

OUTSIDE SERVICES COMMITTEE

24th November 2015 at 7.20pm

Minutes

1. **APOLOGIES**

Cllrs Long, Lumley and Tagg

PRESENT

Cllr Dowdall (Chair), Cllr Denley, Cllr Mrs Coakley, Cllr Gist, Cllr Mrs Gold, Cllr Williams, Cllr Harriman, Cllr Mrs Tolman and Cllr Smith

MEMBERS OF THE PRESS: 1

MEMBERS OF THE PUBLIC: 1

OFFICERS: Clerk and Staff (SS)

2. **MINUTES**

The minutes of the meeting of 27th October 2015 were approved as a correct record of the proceedings and duly signed.

3. **MATTERS ARISING**

NONE

4. **DISCLOSURES OF INTEREST**

CLLRS DENLEY, WILLIAMS & HARRIMAN FOR ITEM 11 BEING ALLOTMENT HOLDERS

PARKS & OPEN SPACES

5. **FOR DECISION –**

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

A request had been made from staff to replace the trimmers for next summer.

Resolved. It was proposed by Cllr Dowdall seconded by Cllr Mrs Gold and agreed to proceed with three replacement trimmers by the end of the financial year, in time for the next season.

The Chair explained that for compliance purposes a specialist disposal bin has been purchased for the chemical boxes. **Noted.**

Cormac have sent through their price for undertaking the street weed treatment for 2016.

Resolved. It was proposed by Cllr Dowdall seconded by Cllr Mrs Gold and agreed to retain the service provision for street weed treatment and footpaths in house for 2016.

All grass cutting has now been completed in the parks.

- a) Tamar Close – Nothing to report.
- b) Launceston Road – Nothing to report.
- c) Saltash Road – The Cornish hedge has been rebuilt by staff and the slats on the benches by the skatepark will be removed to deter vandalism in this area for the time being. **Noted.**
- d) Lamorna Park – Nothing to report.
- e) Peggy's Patch – Signs are being organized regarding fly tipping and no ball games. **Noted.**

CEMETERY, CHAPEL & WORKSHOP

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

The planning application for a new shed at the workshop has been approved by Cornwall Council and the contractor is scheduled to start work in January. Cllr Gist gave a reminder about the need to allow, during construction, for the CCTV ducting. **Noted.**

A discussion then followed on the proposal to concrete the waste area at the bottom of the cemetery (bottom right corner of field).

Resolved. It was proposed by Cllr Dowdall seconded by Cllr Denley to have the area concreted in due course.

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

Nothing to report other than a minor issue with the drains which has now been resolved. **Noted.**

CCTV & ENFORCEMENT MATTERS

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

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

Prices for an additional camera in Saltash Road recreational field had been circulated prior to the meeting and details on the proposal were explained by Cllr Gist and Cllr Dowdall.

Resolved. It was proposed by Cllr Denley seconded by Cllr Gist and agreed to proceed with the additional camera and associated installation costs with a budget of £10,000, to be funded by the Council Tax Support Grant (subject to ratification at Finance & General Purposes).

MAINTENANCE & WORK PRIORTIES

9. FOR DECISION –.

a) Staff to give an update on any current issues

Staff (SS) explained that the Christmas preparation are progressing well and once completed the staff will be proceed with the replacement trough (in grey colouring) at Venning Fountain. Staff would be asked to regularly inspect the fountain, as part of the routine park checks.

The laurel hedge at the cemetery will then be dealt with before Christmas.

Resolved. It was proposed by Cllr Gist seconded by Cllr Denley and agreed to hire a chipper for this work.

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

Further quotes on the Toolbox Talk have been obtained and were discussed.

Resolved. It was proposed by Cllr Dowdall seconded by Cllr Smith and agreed for staff (SS) to proceed with the lower quote.

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.

There were some reservations regarding one application which were discussed, in particular child safety precautions.

Resolved. It was proposed by Cllr Mrs Gold seconded by Cllr Gist and agreed that the application proceed provided each year the Town Council is provided with a copy of their signed Risk Assessments and current insurance in order to renew the tenancy.

Cllr Denley reported that the contractor has done a good job with the extension of the car parking area but it would be good to have some additional road planning's in the Spring. Agreed to review again in the Spring.

12 FOR DECISION – To discuss Fore Street planters.

Cllr Gist led a discussion on whether to provide planters in Fore Street, which would serve two purposes, firstly to improve the street scene but to also discourage illegal parking.

Resolved. It was proposed by Cllr Mrs Gold seconded by Cllr Denley and agreed that the idea be supported in principle and for Cllr Gist to ascertain what is actually permissible by Highways, and bring back to the committee for further consideration.

BUS SHELTER

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

Nothing to report.

LOCALISM AND DEVOLVED SERVICES

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

Nothing to report.

15. ANY OTHER BUSINESS – At the discretion of the Chairman

Cornwall Council has announced today that car parking will be free across the county on Saturday 5th December. **Noted.**

There being no further business the meeting was moved to a Part II session.