement in a local preschool and have 6 children who love creating. I hope to use your scrap store lots because I don't drive and getting back from Plymouth Scrap store with all my "treasure" is usually tricky.

S.B.

Youngstagers is a theatre group in Saltash. We are like a family - we all look after each other and have the best of fun working together to put on fabulous shows. We encourage and teach important life skills such as confidence, respect, trust and teamwork. Creativity is at the core of our activities, and to have access to a Scrapstore in Saltash, would be a huge boost to helping our members design and create scenery, costumes and props. We are very keen to see it open in Saltash. Good luck!

S.M.

I'm very keen for a community Scrap Store to be developed in Saltash.

I work as a Teaching Assistant at a Saltash primary school where (along with most other schools) we have seen budget cuts have a huge impact on the school.

Unfortunately one of the areas affected is the art / creative side of education.

Resources are not as freely available as they used to be due to monetary issues. This is such a shame for all of the children, but I feel it greatly affects those children who maybe don't excel academically but have artistic talents which could and should be encouraged.

Also, a large percentage of our children don't have access to arts and crafts type activities at home and are not attending out of school clubs where they could enjoy these activities so school may be their only opportunity to have a go at being creative.

On a more personal level, I have a young niece who is showing signs of having ADHD.

Interestingly she finds art and craft activities very calming and is able to focus relatively easily when she's absorbed in a crafty activity so I would definitely use the store to buy resources. I really hope that you can get this off the ground and that you get the support it needs.

S.B.

I'm really excited about the prospect of a Scrapstore in Saltash! My family uses the Plymouth one regularly so it will be so much easier to be able to pop into one much nearer. My youngest son finds crafting to be a way of calming down and expressing himself creatively and we have a cupboard of recycling materials that he is able to use on demand. However, he absolutely loves going to the Scrapstore and choosing his own bits and pieces and then planning a project around what he has chosen. I think he considers the Scrapstore as his own personal crafting cupboard!

I do a lot of sewing and managed to make all the costumes for the school Christmas play purely from fabric and accessories found in the Plymouth Scrapstore and even incorporated bits and pieces that I hadn't previously considered, but were perfect for the job! I love the reuse, recycle, and create ethos of Scrapstores. I thoroughly enjoy the dual challenges of both creating a project in mind from available materials, as well as creating something from materials I stumble across in the 'bins of joy' (as they are known in our family!!)

T.L.

I think this idea is brilliant for many reasons. Firstly, as it will be an avenue for people/businesses to donate things instead of them being destined for landfill and then secondly for local playgroups, schools, libraries and other organisations to buy these things at a reasonable price. Personally, I will definitely use this for my children's homework projects and possibly for our fundraising.

T.R.

We would use the Scrapstore for projects and activities with the various sections of the scout group.

L.T.

I have used Plymouth scrap store. It has provided a place for me to donate crafting materials from projects that haven't quite got off the ground. Some things weren't really suitable for the charity shop and would otherwise have gone to landfill. It's been useful for cheap materials for sensory play with Chloe which is great when you're budgeting. We enjoyed filling a bag with bits and pieces for a set price and will probably end up taking a lot of it back to a scrap store when we're finished with it. I think a scrap store in Saltash would be even better. I'd probably go there on foot and make use of local shops at the same time.

I think it would be a real community asset and a sociable and fun resource.

Cheers and good luck.

K.B.

I'm contacting you to let you know what a great idea it is to create a scrapstore in Saltash. As a community project, it would provide a valuable resource for people in the town, and surrounding areas, it would encourage creativity in people of all ages and more importantly, it would bring people together.

There are a great many creative people in the local area who I'm sure would love to be involved, many of whom would quite possibly donate to the store. It's a great idea and I for one would welcome it to our town. We need to bring more life into Fore Street and this would be an ideal way of doing so.

M.R.

We would love to donate unwanted materials to the scrap store, particularly items that cannot be recycled. I think it would be great to see items being made that would be useful on a day to day basis (lampshades, vases, household items, artwork) rather than a random piece of arts and crafts that may end up in the bin a couple of weeks later. I would love to get involved with this and my children would too!

J.G.

A scrapstore would be an invaluable resource in Saltash. I would access this as a parent, but also as an informal sensory integration specialist.

