

OUTSIDE SERVICES COMMITTEE

26th January 2016 at 7.35pm

Minutes

1. APOLOGIES

Cllrs Smith, Williams & Lumley

PRESENT

Cllr Dowdall (Chair), Cllr Denley, Cllr Mrs Coakley, Cllr Gist, Cllr Mrs Gold, Cllr, Cllr Harriman, Cllr Mrs Tolman, Cllr Long and Cllr Tagg

MEMBERS OF THE PRESS: 0

MEMBERS OF THE PUBLIC: 1

OFFICERS: Clerk

2. MINUTES

The minutes of the meeting of 24th November 2015 were approved as a correct record of the proceedings and duly signed.

3. MATTERS ARISING

SINCE THE LAST MEETING AN ALTERNATIVE SUPPLIER FOR THE TOOLBOX TALK HAS BEEN IDENTIFIED (AS DISCUSSED IN THE FULL COUNCIL PART II SESSION). NOTED.

4. DISCLOSURES OF INTEREST

CLLRS DENLEY & HARRIMAN FOR ITEM 11 BEING ALLOTMENT HOLDERS

5. BUDGET MONITORING

The Clerk went through the latest position with the budget, the earmarked reserves and recommendation on how any slight underspend may be consumed before the end of the financial year.

Resolved. It was proposed by Cllr Dowdall seconded by Cllr Tagg and agreed to note the latest position and proceed with the proposed expenditure as presented by the Clerk.

Councillors asked that the cemetery mapping project be prioritised in the new future. **Noted.**

Cllr Denley queried the level of maintenance worked required on the machinery and it was agreed that this would be reviewed again. **Noted.**

Cllr Long asked that going forward this Committee gave due consideration for parks and open spaces when the larger planning applications come forward. **Noted.**

The Chair asked the Clerk to prepare the indicative budgets for 2016/2017 and bring back to the February meeting. **Noted.**

PARKS & OPEN SPACES

5. FOR DECISION –

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

- a) Tamar Close – There had been some vandalism to the fencing, which was reported to the Police and Press. Cllr Mrs Gold asked that thanks be given to the staff for completing the repairs well and in a timely fashion, which was much appreciated.
- b) Launceston Road – New gates are being installed at the Glen View entrances (North & South). Tree works are also scheduled to be completed.
- c) Saltash Road – Nothing to report.
- d) Lamorna Park – Nothing to report.
- e) Peggy's Patch – Nothing to report.

CEMETERY, CHAPEL & WORKSHOP

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

Staff have started cutting back the hedge by the cemetery, with the chipper, and this is progressing well.

The new shelter is due to start in March and in preparation for that it would be beneficial to keep a skip on site and thereafter. Pricing has been obtained and circulated.

Resolved. It was proposed by Cllr Gist seconded by Cllr Mrs Coakley and agreed to proceed with the skip initiative.

Cllr Gist asked that contact be made with BT regarding the connection of a phone line at the workshop (with a deep conduit) to coincide with the shelter installation. **Noted.**

In line with the new digital mapping of the cemetery it would be timely to review the current procedures regarding the burials.

Resolved. It was proposed by Cllr Tagg seconded by Cllr Gist to get the new maps completed in the forthcoming months and to review the procedures soon after.

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

The hazardous weather of late has meet some

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 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.