

# OUTSIDE SERVICES COMMITTEE

## MINUTES

12<sup>th</sup> May 2015, Council Chamber at 6.32pm

### Meeting at Launceston road 6pm

- 1. APOLOGIES:** Cllr Williams, Cllr Dowdall , Cllr Mrs S Tolman  
**PRESENT:** Cllr Mrs Gold (Chair), Cllr Lumley, Cllr Long (Portreeve),  
Cllr Mrs Coakley, Cllr Denley, Cllr Gist, Cllr Denley,  
Cllr Tagg, Cllr Harriman, and Cllr Smith

**IN ATTENDANCE:** None

**MEMBERS OF THE PUBLIC:** 0

**OFFICER:** Martyn Mortimore (Taking Minutes)

Helen Dowdall (Town Clerk)

### 2. MINUTES

The minutes of the meeting of Outside Services Committee on 14th April 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

### 5. FINANCE

#### Approval of Payments.

It was proposed by Cllr Gist and seconded by Cllr Lumley and agreed to proceed with the following payments.

#### Payments for approval 12th May 2015

|       |      |              |                 |                 |               |                 |
|-------|------|--------------|-----------------|-----------------|---------------|-----------------|
| TH    | DD   | British Gas  | Town Hall       | 1,255.83        | 251.16        | 1,506.99        |
| TH    | DD   | British Gas  | Unit 11         | 76.22           | 3.81          | 80.03           |
| FGP   | 9324 | Martin Luck  | Brother Toner   | 86.20           | 17.24         | 103.44          |
| FGP   | 9325 | RBS          | Sigma Support   | 111.00          | 22.20         | 133.20          |
| OS/TH | 9326 | Trewarthas   | Misc            | 188.17          | 37.63         | 225.80          |
| FGP   | 9327 | SeaDog IT    | Monthly hosting | 19.95           |               | 19.95           |
| TH    | 9328 | Global Koffi | Milk and sugar  | 66.26           |               | 66.26           |
| FGP   | 9329 | NSPCC        | Christmas tree  | 25.00           |               | 25.00           |
|       |      |              |                 | <b>1,828.63</b> | <b>332.04</b> | <b>2,160.67</b> |

**Budget Monitoring.** None

**Parks & Open Spaces**

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

**Tamar Close** - Letters of apologies received for the vandalism

**Resolved:** It was proposed by Cllr Gist and seconded by Cllr Denley and agreed for staff (SS) to lead the offenders in litter picking the parks and mud lane.

**Launceston Road** – To look at post at the top of Launceston road park, suggestion for the flower bed is to weed spray then place a weed restriction matting down and fill with top soil from works at cemetery and plant wild flowers. The new trees along the Glen View hedge to be replanted along the allotment hedges with a two foot gap so staff can cut around them. Staff (SS) to look at goal posts to reseed and fill the recesses. The Clerk gave an update on the tree report.

**Resolved:** It was proposed by Cllr Gist and seconded by Cllr Smith and agreed for the Clerk to proceed with a planning application for the trees along Glen View.

**Saltash Road** - Cllr Mrs Gold gave an update with regards to the fencing close to Saltash Road, and the skate park.

**Resolved:** It was proposed by Cllr Gist and seconded by Cllr Smith and agreed that the council should proceed with Cllr Gold's suggestion and to do a press release with regards to the skate park on why it's currently shut and to put up laminated signs. Staff to chase up manufacturers.

**Lamorna Park** – Nothing to report.

**Peggy's Patch-** The Clerk gave an update. **Noted**

**Cemetery, Chapel & Workshop**

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

Cemetery.

The chosen contractor will begin works shortly on cemetery lanes. **Noted**

Chapel

None.

Workshop

None

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

## **9. CCTV & ENFORCEMENT MATTERS**

### **TO RECEIVE THE REPORT FROM STAFF (JT)**

No issues to report with the cameras. Request for footage by member of the public with regards to funeral procession.

**Resolved:** It was proposed by Cllr Gist and seconded by Cllr Smith and agreed for the Clerk and Staff (JT) to liaise.

### **Maintenance & Work Priorities**

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

Staff circulated report of current works and progress. **Noted.**

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

Staff (SS) to continue compiling the Health and Safety folder.

### **ALLOTMENTS & FLOWER BEDS**

#### **12. TO DISCUSS ANY MATTERS CONCERNING THE ALLOTMENTS.**

Staff (JT) gave an update on the Allotments.

**Resolved.** It was proposed by Cllr Long and seconded by Cllr Gist and agreed for the Clerk to discussing the security provisions with the tenants. It was also agreed for a memorial tree to be planted at Launceston Road allotments.

### **Bus Shelters**

#### **13. TO DISCUSS ANY MATTERS CONCERNING THE BUS SHELTERS**

Cllr Long suggested that we get in contact with both First and Citybus management to arrange a meeting with them with regards to road closures and staff breaks.

## **Localism & Devolved Services**

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

Cllr Long gave an update on St Mary's Close. Noted.

### **15. ANY OTHER BUSINESS**

a) Cllr Smith suggested chasing the parking officers with regards to on street parking.

**There being no further business the meeting was closed at 7.26pm**

**Part 2**