I work in a school which caters for children as young as 2 years, right through to the age of 19 years. The children I work with have various sensory disorders and my job is to let them experience the world in any way I can bring it to them. Most of the equipment I use is second-hand resources and a scrapstore would be an ideal place for fantastic educational tools. I can say this confidently as I am a frequent user of the Plymouth scrapstore. However having one in Saltash would mean that I could do more as it would be local without the time, hassle and expense of having to travel into Plymouth. I also feel that having a scrapstore in Saltash would draw people into Saltash to shop.

Also from an environmental level, a scrapstore can only be a positive resource in helping to reduce, re-use and recycle.

T.C.

Agenda No. 17c**SALTASH SECTION 106 FUNDING DEPLOYMENT PANEL
APPLICATION FORM****A. Overview**

1. Name & Address of Organisation SALTASH CHAMBER OF
COMMERCE
2. Title of Project CHRISTMAS FESTIVAL 2018
3. Brief description of project: A street festival in and around Fore Street
including entertainment, stalls, firework display, lantern parade, Santa's
on bikes etc. etc.
4. Total Funding requested : £8225
5. Dates/instalments that funding is required: ASAP (in order to confirm
bookings of entertainment)
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: _____

C. About the applicant organisation:-

1. Brief description of aims of organisation: To provide support/guidance to Chamber members and to be a catalyst to promote the well being of the business community

2. Status of organisation:-

Charity ☐ Public Body ☐ Community Organisation ☒

CIC ☐ Other CHAMBER OF COMMERCE ☐

3. Date founded: 1950

4. Project contact name:

Position: SECRETARY

Contact tel.:

E-mail:

5. Senior contact name:

Position: MEMBER

Contact tel.:

E-mail:

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: We delivered last year's festival and our members have been involved with other festivals in the town

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

D1. About the Project/Project Element

1. Title of Project/Project Element: CHRISTMAS FESTIVAL 2018

 2. Description: A one day festival to enhance the spirit of Christmas within the Saltash community

 3. Please tick to indicate which priorities your project (element) meets, and explain how it meets them:-
 - i) Town Centre Regeneration ☒
The encouragement of footfall in the central retail area attracting from not only the PL12 area but also beyond

 - ii) Generation of Employment Space ☐

 - iii) Other Community Benefit ☒
The event includes stalls where local charities can raise funds and promote their activities and for crafters to show their craft

 4. Details of volunteer time involved in project: Although the event is run under professional management much volunteer time is involved in all the peripheral arrangements/activities

 5. Details of other sources/amounts of funding secured: None

 6. Details of other sources/amounts of funding pending: It is hoped that this year some sponsorship will be achieved

-

7. Breakdown of costs

Item	Cost	Source of cost (including estimate)
Entertainment	£1470	Various
Fireworks	£720	TBA
Traffic Management	£1450	FTAS/Air Cadets
Event Management	£910	Diverse Events
Insurance	£500	Via PSP Brokers
Barriers	£75	TBA
Lanterns	£2100	Various
Litter Collection	£100	SEA
Photography	£100	TBA
Marshalling/Medical	£300	Various/First Responders
Promotion	£500	Observer/Love Saltash
TOTAL	£8225	

8. Total costs requested from Section 106 Funding: £8225

9. If approved, when would the project begin? 1/12/18

10. When would the project be complete? 1/12/18

11. What ongoing maintenance would be required, and how would this be funded (including if it is part of the bid)? N/A

12. Do you require insurance for this project? Yes ☒ No ☐

If yes, please give details Broker will arrange insurance nearer the event

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: TEMPORARY EVENT NOTICE STREET CLOSURE

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

Risk Item	Severity	Proposed Mitigation
All risks covered by Professional expertise of Management team		

CHRISTMAS FESTIVAL

The application for the Christmas Festival 2018 is for a larger sum than last year as we hope to build on the success of 2017.

In line with national thinking, i.e. the future for town centres, we hope to have more entertainment and there will be slight changes to the timing. A full timetable will be produced in due course.

We recognise that this event is one of the times for fundraising for local charities but in order for them to do so we have to endeavour to maximise the footfall and in doing so we hope that this benefits the existing businesses in the town centre either on the day or at other times having displayed what Saltash has to offer.

