

OUTSIDE SERVICES COMMITTEE

12th April 2016 at 7.30pm

Minutes

1. APOLOGIES

Cllr Dowdall, Cllr Harriman, Cllr Tagg and Cllr Mrs Tolman

PRESENT

Cllr Mrs Gold (Chair), Cllr Denley, Cllr Williams, Cllr Lumley, Cllr Mrs Coakley, Cllr Long, Cllr Gist and Cllr Smith

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

OFFICERS: Clerk

2. MINUTES

The minutes of the meeting of 22nd March 2016 were approved as a correct record of the proceedings and duly signed.

3. MATTERS ARISING

NOTHING

4. DISCLOSURES OF INTEREST

CLLRS DENLEY & WILLIAMS FOR ITEM 12 BEING ALLOTMENT HOLDERS

5. BUDGET MONITORING

a) The Clerk gave a review of the outturn for this budget and the earmarked reserves. **Noted.**

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 – Work has begun on removing the existing concrete entrance ramp, a new concrete ramp will be laid over the next week or so. **Noted.**

c) Saltash Road – Cllr Mrs Coakley had been informed of an incident on the zip wire yesterday. Cllr Smith had also received concerns from a resident on Assyton Gardens regarding the zipwire.

Staff (SS) and Cllr Smith would be inspecting the area tomorrow and report back accordingly. **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 has now been completed and it is looking very good. A discussion was then had on whether the 5 bar gate should be replaced with something more obscuring. The Clerk would speak with the Police and our insurance company for their advice. **Noted.**
- b) Cllr Williams has met with staff (SS) to complete a schedule of works for the kerbing, and further quotes are being obtained. **Noted.**
- c) The cemetery map is progressing well with Pear Technology. **Noted.**
- d) A local resident has asked whether we have any spare granite gate posts that we may wish to sell.

Resolved. It was proposed by Cllr Long seconded by Cllr Gist and agreed that we have none spare to sell.

- e) The Clerk is due to meet with a resident later in the week regarding some concerns at the cemetery.

Resolved. It was proposed by Cllr Denley seconded by Cllr Gist and agreed that the trees on the right hand hedge (closest to the town centre) be cut back in the same manner as the adjacent hedge.

- f) The May meeting of this committee will encompass the cemetery inspection. **Noted.**

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

Nothing to report.

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. Cllr Gist asked that the procurement of the additional camera by the skate park be expedited. **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. **Noted**

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

The Clerk and staff (SS) have completed the H&S installation visit with Ellis Whittam earlier in the week. **Noted.**

Staff (SS) are currently reviewing the COSHH risk assessments for all substances used by the Council. **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.**

Cllr Mrs Gold reported that the level of litter on the roads is really bad. This would be put as an agenda item for next month for further discussion, in the meantime Cllr Long would contact Cornwall Council about Litter Picking initiatives. **Noted.**

13. FOR DECISION – To receive any updates on the flowers.

The Clerk is liaising with Adrian Drake from Cormac on our proposed designs in Fore Street and awaits his approval. **Noted.**

A stocktake of all the tubs, planters and related items held would be completed and discussed at next month's meeting. **Noted.**

A discussion then followed regarding an idea to fly flags down the main street, during festival periods. This would be put as an agenda item for next month, in order to discuss in more depth. In the meantime, staff would be asked to clarify the number of safe brackets and Cllr Long would provide costings for flags. **Noted.**

BUS SHELTER

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

Nothing.

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

Nothing.

There being no further business the meeting was closed at 8.01pm with no
Part II Session.