

Date: 16.07.18.

Agenda No. 6a

Saltash Town Council

Services Committee - Budget Report - June 2018

Code	Income Description	Received 2017/18	Budgeted Income 2018/19	Received YTD 2018/19	Yet to Receive	Comments			
4500	Allotment Income	2,745	2,500	-	2,500				
4510	Public Footpath Grant	1,117	1,000	-	1,000				
4311	Miscellaneous Income	884	75	205	130				
4521	Waterfront Income - Annual Mooring Fees	6,001	14,000	7,235	6,765				
4522	Waterfront Income - Daily Mooring Fees	1,027	1,000	1,971	971				
	Total Income	11,784	18,575	9,411	9,164				
Code	Expenditure Description	Spend 2017/18	Budget 2018/19	From/to reserve 2018/19	Actual Spend YTD 2018/19	Actual Funds Available to date	Funds Available after Planned Spend	Comments	
6500	Environment	-	3,000	-	-	3,000	3,000		
6501	Highways Weed Control	-	3,500	-	1,690	1,810	1,810		
6502	Civic Christmas Event	-	500	-	-	500	500		
6503	Allotments	627	1,600	-	167	1,433	1,433		
6504	Street Furniture (Maintenance)	1,052	3,000	-	218	2,782	2,782		
6505	Street Lighting	329	550	-	-	550	550		
6506	Grounds Maintenance & Watering	20,645	23,000	-	6,388	16,612	16,612		
6507	Community Toilet Scheme	-	800	-	-	800	800		
6508	Public Toilets (Operational Costs)	27,372	15,000	-	4,673	10,327	10,327		
6509	Miscellaneous	39	100	-	6	94	94		
6510	Trailer (Repair & Maintenance)	-	500	-	-	500	500		
6511	Tourism & Signage	370	1,000	-	50	950	950		
6512	Bus Shelters (Maintenance)	-	600	-	-	600	600		
6513	Twinning	-	110	-	65	45	45		
6514	Town Leaflets/Reprinting	-	500	-	-	500	500		
6515	Festive Lights Maintenance & Electricity	492	1,500	-	53	1,553	1,553		
6516	Road Safety Grant	-	200	-	-	200	200		
6517	Cross & Elwell Woods (Maintenance)	890	1,000	-	52	948	948		
6518	Highways Training & Equipment	-	1,000	-	-	1,000	1,000		
6519	Flags & Bunting	661	1,000	-	16	984	984		
6520	Community Payback Scheme	2,987	-	-	-	-	-		
6521	Pillmere Estate (Maintenance)	1,611	6,000	-	77	5,923	5,923		
6522	Waterfront (Maintenance Costs)	2,906	5,000	-	33	4,967	4,967		
6523	Public Footpaths & Bridleways	-	1,000	-	-	1,000	1,000		
6524	Vehicle Maintenance and Repair Costs	10,824	4,000	-	950	3,050	3,050		
	Total Expenditure	70,805	74,460	-	14,333	60,127	60,127	-	
Code	Earmarked Reserve (EMF)	Spend 2017/2018	Balance B/F	Budget 2018/19	From/to reserve 2018/19	Spend YTD 2018/19	Actual Funds Available to date	Funds Available after Planned Spend	Comments
6570	EMF Notice Boards (Repair & Replace)	445	1,942	-	-	-	1,942	1,942	
6571	EMF Saltash Recreation Areas	-	10,000	-	-	2,650	7,350	7,350	
6572	EMF Festive Lights	10,900	24,972	-	-	-	24,972	24,972	
6573	EMF Public Art and Maintenance	5,411	1,819	-	-	6	1,813	1,813	
6574	EMF Salt Bins	-	9,422	-	-	-	9,422	9,422	
6575	EMF Street Furniture (New and Replace)	508	4,492	-	-	1,623	2,869	2,869	
6576	EMF Disused Toilets Repair/H&S	-	1,000	-	-	-	1,000	1,000	
6577	EMF Pillmere Estate (Capital Works)	5,679	9,371	-	-	180	9,191	9,191	
6578	EMF Waterfront Capital Works, Equipment & Machinery	13,431	37,470	-	-	3,180	34,290	34,290	E480 (Consultancy ONLY)
6579	EMF Bus Shelter Installation	-	-	-	-	-	-	-	
6580	EMF Public Toilets	736	9,726	-	-	647	9,078	9,078	
6582	EMF Town War Memorial	22	1,978	-	-	-	1,978	1,978	
	Total EMF	37,133	112,191	-	-	8,287	103,904	103,904	
	Grand Total	107,938	112,191	74,460	-	22,619	164,032	164,032	

Agenda No. 10

Children's Murals – Longstone Park Railings

Cornwall Council's Public Space Officer approves the installation in principal subject to confirmation of:

1. Type of fixings
2. Material – Exterior is ply and on top of that is a primer then the paintings and finally lots of varnish.
3. Future maintenance requirements
4. Risk assessment / method statement
5. Cormac's approval of the above and inspection of the install at a cost of £300 approx.