C. About the applicant organisation

1. Brief description of aims of organisation : STC are committed to supporting foot flow through Saltash all year, by advertising what is available in the Town as well as advising on car parking. The signage is also planned to be corporate and tie in with proposed signage at the Quora site at Carkeel. _____
- _____
- _____
- _____

2. Status of organisation

Charity ☐ Public Body ☒ Community Organisation ☐
CIC ☐ Other _____ ☐

3. Date founded _____

4. Project Contact name _____

Position

Councillor, Chairman Services Committee

Contact tel. _____

Email _____

5. Senior Contact name _____

Position _____

Contact tel. _____

Email _____

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: N/A _____
- _____
- _____
- _____
- _____

7. In the event that your organisation ceased to exist, what would happen to its resources and assets? N/A _____
- _____
- _____

D. About the Project / Project Element

1. Title of Project / Project Element _____

2. Description _____

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

i) Town Centre Regeneration ☐

The upgrading of the main sign at the entrance to Saltash is designed to advise visitors of what is on offer in the Town Centre, as well as tying in with other developments to bring a corporate feel to signage and promoting the Town as a place to be?

ii) Generation of Employment Space ☐

N/A

iii) Other Community Benefit ☐

Shows a welcoming, aspirational & safe shopping environment look to residents and visitors

4. Details of volunteer time involved in project N/A

5. Details of other sources/amounts of funding secured: N/A _____

6. Details of other sources/amounts of funding pending: N/A _____

7. Breakdown of costs

Item	Cost	Source of cost (including estimate)
Supply and fit sign 4000mm x 1600mm	£1960	Eagle signs
Supply and fix overhead Lighting trough	£756	Eagle signs
Supply and fit Solar kit	£2680	Eagle signs
TOTAL		£5396

8. Total costs requested from Section 106 Funding £5396 _____

9. If approved, when would the project begin? Immediate _____

10. When would the project be complete? Within 30 days of order _____

11. What ongoing maintenance would be required, and how would this be funded (including if it is part of the bid)? None

12. _____

13. Do you require insurance for this project? Yes ☐ No ☐

If yes, please give details _____

14. 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.

15. 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.

16. Do you require any further permission(s) for this work, including planning permission? If so, please indicate the permissions required and current stage: N/A _____

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

Risk Item	Severity	Proposed Mitigation
N/A	N/A	N/A

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 £5396_____

G. Treatment of Value Added Tax

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

DESIGN OPTION A



DESIGN OPTION B



DESIGN OPTION C



EAGLE SIGNS

12 Barn Close,
Langageil Laitern Park,
Plymouth, PL7 5H2.

Tel: (01752) 345400
Fax: (01752) 345408

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EAGLE SIGNS

CALL FOR A FREE QUOTE
DESIGN ☐ TEXT ☐
SCALE ☐ SPELLING ☐
LAYOUT ☐ TYPEFACE ☐

App prepared / Signed off by:

E	Design by:	Date:
D	Design by:	Date:
C	Design by:	Date:
B	pjb	11/05/18
A	pjb	08/05/18

Client:
Saltash Town Council,
Lower Fore St,
Saltash
PL12 6JX

What job do you want?
Welcome to Saltash sign.

Job Number:
43873_DRGS_CDR

Scale:
1:25 @ A3

Version:
B

FOR CUSTOMER APPROVAL

		EAGLE SIGNS 12 Barn Close, Langage Business Park, Plymouth, PL7 5HQ. Tel: (01752) 545400 Fax: (01752) 545408 <small>This drawing is Copyright and is the property of Eagle Signs Ltd. It is not to be used for other than the intended use without the written permission of Eagle Signs Ltd.</small>														
		Different Size Group STYLE <input type="checkbox"/> TEXT <input type="checkbox"/> SCALING <input type="checkbox"/> SPACING <input type="checkbox"/> LAYOUT <input type="checkbox"/> WYSIWYG <input type="checkbox"/> Approved / Signed off by: <table border="1"> <tr> <td>E</td> <td>Initials</td> <td>Date</td> </tr> <tr> <td>D</td> <td>Initials</td> <td>Date</td> </tr> <tr> <td>C</td> <td>Initials</td> <td>Date</td> </tr> <tr> <td>B</td> <td>pjb</td> <td>11/05/18</td> </tr> <tr> <td>A</td> <td>pjb</td> <td>08/05/18</td> </tr> </table>		E	Initials	Date	D	Initials	Date	C	Initials	Date	B	pjb	11/05/18	A
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Agenda No. 21**GREAT WAR (1914-1918) COMMEMORATIVE EVENTS WORKING GROUP****PROGRESS REPORT TO SALTASH TOWN COUNCIL (STC)****THANKING STC FOR ITS KIND DONATION OF £1,000****INTRODUCTION**

A group was initially set up in February 2018 on behalf of the STC. On March 28th 2018 it was agreed at that meeting attended by members of the public and a few local councillors that the working group for the commemoration of events should be led by a member of the community. Mrs Sue Hooper MBE was elected as chair unanimously. £1,000 has been ring-fenced for the project by STC.

