

## OUTSIDE SERVICES COMMITTEE

22<sup>nd</sup> March 2016 at 7.15pm

### Minutes

**1. APOLOGIES**

Cllrs Long, Mrs Gold, Gist and Smith

**PRESENT**

Cllr Dowdall (Chair), Cllr Denley, Cllr Harriman, Cllr Tagg, Cllr Williams, Cllr Lumley, Cllr Mrs Coakley and Mrs Tolman

**MEMBERS OF THE PRESS: 0**

**MEMBERS OF THE PUBLIC: 2**

**OFFICERS:** Clerk

**2. MINUTES**

The minutes of the meeting of 23<sup>rd</sup> February 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 item was deferred.

b) To receive the indicative budget for 2016/2017 – The item was deferred but the Clerk agreed to circulate the budget.

**PARKS & OPEN SPACES**

**6. FOR DECISION –**

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

**a)** Tamar Close – Nothing to report.

**b)** Launceston Road – The entrance gates have been installed.

There is a request to replace the goalpost.

**Resolved.** It was proposed by Cllr Denley seconded by Cllr Tagg to give the Clerk in consultation with the Chair permission to replace the goalposts.

**c)** Saltash Road – The skate park fence extension and child gate is completed and the skate ramps have been refuted and painted.

**Noted.**

- 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.**

- a) The construction of the new shed is scheduled to start next week.  
**Noted.**
- b) There is agreement in principle to continue the kerbing at the lower end of the cemetery, and in preparation for this staff are asked to be mindful when marking out plots, keeping sufficient spacing away from the path.
- c) Over the forthcoming months there will be a need to undertake a cemetery monument test. **Noted.**
- d) The quote for the additional kerbing was discussed.

**Resolved.** It was proposed by Cllr Denley seconded by Cllr Tagg and agreed that the matter be deferred, whilst Cllr Williams prepared a spec which would be brought back to the next available meeting for consideration.

- e) The Clerk has met with our IT consultant down at the workshop to discuss possibly options with regards to the cabling but a survey is still to be arranged with BT.
- f) The Clerk gave an update on the cemetery mapping. **Noted.**

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

Quotes have been obtained for the slate hanging and were discussed.

**Resolved.** It was proposed by Cllr Mrs Tolman seconded by Cllr Lumley (1 Abstention, Cllr Mrs Coakley) and agreed to proceed with the quote from D Shipton.

#### **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.

The Clerk also reported that when the new guttering is assembled in the Pannier Market this will have a temporary impact on the cameras. **Noted.**

### **MAINTENANCE & WORK PRIORTIES**

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

Staff (SS) had circulated a report prior to the meeting. He has recently attended a RoSPA play area inspection course which has proven to be very useful and would recommend other staff members attend in future.

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

Ellis Whittam have had their initial visit and inspection. **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.**

Kernow Delivery Service has kindly agreed to sponsor the flower bed by the Council Chambers.

**Resolved.** It was proposed by Cllr Dowdall seconded by Cllr Tolman and agreed that other organisations have been allowed to put up a plaque on their sponsored flowerbed so the same could apply here, subject to approval of its design by the Council.

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

The Clerk and Staff (SS) have met with a supplier and Cormac regarding possible planters and suitable locations.

**Resolved.** It was proposed by Cllr Lumley seconded by Cllr Mrs Coakley and agreed that following the recommendations from Cormac a scaled plan would be prepared and brought back to the next available meeting (Town Hall & Premises) for consideration and approval.

## **BUS SHELTER**

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

The Clerk would chase up the contractor regarding 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.**

This item would be removed as a standard agenda item.

### **16. FOR DECISION – To receive Cornwall Council's Environment Services Standards and make any recommendations.**

The Clerk had circulated the documented prior to the meeting for consideration. **Noted.**

### **17 ANY OTHER BUSINESS – At the discretion of the Chairman**

**Nothing.**

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