

## OUTSIDE SERVICES COMMITTEE

11<sup>th</sup> October 2016 at 7.05pm

### Minutes

**1. APOLOGIES**

Cllr Dowdall, Cllr Harriman and Cllr Williams

**PRESENT**

Cllr Mrs Tolman (Chair), Cllr Denley, Cllr Gist, Cllr Mrs Coakley, Cllr Tagg, Cllr Long, Cllr Smith, Cllr Lumley & Cllr Mrs Gold

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

**OFFICERS:** Clerk & F&M Manager

**2. MINUTES**

The minutes of the meeting of 20<sup>th</sup> September 2016 were approved as a correct record of the proceedings and duly signed.

**3. MATTERS ARISING**

ITEM 7C – THE GATEWAY BY THE FOOTPATH HAS BEEN BLOCKED UP BY THE GENERAL PUBLIC.

**RESOLVED.** It was proposed by Cllr Mrs Gold seconded by Cllr Smith and agreed to leave the blocked gateway as is until after Christmas and monitor any comments received. To review again in February.

A discussion then followed on the allocation of the allotments.

**4. DISCLOSURES OF INTEREST**

NONE

### **CEMETERY, CHAPEL & WORKSHOP**

**5. FOR DECISION** –To receive any updates on the cemetery and workshop.

The electrician is scheduled to complete the lights down at the workshop. **Noted.**

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

Cllr Long has drafted the press release and a photo call would be held on Friday at 2pm at the Heritage Centre.

A discussion then followed on the need to send out general weekly press releases to all papers. Cllr Long kindly agreed to work with the Clerk on this matter.

#### **MAINTENANCE & WORK PRIORITIES**

7. **FOR DECISION** – Staff (GdP) to give an update on any current issues.

Staff have now moved on to the winter schedule but still spending much time on the grass cutting. **Noted.**

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

GdP has successfully completed his course and will now be progressing on NEBOSH. **Noted.**

#### **BUS SHELTERS**

9. **For Decision** – To discuss any matters concerning the bus shelters.

Graffiti in Kelly Bray is sadly becoming almost a daily occurrence, with the highway signage and the bus shelters taking the brunt of the attention. It was recognised that the bus shelter in Station Road belongs to the WI and therefore not the responsibility of the Town Council.

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

a) Earlier in the year, there had been an incident concerning the verges on Tavistock Road and the matter has been referred to our insurers.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Smith and agreed to make full payment without prejudice and to notify Cornwall Council.

Cllr Long left the meeting.

b) A number of reports had been received about the poor state of the steps at St Mary's Close, the Clerk would chase this up with Cormac.

c) The British Legion have asked that the War Memorial is weeded and tidied before Remembrance Day, and that the tree by the third flag pole is trimmed back. **Noted.**

d) Cornwall Council have been asked to complete the bi-annual tree inspection. **Noted.**

There being no further business the meeting was closed at 7.32pm.