

## OUTSIDE SERVICES COMMITTEE

17<sup>th</sup> January 2017 at 7.50pm

### Minutes

**1. APOLOGIES**  
**NONE**

**PRESENT**

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

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

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

**2. MINUTES**

The minutes of the meeting of 6<sup>th</sup> December 2016 were approved as a correct record of the proceedings and duly signed.

**3. MATTERS ARISING**

Nothing.

**4. DISCLOSURES OF INTEREST**

CLLR DENLEY AS AN ALLOTMENT TENANT.

### **PARKS AND OPEN SPACES**

**5. FOR DECISION** – To receive any updates on matters concerning the Parks & Open Spaces, and agree action required for

(a) Tamar Close – nothing to report.

(b) Launceston Road – the tree survey has now been completed and the works are likely to cost in the region of £2,000 (including any Planning Application associated costs).

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Long and agreed to proceed with the necessary planning permission and in turn the recommended works.

(c) Saltash Road – the contractor for the zip wire has recommended additional work on this piece of equipment, which will cost in the region of £800. There is also a recommendation from staff to put up some new metal fencing and complete some stone walling where the trees have recently been felled.

**Resolved.** It was proposed by Cllr Gist seconded by Cllr Denley and agreed to proceed with the zip wire work (£800 approx.) and to complete the walling/fencing works up to the value of £2,000

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

### **CCTV & Enforcement Matters**

6. **FOR DECISION** – To receive any current matters and reports from staff.

A report had been circulated prior to the meeting. **Noted.**

### **ALLOTMENTS AND FLOWER BEDS**

7. **FOR DECISION** – To discuss any matters concerning the allotments.

A report had been circulated prior to the meeting. **Noted.**

Cllr Denley also reported another break-in down at the Haye Road allotments which he has notified to the Police. The Clerk was asked to follow this up with the PCSOs.

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

Another plea in the Newsletter (February edition) has gone out for flowerbed sponsorship.

There needs to be some clarification on the position with the Saltash Road roundabout flowerbed, whether the Town Forum are going to be doing anything this year. The Clerk would make some enquiries and bring back her findings next month. **Noted.**

### **Cemetery, Chapel and Workshop**

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

Staff have been in contact with Natural England to get advice on how to treat problems with animals down at the cemetery, they have suggested a variety of options including fencing and pesticide treatment. In the meantime, a press release has gone out to make the public aware of the problems and an update will be sent out (including posters at the cemetery). **Noted.**

The idea of a parking area was briefly discussed but the matter would be put on the agenda in the next municipal year. **Noted.**

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

Cllr Mrs Gold would meet up with GdP to get some ideas for signage.

Mr Shipton would also be chased up for getting the building works completed before March.

**Maintenance & Work Priorities**

**11. FACILITIES AND MAINTENANCE MANAGER REPORT** – To receive any updates on progress made to date and aims for the next coming weeks.

F&M Manager has carried out a Health & Safety audit before Christmas and there will be a restructure of the paperwork/procedures, which will take some time to complete. A discussion then followed on the training courses available through Ellis Whitham for staff. **Noted.**

**Bus Shelters**

**12. FOR DECISION – To discuss any matters concern the bus shelters.**

All the bus shelters are in need of a good power wash in the near future. **Noted.**

The idea of a timed locking system was discussed, with the example being at Padstow. This would be looked into and brought back to committee for consideration in due course.

**13. ANY OTHER BUSINESS**

**Cllr Dowdall left the room.**

- a) The Lions Club are working on a community project at the Scout Hut, and have asked if we help in anyway. Staff (GdP) is able to provide a tractor and trailer, when soil and rumble needs to be taken off site.
- b) The Community Litter Pick will take place on the 4<sup>th</sup> February.
- c) There is another meeting at the Swingletree tomorrow evening to discuss the mining proposals.

There being no further business the meeting was closed at 8.35pm.