

OUTSIDE SERVICES COMMITTEE

MINUTES

10th February 2015, Council Chamber at 6.30pm,

Cemetery visit at 6.00pm

1. **APOLOGIES:** Cllr Tagg, Cllr Lumley, (Cllr Williams Late)
2. **PRESENT:** Cllr Dowdall (Chair), Cllr Mrs Coakley, Cllr Denley, Cllr Gist, Cllr Mrs Gold, Cllr Harriman, Cllr Long (Portreeve), Cllr Williams, Cllr Smith, Cllr Denley and Cllr Mrs S Tolman
3. **IN ATTENDANCE:** Steve Skinner
MEMBERS OF THE PUBLIC: 0
OFFICER: Martyn Mortimore (taking the minutes)

4. MINUTES

The minutes of the meeting of Outside Services Committee on 13th January 2015 were approved as a correct record of the proceedings and duly signed.

3. MATTERS ARISING - None.

5. DECLARATIONS OF INTEREST

Item 12 – Cllr Denley & Cllr Harriman Allotment Holders

6. FINANCE

- a) **Approval of Payments.** It was proposed by Cllr Gist seconded by Cllr Denley and agreed to make the following payments:

Payments for approval 10th February 2015

TH	DD	British Gas	Unit 11 gas	£81.84	£4.09	£85.93
OS	9214	Andy's	Padlocks	£58.05		£58.05
OS/TH	9215	Trewarthas	Misc	£213.58	£42.72	£256.30
FGP	9216	PO Counters	Stamps	£106.00		£106.00
OS/TH	9217	Cory	Waste collections	£197.90	£39.58	£237.48
FGP	9218	M Mortimore	Disclosure payment	£25.00		£25.00
TH	9219	Chris Leach	Stage steps/guttering	£150.00		£150.00
FGP	9220	SLCC	Regional Roadshow	£69.00	£13.80	£82.80
OS/TH	9221	GB Tool Hire	Misc	£332.15	£66.43	£398.58

FGP	9222	SeaDog IT	Monthly hosting	£51.40	£51.40
				£1,284.92	£166.62 £1,451.54

b) Budget Monitoring. In the absence of the Clerk this item was deferred to the following meeting.

Parks & Open Spaces

7. FOR DECISION – To receive any updates on matters concerning the Parks & Open Spaces, and agree action required

- a) Tamar Close** – The old fence has been removed and we are now in the process of installing new multi coloured plastic fencing. (Photographs to be circulated upon completion)
- b) Launceston Road** – No updates.
- c) Saltash Road** - New gate has been installed.
- d) Lamorna Park** – Nothing to report.

Cemetery, Chapel & Workshop

8. FOR DECISION – To receive any updates on matters in these areas.

Cemetery.

Councillors attended a meeting at the cemetery along with Co-operative Funeral Care with regards to vehicular access around the cemetery.

Resolution

It was proposed by Cllr Mrs Gold, seconded by Cllr Gist and unanimously agreed that repairs works are needed and quotes would be obtained. Letters would be sent out to the families affected by the proposed works.

Chapel

The contractor has started works on the Chapel.

Workshop

The plans for the new building were circulated and staff in consultation with Cllr Long will now proceed with the Planning application.

Resolution

It was proposed by Cllr Gist, seconded by Cllr Denley and unanimously agreed for the use of CCTV cameras in the future, at this location.

9. To receive an update on the Dog Control Order and information on the Public Space Protection Orders (PSPOs).

Information on the current orders and changes in the legislation were circulated prior to the meeting. A discussion was had on this matter.

Resolution

It was proposed by Cllr Long, seconded by Cllr Gist and unanimously agreed that the current list needs to be updated and further information obtained on the powers and restrictions on the PSPOs.

CCTV & ENFORCEMENT MATTERS

10. TO RECEIVE THE REPORT FROM STAFF (JT)

All CCTV are currently working and Essa have provided quotes for extra cameras. Quote is with Cllr Gist. **Noted.**

Maintenance & Work Priorities

11. TO RECEIVE AN UPDATE FROM STAFF (SS) ON ANY CURRENT ISSUES

Staff (SS) reported that the fence at Tamar Close is being installed, and progress with the van (and its signwriting) was noted.

Resolution.

1. It was proposed by Cllr Dowdall seconded by Cllr Long and unanimously agreed for staff (SS) to contact Seadog IT about a higher resolution crest to be sent to the sign writers.

2. It was proposed by Cllr Dowdall, seconded by Cllr Gist and unanimously agreed to do a walk around with staff (SS) to compile a list of maintenance that needs to be done.

12. TO RECEIVE AN UPDATE ON THE RISK ASSESSMENTS AND HEALTH & SAFETY REVIEW

Staff (SS) to send off Training certificates to Collaton. Upon receipt a training matrix will be sent back.

Resolution.

It was proposed by Cllr Dowdall seconded by Cllr Gist and unanimously agreed to proceed with outstanding items, and for all Councillors to read the Health and Safety folder once it has been received.

ALLOTMENTS & FLOWER BEDS

13. TO DISCUSS ANY MATTERS CONCERNING THE ALLOTMENTS.

A letter was circulated about an allotment holder wanting to keep hens.

Resolution.

It was proposed by Cllr Mrs Gold seconded by Cllr Gist and unanimously agreed for the Clerk to ascertain the legalities of what livestock is permitted on allotments.

Bus Shelters

14. TO DISCUSS ANY MATTERS CONCERNING THE BUS SHELTERS

Launceston Road Bus Shelter to be painted. No Smoking signs to be fitted to Launceston Road Bus Shelter and Saltash road Bus Shelter along with Council Signs. New Road Bus Shelter Mural is now in the design stage.

Localism & Devolved Services

15. TO DISCUSS ANY UPDATES ON THE 'PACKAGE' FROM CORNWALL COUNCIL

Cllr Long reported that he has spoken with Cornwall Council about the car park financial information supplied and is awaiting their reply.

16. ANY OTHER BUSINESS

a) It was noted that a community facebook account has recently been established in an effort to raise awareness regarding dog fouling in the town. Councillors welcomed the community taking such interest in local issues.

Resolution.

It was proposed by Cllr Gist seconded by Cllr Denley and unanimously agreed that the Clerk provide the official response, in consultation with

the Portreeve and Deputy Portreeve, which would then be circulated to all Councillors for information.

b) Various items to be placed in the newsletter. Regarding dog mess and cemetery vehicular access.

Resolution.

Following a discussion on the issue;

It was proposed by Cllr Long seconded by Cllr Mrs Gold and unanimously agreed that the Clerk to put a notice in the Newsletter letting people know that they can put dog waste into normal bins and to inform Cornwall Council of any dog fouling issues.

Resolution.

It was proposed by Cllr Long, seconded by Cllr Mrs Gold and agreed by majority to also hold a consultation period regarding vehicular access to the cemetery.

c) Removal of bees from cemetery.

Resolution.

Following a discussion on the issue;

It was proposed by Cllr Denley seconded by Cllr Dowdall and unanimously agreed for allotment holders to be notified about the rehousing of the bees.

There being no further business the meeting was closed at 7.40 pm