

OUTSIDE SERVICES COMMITTEE

23rd June 2015 at 7.20pm

Minutes

1. **ELECTION OF CHAIRMAN**
Upon nomination it was proposed by Cllr Denley seconded by Cllr Mrs Coakley and agreed to elect Cllr Dowdall as Chairman for 2015/2016.
2. **ELECTION OF VICE CHAIRMAN**
Upon nomination it was proposed by Cllr Dowdall seconded by Cllr Denley and agreed to elect Cllr Mrs Gold as Vice Chairman for 2015/2016.
3. **APOLOGIES**
Cllr Williams, Cllr Long & Cllr Harriman

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

MEMBERS OF THE PRESS: 1
MEMBERS OF THE PUBLIC: 0
OFFICERS: Helen Dowdall (Clerk)
4. **MINUTES**
The minutes of the meeting of 12th May 2015 were approved as a correct record of the proceedings and duly signed.
5. **MATTERS ARISING**
NONE
6. **DISCLOSURES OF INTEREST**
CLLR DENLEY FOR ITEM 13 BEING AN ALLOTMENT HOLDER

PARKS & OPEN SPACES

7. **FOR DECISION –**
To receive any updates on matters concerning the Parks & Open Spaces, and agree action required for
 - a) Tamar Close – nothing to report.
 - b) Launceston Road – nothing to report.
 - c) Saltash Road - Cllr Denley had received a report that a motorbike was sighted in the park on Sunday evening. The CCTV camera would be inspected. Staff would be asked to liaise with the Kelliwic Festival Committee to ensure the area is prepared and then left in a good state.
 - d) Lamorna Park – nothing to report.
 - e) Peggy's Patch – An article has gone in the July newsletter regarding the ownership and responsibility of the area including boundary hedges.

8. FOR DECISION – To receive an update on the cemetery and workshop.

The contractor is due to start work on 7th July and will be on site for a few weeks, weather permitting. Public notices will be put up around the cemetery in preparation.

The spare topsoil will be put in Launceston Road recreational ground.

9. FOR DECISION – To receive any updates on the Heritage Centre

Nothing to report.

CCTV & ENFORCEMENT MATTERS

10. FOR DECISION – To discuss any current matters and reports from staff

Staff (JT) had circulated a report. **Noted.**

The Clerk will chase up the contractor regarding the improvements works to the CCTV.

MAINTENANCE & WORK PRIORTIES

11. FOR DECISION – Staff to give an update on any current issues.

- a) The Clerk reported that St Cleer Parish Council have now resolved their staffing matters so we will no longer be required to assist with their grass cutting.
- b) Staff have secured the contract with the Primary School to help with their grass cutting. Cllr Mrs Gold asked for it to be placed on record thanks to the staff for their hard work on this matter.
- c) Cllr Mr Gold also asked that the offer to finance a cycle rack by Spar be chased up, as their refurbishment works have now be completed.
- d) A discussion was had on the state of the Church wall and the need for it to be tidied up and weeded. Once the Town Council has officially adopted St Mary's Close, we could discuss with the church about the possibility of the staff spraying the wall.
- e) The Chair reported that information has been sourced for various courses for the staff.
- f) Following the recent meetings with Cornwall Housing and Cormac regarding grassed areas not identified on our maintenance contract, Cllr Mrs Tolman & Cllr Denley have had it reported to them that there are a number of other properties in the town that have similar problems. Cornwall Housing and Cormac would be notified on these properties to ensure that as landlord they treat their tenants in a consistent manner.

12. FOR DECISION – To receive any updates concerning the review of Risk Assessments and Health & Safety.

Staff (JT & HD) are meeting with the Chair tomorrow to discuss progress.

ALLOTMENTS & FLOWER BEDS

13. FOR DECISION – To discuss any matters concerning the allotments, receive report from staff (JT).

Staff (JT) had prepared a report which was circulated. **Noted.**

The Clerk had also sent out a request from a tenant regarding the water supply.

Resolved. It was proposed by Cllr Gist seconded by Cllr Smith and agreed to give permission subject to a twelve month review and for the Clerk and Chair to be given power to act regarding the finer details.

Cllr Denley left the room, for the next item only.

A request for a Polly tunnel had been made by a tenant.

Resolved. It was proposed by Cllr Gold seconded by Cllr Mrs Coakley and agreed to grant permission for the request.

BUS SHELTER

14. FOR DECISION – To discuss any matters concerning the bus shelters.
Nothing to report.

LOCALISM AND DEVOLVED SERVICES

15. FOR DECISION – To receive any current matters, namely the opportunity to discuss a ‘package’ from Cornwall Council.

There has been no further information from Cornwall Council regarding the car parks.

Cllr Gist put forward the idea of a partnership arrangement with neighbouring parishes to possibly finance a shared warden(s). Members were asked to go away and think about this.

There being no further business the meeting was declared closed at 19.42.