BACKGROUND

The group comprising the Mayor and Deputy Mayor (Cllrs John Brady and Gloria Challen), and members of the community, have now met on three occasions to discuss various commemorative projects/events for consideration.

MISSION STATEMENT

To commemorate and remember all those who died and suffered in WW1 1914-1918 – this includes raising awareness, respect and honour which will culminate in the appropriate Civic and Remembrance Sunday 11th November 2018.

OVERVIEW

The first meetings have mainly involved co-opting people from the community onto the working group, which is open to all who wish to have input into discussions and organisational participation. The meetings have also given opportunities to discuss possible projects and events.

OBJECTIVES**POPPIES**

The iconic symbol of Remembrance. We have supported the planting of large numbers of poppies in planting schemes in public gardens around Saltash. We are also encouraging local residents to plant poppies in private gardens (all led by Mrs Jane Scantlebury).

Poppies embedded in Hessian/Jute to make a poppy carpet (led by John Hooper) are already underway involving local youth groups and local organisations.

OTHER PROJECTS/DELIVERED/PLANNED

The 'Silent Soldier' – A black silhouette representation of a WW1 Soldier which we hope to have erected by STC into the Memorial Peace Garden as a permanent reminder next to the WW1 bench (Soldier needs to be set in concrete). Obtained by Carolann Plabst from RBL (£250) (delivered).

CIVIC ATTENDANCE/S

If agreeable with STC (Policies) when and where appropriate our Civics' participation would be most appreciated/welcome.

PLAQUES AND NOTICE BOARDS (subject to sponsorship/funding)**At Saltash Railway Station and Saltash Waterside.**

Thousands of Soldiers and Sailors left Cornwall by train and Ferry from Saltash to go to war. They included Cornishmen and Troops living and training in Saltash. These will be permanent reminder of their exit place from Saltash and Cornwall.

FRAMED SCROLLS

Mr Peter Clements has identified about 50 names missing from our War Memorials of members of the Saltash Community who died in WW1 and WW2. We hope to remember them and believe it would be fitting to record both WW1 and WW2 names. Framed names in scrolls could be hung in St Nicholas and St Faith Church or Saltash Guildhall.

BANNERS

We hope to raise awareness by creating banners with the 'Strapline' – "Saltash Remembers – GREAT WAR - 1914-1918" To be displayed in and around the town.

LOCAL

We hope to encourage local shops to make commemorative WW1 displays in their shop windows (led by Councillor Gloria Challen)

LOCAL CHURCHES

We understand that on Armistice Day 1918 local Churches rang peals of bells. We hope to encourage our local Church Clergy's and Church Parochial Councils to do this in 2018.

We also understand that at the beginning of WW1 Lord Grey, the Foreign Secretary at the time was quoted as saying that "The lights had gone out all over Europe and would not be lit again in our lifetime". We shall share this with local clergy as they might find this symbolism useful in their own Church Services.

FLAGS

We understand that on Armistice Day 1918, many flags and bunting were flown in celebration in Saltash Town. We hope to do the same in 2018.

STANDARDS

Saltash RBL and other Services and Standards will be invited to commemorative moments and events.

WW1 FILMS/DVD'S

We are looking into Public showings with a discussion group afterwards.

RE-ENACTMENTS OF WW1

We are discussing re-enactments of WW1 to take place on the Troop's exits to go to war, Saltash Station and Saltash Waterside. These would be with various charitable, organisational and performing arts youth and other group's participation.

PRESS AND MEDIA LIASON

At appropriate times we shall liaise with local and regional media. STC and other funding partners will be acknowledged.

THE NEXT STAGE

At present these are our current ideas after several hours of brain storming. We believe that all are practical and achievable to commemorate the end of WW1 as suitably as possible and within our budget constraints.

However, we are aware that we do not have the monopoly of good ideas and welcome any relevant input from Council and our local community. This way we can achieve an effective balance between our remembrance and commemoration in both the short and long term.

We believe we are on schedule with 5 or 6 months to go.

