

## OUTSIDE SERVICES COMMITTEE

31<sup>st</sup> May 2016 at 6.30pm

### Minutes

#### 1. ELECTION OF CHAIRMAN

It was proposed by Cllr Denley seconded by Cllr Gist and agreed unanimously that Cllr Mrs Tolman be elected as Chair for the municipal year 2016/2017.

#### 2. ELECTION OF VICE CHAIRMAN

It was proposed by Cllr Gist seconded by Cllr Denley and agreed unanimously that Cllr Mrs Gold be elected as Vice-Chair for the municipal year 2016/2017.

#### 3. APOLOGIES

Cllrs Harriman, Mrs Coakley, Dowdall (Late arrival) and Long (Late arrival)

#### PRESENT

Cllr Mrs Tolman (Chair), Cllr Mrs Gold, Cllr Denley, Cllr Williams, Cllr Lumley, Cllr Tagg, Cllr Gist and Cllr Smith

**MEMBERS OF THE PRESS: 0**      **MEMBERS OF THE PUBLIC: 1**  
**OFFICERS:** Clerk

#### 4. MINUTES

The minutes of the meeting of 12<sup>th</sup> April 2016 were approved as a correct record of the proceedings and duly signed.

#### 5. MATTERS ARISING

NOTHING

#### 6. DISCLOSURES OF INTEREST

CLLRS DENLEY & WILLIAMS FOR ITEM 14 BEING ALLOTMENT HOLDERS

#### 7. FINANCE

a) To approve any payments. **None.**

#### PARKS & OPEN SPACES

#### 8. 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 –Nothing to report.
- c) Saltash Road – There was a discussion on whether to repair or totally replace the skatepark.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Denley and agreed to look at replacement and repair costs, bringing back the figures to the next available meeting. In the meantime notices to be installed on the equipment and an article on social media, to explain why it has been closed. Cllr Lumley would look into Awards for All grant opportunities.

Regarding the zipwire, enquiries would be made with the Playing Fields Association to ascertain best practice about people climbing the apparatus. **Noted.**

Cllr Dowdall arrived.

- d) Lamorna Park – Nothing to report.
- e) Peggy's Patch – A letter had been received from a young lady requesting permitted use of ball games in the park.

**Resolved.** It was proposed by Cllr Long seconded by Cllr Gist and agreed that the Clerk contact Adrian Drake for guidance on the matter and then has power to act in consultation with the Chairman.

#### CEMETERY, CHAPEL & WORKSHOP

#### **9. FOR DECISION – To receive an update on the cemetery and workshop.**

- a) Quotes had been obtained and discussed for the additional kerbing at the cemetery.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Denley (1 abstention, Cllr Dowdall) to proceed with the quote from M Hoare.

- b) Following the recent cemetery inspection, a number of slates need replacing on the chapel roof. Dean Shipton would be asked to attend to them when completing the works on the cable end.
- c) Prior to the meeting a letter from the Heritage Centre had been circulated regarding banners and the sale of literature.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Long and agreed that banners are not permission at the site, however the Council would consider financing a replacement signpost (of galvanised material) for the Heritage Centre to hang a sign. The Clerk and Chairman be given power to act.

**Resolved.** It was proposed by Cllr Mrs Gold seconded by Cllr Long and agreed unanimously that the Town Hall are also not in a position to sell literature.

- d) There are two plots in the cemetery where the bushes and shrubs have overgrown out on to the adjacent plots.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Long and agreed that they be cut back and the area weedsprayed.

- e) Cllr Mrs Gold asked that it be noted that thanks and appreciation go to the staff for all the work they have done at the cemetery, it has been noted.
- f) Staff (JT) had prepared revised Rules & Regulations. Councillors were asked to take these away and bring back their comments at the next meeting.

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

Nothing to report.

**CCTV & ENFORCEMENT MATTERS**

- 11. FOR DECISION – To discuss any current matters and reports from staff**  
Staff (JT) had circulated a report prior to the meeting. **Noted.**

**MAINTENANCE & WORK PRIORTIES**

- 12. FOR DECISION – Staff to give an update on any current issues**

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

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

Nothing to report.

**ALLOTMENTS & FLOWER BEDS**

- 14. 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 and the sign to be taken down immediately.**

**Resolved.** It was proposed by Cllr Mrs Gold seconded by Cllr Gist and agreed to have three inspections each year, one after Easter, on in June by the Committee and a follow up in September before the invoices are sent out. A date for the next inspection was agreed (14<sup>th</sup> June).

**15. FOR DECISION – To receive any updates on the flowers.**

As already detailed in item 12 (above).

**BUS SHELTERS**

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

Nothing.

**17. FOR DECISION – To discuss the level of litter around the town (Litter Picking Initiatives).**

After a lively debate, the consensus was that we need to start taking ownership of this problem and find out what resources are out there to help the community. A date needs to be set for a litter pick and pull in all the organisations to help. Cllr Long will discuss the matter with Cormac about what can be done and give feedback to the next available meeting as an AOB matter.

**18. ANY OTHER BUSINESS – At the discretion of the Chairman**

a) KBRA have obtained a quote for a sign to go above the notice board at Kelly Bray.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Gold and agreed that the Town Council logo should go on the sign as well, but the Clerk be given power to act.

b) Cllr Mrs Tolman expressed her aspirations about the memorial trees at Bowling Green, that being to replace those previously damaged and to have them all named.

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