Play area standards are extremely high and STC would need to be compliant at all times, taking into account sharp fixings, safety issues such as finger traps, weight and how each individual artwork will be secure to stop them falling off onto someone's toes.

To include under STC Public Liability a risk assessment and method statement are required and that there wouldn't be any cover for damage to the artwork itself.

Agenda No. 11

From: Joanne Gould, Historic England.
Sent: 02 July 2018 12:21
To: enquiries
Subject: Saltash War Memorial: Notification of Designation Decision

Mr Ray Lane
Town Clerk
Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
Cornwall
PL12 6JX

Our Ref: 1456139

02 July 2018

Dear Mr Lane,

**Saltash War Memorial, St Nicholas and St Faith Church, Station Road, Saltash, Cornwall – Awarded Listed Building Status
List Entry Number: 1457678**

I am writing to inform you that the above memorial has been added to the List of Buildings of Special Architectural or Historic Interest. The memorial is now listed at Grade II.

Please follow the link below to download a copy of our advice report, which gives the principal reasons for this decision. The List entry for this building, together with a map, has now been published on the National Heritage List for England, and will be available for public access from tomorrow. This List can be accessed through our website.

<http://services.historicengland.org.uk/webfiles/GetFiles.aspx?av=B4102AD7-F86E-44D9-B874-77BA39075627&cn=24561CED-7253-4AC1-BE75-CF162B04F717>

Listing helps us to mark a building's significance and celebrate its special architectural and historic interest. It brings specific protection so that its special interest can be properly considered in managing its future.

Please be aware that the listing of the memorial took effect on the day that the List entry was published on the National Heritage List for England. Our guidance document, *The Conservation, Repair and Management of War Memorials*, is available from our website <http://www.historicengland.org.uk/images-books/publications/conservation-repair-management-war-memorials/> Information about grants for war memorials is available from War Memorials Trust at

<http://www.warmemorials.org/grants/>. More information on the First World War Memorials Programme can be found at <http://ukwarmemorials.org/>.

As of 25 June 2013, the Enterprise and Regulatory Reform Act (ERRA) has enabled a number of heritage reforms, including an amendment to the Planning (Listed Buildings and Conservation Areas) Act 1990 that provides two potential ways to be more precise about what is listed. Whether or not the new provisions have been invoked with regard to this memorial is explained in the Advice Report. A List entry that makes use of these provisions will clarify what attached and curtilage structures are excluded from the listing and/or which interior features definitively lack special interest; however, owners and managers should be aware that other planning and development management constraints might apply to these structures, and should clarify these with the Local Planning Authority. Further information is available on our website at <http://www.historicengland.org.uk/caring/listing/listed-buildings/listing-and-the-erra/>.

If you consider that this decision has been wrongly made you may contact the DCMS within 28 days of the date of this letter to request that the Secretary of State review the decision. An example of a decision made wrongly would be where there was a factual error or an irregularity in the process which affected the outcome. You may also ask the Secretary of State to review the decision if you have any significant evidence relating to the special architectural or historic interest of the memorial which was not previously considered. Further details of the review criteria and process and how to request a review are contained in the annex to this letter.

Please do not hesitate to contact me if I can be of any further assistance. More information on listing can also be found on our website at www.historicengland.org.uk.

Yours sincerely
Joanne Gould

Listing Coordinator

Historic England
The Engine House
Fire Fly Avenue
Swindon
SN2 2EH

Agenda No. 14**SALTASH TOWN CHRISTMAS LIGHTS IMPROVEMENT 2018****BACKGROUND**

Last year (2017) the Christmas Lights in Fore Street were subject to a partial improvement phase, which resulted in a brighter look to the street for the festive period particularly by the addition of some "column motifs".

This was intended to be followed up this year with further updates, focussing mainly on the catenary "river of light" which has been deteriorating significantly in recent years (although was revived somewhat last year).