GREAT WAR 1914-1918 COMMEMORATIVE EVENTS WORKING GROUP**FUNDING PARTNERS AND SPONSORSHIP**

We are aware that the more funding we receive, the more that we can do to do justice to this "once in our lifetime" project. We have therefore started the process of drawing up a list of possible funding sources thus: Cornwall Freemasons, Drake Foundation, China Fleet Club, SWRA, Cornwall Community Fund, S106, Saltash Community Chest, Cornwall Councillors' Community Fund,

Plus

Successor Regiments to

DCLI – THE RIFLES – KINGS OWN YEOMANRY – ROYAL LANCASTER – EAST SURREY – who trained in Saltash and may want to support our project financially or by being represented at our official events

May I take this opportunity of thanking the Saltash Town Council for its generous donation of £1,000 assisting us to proceed thus far.

Sue Hooper MBE

Chairman

With main report contribution from Mr Barry Brooking (working group member).

Agenda No. 23

TENDER ANALYSIS	TENDER PRICES BROKEN DOWN				all prices subject to VAT			
CLIENT	Saltash Town Council							
SITE	Longstone Park Toilets		PROJECT	external & internal repair & refurbishment				
Contractor	work	tender	add	reason	time	revised tender price	final figure	
Shaun Libby Building Solutions Ltd	as spec	DNT		not known				
Harrisons Builders	as spec	10 975.80	7 800.00	add. wall linings		18 775.80		
DCMS	as spec	9 361.00	4 936.00	add. wall linings		14 297.00		
NOTES	<div></div> <p>Shaun Libby Building Solutions Ltd did not return tender documents or give any reason why not the original specification was based on a brief from a former Mayor - subsequently wall linings have been added arithmetic on both tenders as returned is correct recommend DCMS</p>							
project management fees @ agreed sum of 6% of contract figure						857.82		
CDM fees @ 1%						142.97		

Agenda No. 24**SALTASH TOWN COUNCIL**

**Notes of the Pre-Application Advice: Revisions to Approved Mixed Use Scheme
Former Sanford Suzuki, Saltash Industrial Estate, Gilston Road, Carkeel, Saltash
held at The Guildhall on Wednesday 16th May at 2:00 p.m.**

PRESENT: Councillors: J Brady – Mayor, D Yates (Neighbourhood Plan Representative).

ALSO PRESENT: E Kemsley – Peacock and Smith, Quora Ltd, S Burrows – Administration Officer.

1. Quora Site

Peacock and Smith have requested a pre-application instructed by Quora Ltd. The revisions to the scheme are:

- a. Limited to changes to the approved Unit A.
- b. Staff parking area within the proposed service yard be reduced.
- c. The floor area of Unit A will remain unchanged, the key change is that the width of the frontage has increased but the depth has decreased, to assist with ongoing marketing of the unit i.e. increase the frontage slightly improves its visibility.
- d. Minor changes to the rear service yard i.e. reduction in staff parking and increasing the area of landscaping.

The initial site prep works have commenced.

Construction to the building to be complete approx. December 2018 possibly early January 2019.

Committed retailers are McDonald's (drive Thru facility) Unit E, Home Bargains Unit C, Iceland Unit B and Costa (Drive Thru facility) Unit D.

Unit A remains unlet, the minor pre-app changes may increase the chances of letting Unit A, if not, Quora may sub-divide Unit A, reducing the internal space.

Staff parking to be reduced is located at the rear of the site allowing increase landscaping. This will have no impact on customer parking.

Quora met with Cornwall Council, Chamber of Commerce and Cornwall Councillor H Frank re the letting of Unit A, a couple of retailers were interested but the location is not sufficient.

2. Signage

Quora provided a draft town centre design including space for an interchangeable display board/banner to allow advertisement of events in the town.

Quora to circulate the design for Members consideration prior to submission and that the incorporation of Brunel Bridge be considered. Quora to consider the design proposal for a new lit sign at the end of Fore Street when complying the town centre sign – Options of three designs provided to Quora.

STC to inform Quora should the proposed sign design for the bottom of Fore Street be approved at FTC on the 7th June.

Quora confirmed that signage costs sit outside of planning consent but offer funding towards signage costs.

Signage for the site will be placed at the entrance of the site for visibility.

The Mayor asked that the Quora site be pristine the week leading up to and on the weekend of the Regatta held on the 9th June.

3. Neighbourhood Plan / Highways

Councillor Yates provided a brief update to the Neighbourhood Plan and the current stages of consultation.

Carkeel Roundabout – To consider the traffic light system and the effect this may have on the entrance to the Quora site.

Quora confirmed that a traffic assessment had been carried out by Cornwall Council at the request of STC to enable the application to be processed.

End of Meeting: 2:30 p.m.
