

OUTSIDE SERVICES COMMITTEE

MINUTES

14th April 2015,

Site Visit to Tamar Close 6pm followed by,

Meeting at Council Chamber at 6.45pm

1. APOLOGIES: Cllr Williams, Cllr Lumley, Cllr Long (Portreeve)

PRESENT: Cllr Dowdall (Chair), Cllr Mrs Coakley, Cllr Denley, Cllr Gist, Cllr Mrs Gold, Cllr Denley, Cllr Mrs S Tolman and Cllr Tagg, Cllr Harriman, and Cllr Smith

IN ATTENDANCE: None

MEMBERS OF THE PUBLIC: 0

OFFICER: Martyn Mortimore (Taking Minutes) Helen Dowdall (Town Clerk) and Steve Skinner

2. MINUTES

The minutes of the meeting of Outside Services Committee on 10th March 2015 were approved as a correct record of the proceedings and duly signed.

3. MATTERS ARISING - Nothing.

4. DECLARATIONS OF INTEREST

Item 12 – Cllr Denley and Cllr Harriman Allotment Holders
Item 7- Cllr Dowdall Cemetery works

5. FINANCE

Approval of Payments. None.

Budget Monitoring. The Clerk gave an update. **Noted.**

Parks & Open Spaces

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

Tamar Close - Work to be carried out with regards to new play equipment as well as concrete either side of the newly installed fence.

Launceston Road – thoughts to be given with what to do with the flower bed at the top of Launceston road park. Next Outside services meeting to start at Launceston Road at 6pm.

Saltash Road - play equipment to be repainted. To install sleepers to the amphitheatre, to remove wooden picnic table and replace with plastic table and insert a bin. A complaint has been made about the noise of the zip wire, we are currently working with Environmental Health on possible solutions.

Lamorna Park – Nothing to report.

Cemetery, Chapel & Workshop

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

Cemetery.

Cllr Dowdall left the room. Two Quotes have been received with regards to widening the lanes at the cemetery. A suggestion was made by the Clerk to Map the Cemetery.

Resolved. It was proposed by Cllr Gist and seconded by Cllr Denley and agreed to proceed with the recommended quote, and to obtain a quote for the mapping.

Chapel

None.

Workshop

None

8. **To receive any updates on the Heritage centre- None.**

9. CCTV & ENFORCEMENT MATTERS

TO RECEIVE THE REPORT FROM STAFF (JT)

No issues to report with the cameras. The camera at New road will be installed in May. **Noted.**

Maintenance & Work Priorities

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

Staff (SS) gave an update on the grass cutting, and Launceston Road fountain is now in the progress of being refurbished but would need a new trough.

Resolved. It was proposed by Cllr Gist and seconded by Cllr Denley and unanimously agreed for staff to proceed with purchase and works to be done for the trough.

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

Cllr Dowdall suggested that at each meeting to review a section of the health and safety manual to fine tune it.

Resolution. it was proposed by Cllr Gist and seconded by Cllr Denley and agreed to officially adopt the current document but ask Collaton to finalise it. And to set up a sub-committee to review the Health and Safety folder.

ALLOTMENTS & FLOWER BEDS

12. TO DISCUSS ANY MATTERS CONCERNING THE ALLOTMENTS.

Cllr Dowdall suggested to fence around the car park at Haye road. Staff (JT) gave an update on the Allotments. Noted

Resolved. it was proposed by Cllr Gist and seconded by Cllr Smith and agreed with 2 abstentions that the Clerk and Chair to be given power to act with regards to fencing and it was also agreed for staff (SS and JT) to write to the tenants and review at the next Outside Services meeting.

Bus Shelters

13. TO DISCUSS ANY MATTERS CONCERNING THE BUS SHELTERS

Kelly Bray bus shelter has been Tagged and will be painted over.

Localism & Devolved Services

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

The Town Clerk gave an update on St Mary's Close. **Noted**

15. ANY OTHER BUSINESS

a) CAVe have asked if they could place two banners promoting Mayfest up on Town Council Property. One on the railings adjacent to the Town Hall, and the other above the entrance to the Pannier Market.

Resolved. It was proposed by Cllr Gist seconded by Cllr Mrs Gold and agreed that they can place the banner on the railings adjacent to the Town Hall with a time limit, but to object to the banner being placed above the entrance to the Pannier Market.

There being no further business the meeting was closed at 8.20 pm