

OUTSIDE SERVICES COMMITTEE

23rd February 2016 at 7.45pm

Minutes

1. APOLOGIES

Cllrs Dowdall, Mrs Coakley and Mrs Tolman

PRESENT

Cllr Mrs Gold (Chair), Cllr Denley, Cllr Gist, Cllr Harriman, Cllr Long, Cllr Tagg, Cllr Smith, Cllr Williams & Cllr Lumley

MEMBERS OF THE PRESS: 0 MEMBERS OF THE PUBLIC: 1

OFFICERS: Clerk

2. MINUTES

The minutes of the meeting of 26th January 2016 were approved as a correct record of the proceedings and duly signed.

3. MATTERS ARISING

NOTHING

4. DISCLOSURES OF INTEREST

CLLRS DENLEY, WILLIAMS, & HARRIMAN FOR ITEM 12 BEING ALLOTMENT HOLDERS

5. BUDGET MONITORING

a) To receive a budget review from the Clerk – The Clerk presented the latest budget position as at mid-February for this committee.

Resolved. It was proposed by Cllr Gist seconded by Cllr Long and agreed to note and agreed the review.

b) To receive the indicative budget for 2016/2017 – It was agreed to defer the matter until next month.

PARKS & OPEN SPACES

6. FOR DECISION –

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

a) Tamar Close – The fence has been repaired.

b) Launceston Road – New self-closing gates are being installed at the top and bottom of the park.

c) Saltash Road – including the advertising on the railings.

Resolved. It was proposed by Cllr Denley seconded by Cllr Long and agreed (1 Abstention) to implement the following policy for banners on the railings:

A banner not exceeding 12' x 3' for a period of up to 21 days advertising an event taking place within a five mile radius at a cost of £5 per day (for commercial events) and removed within 2 days after the event; any banner not removed at the end of the 21 day period would be removed by our staff and stored for a maximum of 30 days. No more than two banners to be displayed at any one time, in the event of more than two requests being received priority would be given to any event occurring within the parish and then on a first come first served basis.

- d) Lamorna Park – Nothing to report.
- e) Peggy's Patch – Nothing to report.

CEMETERY, CHAPEL & WORKSHOP

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

Staff (SS) confirmed that the cemetery hedges have now been cut back and the chippings taken down to the allotments for the tenants.

Noted.

Quotes are being obtained for the additional kerbing at the lower end of the cemetery, primarily at the turning points. Photographs of the proposals were displayed and discussed. **Noted.**

Prior to the meeting details on a child's memorial were circulated for consideration.

Resolved. It was proposed by Cllr Gist seconded by Cllr Tagg and agreed to have no objection to the design and that it be installed professionally, with adherence to the standard terms and conditions.

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

Quotes are being obtained for the slate hanging. **Noted.**

CCTV & ENFORCEMENT MATTERS

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

Staff (JT) had circulated a report prior to the meeting. There are repairs required to the pole in Saltash Road which Essa have completed but a quote has also been obtained from BLF Construction for some additional brackets, to protect the equipment in high winds.

Resolved. It was proposed by Cllr Gist seconded by Cllr Denley and agreed to proceed with the additional brackets.

MAINTENANCE & WORK PRIORTIES

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

Staff (SS) gave a verbal report on current progress. **Noted.**

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

Staff (SS) are working through the literature provided from Ellis Whittam which is proving very helpful. **Noted.**

ALLOTMENTS & FLOWER BEDS

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

Staff (JT) had circulated a report prior to the meeting. **Noted.**

Resolved. It was proposed by Cllr Gist seconded by Cllr Long and agreed to proceed with the notice boards as per the estimated prices.

Quotes have been requested to put some further plantings on the car parking area, in an effort to keep it tidy. **Noted.**

13. FOR DECISION – To receive the costings for street flowers in Fore Street.

The Clerk went through a proposed budget whereby the initial outlay could be funded from Council Tax Support Grant and/or reserves. In terms of the ongoing maintenance of the street flowers this would require additional staff hours which could be met by budgeting for income from our external contract works.

A discussion then followed on improving the street scene and self-promoting our successes.

Resolved. It was proposed by Cllr Long seconded by Cllr Gist and agreed in principle to support the idea with costings to be brought back to the next meeting.

Cllr Denley kindly volunteered to take on the flower bed by the Council Chamber steps. The Clerk would clarify whether the Gospel Choir intend to maintain it this year having done it last year. **Noted.**

BUS SHELTER

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

The graffiti at Kelly Bray has been taken off but with-it some paint, so this will be redecorated again in the near future. Odd Job John has been asked to look at the window of the New Road bus shelter. **Noted.**

LOCALISM AND DEVOLVED SERVICES

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

- a) Cllrs Smith and Tagg with the Clerk have met Cornwall Council regarding the One Stop Shop but details on this will be brought to the Town Hall & Premises meeting for consideration.
- b) Cllr Long will chase up progress with St Mary's Close, the main issuing being the electricity.
- c) Cllr Long is waiting on figures from the New Road carpark income.

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

- a) This is some ongoing concerns regarding some much needed hedge trimming on the highway. The matter has been reported to Cornwall Council on a number of occasions and Cllr Long has also been speaking with our Area Highways Manager. The matter would be pursued through Cornwall Council being the authority responsible for highways. **Noted.**

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