

Saltash Section 106 Funding Deployment Panel

Application Form (Draft)

A. Overview

1. Name & Address of Organisation:

Saltash Town Team,
with Saltash Town Council as the accountable body
The Guildhall, Lower Fore Street, Saltash, Cornwall PL12 6JX

2. Title of Project:

Loudspeaker system on Fore Street

3. Brief Description of Project:

To install outdoor loudspeakers on Fore Street, enabling music or announcements to be heard along the length of Fore Street.

4. Total Funding Requested: £6326

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)

Copy of Standing Orders (except for public bodies)

Copy of Insurance for this project (if applicable)

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of my knowledge, and understand that false or inaccurate information on the form may result in funding being refused or withdrawn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: Councillor Brenda Samuels

Date: 2nd November 2020

C. About the applicant organisation

1. **Brief description of aims of organisation:** Saltash Town Council

2. Status of organisation

Charity Public Body Community Organisation
CIC Other _____

3. **Date founded** N/A

4. **Project Contact name** Councillor Brenda Samuels
Position Town Council representative on Town Team
Contact tel. 07917 414142
Email b.samuels@saltash.gov.uk

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.**

Installation and maintenance of street furniture such as benches and hanging baskets as well as Christmas lights.

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

This project sets out to have permanent loudspeakers installed on 12 lamp posts on Fore Street, with speaker cable running along the catenary wires that carry the Christmas lighting. At each end of the street, the speaker cable will be brought down to a patch box so that it can be connected to a portable rack unit, which will house the mixer and amplifier. This rack unit will be stored in a secure place such as the Guildhall when not in use.

2. Description

Unlike other Cornish towns, Saltash does not have a market square. Instead, we use Fore Street for events. Organisers usually locate a stage at the bottom of Fore Street, and pay for temporary loudspeaker systems to enable sound to be heard on Fore Street. Such systems are costly: the recent application for VE Day, for example, quoted £1,500 for a speaker system. There are cheaper options such as horn speakers, but the sound rarely carries the length of Fore Street and volunteer organisers need to set up the speakers themselves.

In countries that are hit by earthquakes or tsunami, nearly every 'High Street' has a loudspeaker system to warn people to evacuate. The loudspeakers are also used to amplify music at festivals and sometimes even to pipe out birdsong.

Having permanent loudspeakers on the lamp posts will offer us the ability to play recorded music on Saturdays (Christmas music on Saturdays in December, for example), enable live music (even a single busker) to be heard the length of Fore Street and enhance the quality of visitor experience.

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

i) Town Centre Regeneration

With increased popularity of online shopping and the retail giant of Plymouth on our doorstep our town centre can be a difficult arena for businesses to thrive. Even before we were engulfed in a pandemic many retailers in the town centre were struggling to make a profit. We need to invest in making our town centre a friendly, enjoyable place to visit to encourage footfall. The installation of loudspeakers will enable us to play music and enhance the atmosphere. It will also give us the facility to make announcements either related to public safety or promotion of town events.

ii) Generation of Employment Space

The long-term vision is to have regular markets in Saltash selling local produce and crafts. A loudspeaker system will enhance the atmosphere and encourage footfall to markets. It will also give us a stage for local talent.

iii) Other Community Benefit

- Reducing costs and hassle for event organisers
- Enhancing the experience at events and Festivals
- Generating positive publicity for Saltash as the first town in Cornwall (the first town in the UK?) to have a town centre loudspeaker system
- Delivering the potential for the establishment of a Community Radio

4. Details of volunteer time involved in project

Hundreds of volunteer hours in organising events and markets.

5. Details of other sources/amounts of funding secured

6. Details of other sources/amounts of funding pending

It is envisaged that the Town Council will cover expenditure such as insurance, music licenses and maintenance in future years. We would look for Town Council to adopt the system once installed.

7. Breakdown of costs

Item	Cost	Source of cost
DNH MH15T 30 watt 100v line music quality speaker	£2736	Kernow Installations
Apart MA240 240 watt 100v line mixer/amplifier	£605	As above
Shure SM58S vocal microphone with switch	£145	As above
Sennheiser EW135 G4 handheld wireless microphone system	£395	As above
Denon DN500CB media player	£145	As above
6U heavy duty flightcase for the above including patch	£500	As above
Installation of speakers	£900	As above
Installation of speaker cable	£900	As above
TOTAL	£6326 (exc VAT)	As above

8. Total costs requested from Section 106 Funding £6326

9. If approved, when would the project begin?

Our aim is to have the speakers installed early December, to help boost Christmas trade coming out of the second national lockdown.

10. When would the project be complete?

Installation and set up will take no more than one day.

11. What ongoing maintenance would be required, and how would this be funded (including if it is part of the bid) If it agreed that the Town Council adopts the system then the maintenance can be undertaken by our own Service Delivery Assistances.

12. Do you require insurance for this project? Yes

Insurance will be covered under the Town Council's insurance, once the system is adopted.

13. Does the project require work valued at £2,500 or above from any individual supplier? Yes

If yes, please note that submitting this form commits you to obtain three quotations for any such piece of work.

As this is such a unique project we have only been able to obtain two quotes so far. One is for £24,892.50, and the other for £6326.

We will continue to seek another quote.

14. Does the project require work valued at £25,000 or above from any individual supplier? 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.

No although it might be necessary to liase with SSE if attachment to any of the existing lamppost is necessary.

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

Risk Item	Severity	Proposed Mitigation
Electrical fault	Medium	6 monthly maintenance checkup by Town Council SDGA's
Fixings check for wear and tear	Low as reg Checks will be in place	SDGA checks when assessing other areas of maintenance i.e. hanging baskets and bunting

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

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E. Project Management

1. Project Manager name Ray Lane
Position Town Clerk
Contact tel. 01752 844846

Email townclerk@saltash.gov.uk

2. Breakdown of Project Management Costs

Item	Cost	Source of cost (inc. estimate).	included in Section D estimates?
None as covered by STC staff			
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 £ 6326.00

G. Treatment of Value Added Tax

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