Therefore this year the focus has been on replacing the catenary lighting, and as the lights remain permanently installed, the catenary itself (although it might have a year or two of life remaining) as it would be uneconomic and disruptive to dismantle relatively new lighting to replace it in a year or two.

PROCESS

Three companies who were prepared and able to undertake the work were identified to visit and provide quotes, which are available to view in hard copy.

Each visited and after discussion of various options provides quotes, which were evaluated and summarised below. The components of work identified were as follows:

1. Supply and install replacement catenary wire and lighting, with associated fittings/power supplies
2. Install/remove/store the 10 existing column motifs owned by the town.]
3. Supply and install appropriate lighting in the 3 large trees half way up the street, and the 7 small trees at the bottom.
4. Install/remove/store 3 x existing cross street elements

	Xmas Decs	Lite	Encore*
Catenary Supply & Installation	£11,000.00	£5,000 (+£5k install) Xfmrs £500	
Install column motifs, remove and store	£1,000/yr	£1,300/yr	
Supply tree lighting, install, remove	£2,700/yr	£8,900.00 £1,500/yr	
Cross-street banners: install, remove and store	£750/yr	£1,300/yr	

Purchase	£11,000.00	£14,400.00	
Annual rental/install	£4,450.00	£5,750.00	£7,425.00*
TOTALS Year 1	£15,450.00	£20,150.00	£7,425/year
3 year TOTAL	£24,350.00	£31,650.00	£22,275.00*

NB Apologies for table overspacing!

The lighting suggested by Christmas Decorators has 3 lamps/metre, whereas the one from Lite has a spacing of 1 lamp/metre.

CONCLUSIONS

*Encore quoted for installation/removal and storage only, for a three year plan. This totalled over £20k, so any further enquiries were deemed nugatory.

Lite provided costs for supply, with installation etc. payable over a three year cycle. This totalled over £30k, and costs would be payable over a 3 year contract. A benefit is that the tree lights would be permanently owned for their whole life, but their maintenance would be additional.

Christmas Decorators is an annual contract with the tree illuminations on hire, therefore updates could be made over time with no commitment to any subsequent payments, so changes could be made unilaterally next year if desired.

RECOMMENDATION

Contract to be placed with Christmas Decorators, who are a local company and have proved to be quickly reactive and accommodating to issues.

Additional funding for a tree in Victoria Gardens, uplighting to feature tree and garlands for Guildhall/Heritage may be considered.

Draft 2 – 13 July – Steve Miller

Agenda No. 16a**PUBLIC TOILET SURVEYS**

The following surveys have been carried out to identify increasing costs for maintaining the public toilets. At present, the rate of vandalism has increased to a very high level, the main areas being Longstone & Belle Vue. The main areas that are being damaged are door locks, light switches, tiles and graffiti. The doors have been kicked in damaging door frames, this is happening on a regular basis.

All repairs have been completed in house by the wardens and to a very high standard. The aim of this exercise was for Saltash Town Council to keep the costs low and not to use Cormac. All vandalism has been reported to the police and a crime log started in January (please see the attached Crime Log).

Hippo water bags have been purchased and have now been installed to the cistern's that have ballcocks fitted, please note that they are not designed for dual purpose cistern's. All taps have been surveyed in all premises owned by Saltash Town Council and a record kept of which taps will need replacing in order to save water costs.

Jim Virgo

Grounds & Premises Warden

SALTASH TOWN COUNCIL CRIME LOG

<u>INCIDENT</u>	<u>LOG NUMBER</u>	
1 Break-in on Station Property	CR 00740718	250118
2 Vandalism in Long stone Toilet's	CR 1075618	050218
3 Vandalism in Bel Vue toilets	CR02827318	300218
4 Drug equipment Belle Vue toilets	INTEL	050518
5 Drug equipment/substances Belle Vue	INTEL	150518
6 Vandalism at Belle Vue Toilets		030618
7 Vandalism at Longstone Toilets		080618
8 Vandalism at Belle Vue Toilets		210618
9 Broken window at the Guildhall	CR/055571/18	230618

Vandalism Date	Toilet block	Repair Cost	Repair description
23/05/2018	Waterside	£53.15	Repair to blocked toilet
03/06/2018	Belvue	£0.00	
08/06/2018	Longstone	£0.00	
20/06/2018	Waterside	£125.00	Handdryer
21/06/2018	Belvue	£76.47	Deadbolts
26/06/2018	Belvue	£0.00	Awaiting on invoice
		£254.62	