

## **OUTSIDE SERVICES COMMITTEE**

22<sup>nd</sup> September 2015 at 7.30pm

### **Minutes**

**1. APOLOGIES**

Cllr Mrs Tolman

**PRESENT**

Cllr Dowdall (Chair), Cllr Denley, Cllr Mrs Coakley, Cllr Gist, Cllr Mrs Gold, Cllr Tagg, Cllr Williams, Cllr Harriman, Cllrs Long, Cllr Lumley and Cllr Smith

**MEMBERS OF THE PRESS: 0**

**MEMBERS OF THE PUBLIC: 0**

**OFFICERS:** Helen Dowdall (Clerk) and SS

**2. MINUTES**

The minutes of the meeting of 25<sup>th</sup> August 2015 were approved as a correct record of the proceedings and duly signed.

**3. MATTERS ARISING**

**NONE**

**4. DISCLOSURES OF INTEREST**

**CLLRS DENLEY & HARRIMAN FOR ITEM 13 BEING AN ALLOTMENT HOLDER**

### **PARKS & OPEN SPACES**

**5. FOR DECISION –**

**To receive any updates on matters concerning the Parks & Open Spaces, and agree action required for**

- a) Tamar Close – The contractor is scheduled to complete works at the park in two weeks' time.
- b) Launceston Road – The repairs to the gate posts is scheduled for this week.
- c) Saltash Road – A reminder was given regarding the use of the field for Honey Fair and Rowlands. Some spare turf from the cemetery has been used to complete repairs around the swing areas, so fencing has been put up momentarily to allow the grass to seed.
- d) Lamorna Park – Nothing to report.
- e) Peggy's Patch – Cllr Long has been in discussions with residents in the vicinity regarding disturbances caused by ball games.

Resolved. It was proposed by Cllr Long seconded by Cllr Gist and agreed (2 against) that signs are placed at the entrances to the open space

regarding 'No Ball Games' and 'No Flytipping'. Suitably wording would be sought from Cormac but staff given power to act in the purchase and installation of suitable signage.

### **CEMETERY, CHAPEL & WORKSHOP**

#### **6. FOR DECISION – To receive an update on the cemetery and workshop.**

The confusion over the Planning Application for the workshop has now been resolved and payment agreed at Full Council.

The Chair and staff (SS) will be undertaking an inspection in early October and information will be supplied to Pear Technology to formulate a digital map.

#### **7. FOR DECISION – To receive any updates on the Heritage Centre**

The Clerk has met with Shirley Abel and Kay Greenstock, and they would like to proceed with a further lease.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Long and agreed unanimously to have a five year lease, with an annual break clause in September, continuing with the same level of rent. Power would be given to the Clerk in conjunction with the Chair and Portreeve to word the lease accordingly, allowing for clarification on what to do with the artefacts should the centre cease.

### **CCTV & ENFORCEMENT MATTERS**

#### **8. FOR DECISION – To discuss any current matters and reports from staff**

Staff (JT) had circulated a report. Cllr Gist also reported that the new camera is working well. **Noted.**

### **MAINTENANCE & WORK PRIORTIES**

#### **9. FOR DECISION –.**

##### **a) Staff to give an update on any current issues**

- **Repairs have been done to the skatepark in line with ROSPA recommendations.**
- A quote has been obtained to replace the noticeboard at Saltash Road recreational ground and a further quote is being obtained.
- The contractor for the workshop has been asked to renew their quote in line with the time delay with the planning application.

- A concrete trough is scheduled to be completed at Venning Fountain prior to Christmas.

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

Staff have undertaken a comprehensive Toolbox Kit talk and there is a recommendation to have a consultant to undertake further talks.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Dowdall and agreed for some quotes to be brought back to the next meeting for consideration.

**ALLOTMENTS & FLOWER BEDS**

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

Staff (JT) had prepared a report regarding the allotments which was circulated. Noted.

The current state of the flower beds around the town was discussed. The matter would be discussed fully at the next meeting.

**BUS SHELTER**

**12. FOR DECISION – To discuss any matters concerning the bus shelters.**

A query over the mural in the bus shelter was raised.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Dowdall that this mural should be discussed under Finance & General Purposes.

**LOCALISM AND DEVOLVED SERVICES**

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

A meeting is scheduled with Cornwall Council next week and matters to discuss will include the car parks, an update on the electricity at St Mary’s and various other matters.

The Clerk has received a request from a resident in Kelly Bray to cut an area of grass that is on private land, albeit where a public bench is located.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Long and agreed unanimously that the Town Council has and will not cut such areas, as this is privately owned and the responsibility of the landowner.

**14. ANY OTHER BUSINESS – At the discretion of the Chairman**

Cllr Denley reported that the second storage area in the Pannier Market has now be completed and praised the staff for their efforts regarding this matter.

There being no further business the meeting was declared closed at 20.15.