

## OUTSIDE SERVICES COMMITTEE

7<sup>th</sup> March 2017 at 7.30pm

### Minutes

**1. APOLOGIES**

Cllr Dowdall, Cllr Lumley and Cllr Tagg

**PRESENT**

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

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

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

**2. MINUTES**

The minutes of the meeting of 21<sup>st</sup> February 2017 were approved as a correct record of the proceedings and duly signed (with the corrected date being noted).

**3. MATTERS ARISING**

None

**4. DISCLOSURES OF INTEREST**

NONE

**CEMETERY, CHAPEL & WORKSHOP**

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

The mole trapper has now completed his work at the cemetery. **Noted.**

The F&M Manager explained that the team have an on-going project with the area of land behind the trees (in the bottom right corner of the field). It is gradually being cleared out to become a compound with a hard standing area. **Noted.**

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

Staff have redecorated the gable end on the inside of the Heritage Centre.

The contractor for the roofing has still not arrived so a time limit will now be imposed on this, otherwise an alternative contractor will be sourced. **Noted.**

There had been a request, which has been approved by the Chair and TH&P Chair, from the Town Band to have the table in their room relocated to the Town Hall for safekeeping. **Noted.**

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

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

Nothing to report.

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

This work is on-going and a meeting with Ellis Whitham has been scheduled for the 17<sup>th</sup> March.

#### **BUS SHELTERS**

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

F&M Manager has sourced a company to complete the iron-railings in the bus shelter and now awaiting their quote. **Noted.**

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

Nothing.

There being no further business the meeting was closed at 7.40pm