

## OUTSIDE SERVICES COMMITTEE

18<sup>th</sup> July 2017 at 7pm

### Minutes

(Please note that all Councillors are now members of the Outside Services Committee.)

#### 1. APOLOGIES

**CLLRS BURROWS & LUMLEY**

**PRESENT: CLLRS COAKLEY, DOWDALL, FOX, GOLD (CHAIR), LONG, D SMITH, M SMITH, TAGG, TOLMAN AND WATSON**

**MEMBERS OF THE PUBLIC: 0**

**OFFICERS: HELEN DOWDALL (CLERK) & GEORGE DU PLESSIS (OPERATIONS MANAGER)**

#### 2. MINUTES

**RESOLVED.** It was proposed by Cllr Long seconded by Cllr Coakley and agreed to accept the minutes of the 20th June 2017 (3 abstentions).

#### 3. MATTERS ARISING

None

#### 4. DISCLOSURES OF INTEREST

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

**Item 10 – Cllr Fox has an allotment at Launceston Road (Labouring Poor Trust)**

#### 5. FINANCE

##### a) Approval of payments.

**Resolved.** It was proposed by Cllr Long seconded by Cllr Tolman and agreed to make the following payments:

### Payments for approval 18th July 2017

OS	DD	Allstar	Fuel	129.74	25.94	155.68
TH	10396	British Gas	Unit 11 electric	195.35	9.76	205.11
OS	10397	Mr J McQuillan	Vehicle damage	281.19		281.19

TH	10398	Colins	Boxes	17.38	3.48	20.86
FGP	10399	Cornwall ALC	Finance Training	25.00	5.00	30.00
TH*	10400	EDF	Cemetery workshop	14.27	0.71	14.98
TH	10401	Nisbets	Kitchenware	646.31	129.25	775.56
TH	10402	Filmbankmedia	Lego Batman Movie	133.00	26.60	159.60
FGP	10403	Seton	CCTV Signs	244.37	48.87	293.24
				<b>1686.61</b>	<b>249.61</b>	<b>1936.22</b>

\*This was amended to Outside Services.

- b) The Clerk took the Committee through the budget monitoring for the first quarter of the financial year. **Noted.**

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

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

GdP explained that the lights have now been completed at the workshop and BT are coming out next Friday regarding the installation of the new line. **Noted.**

### **MAINTENANCE & WORK PRIORITIES**

#### **7. FOR DECISION – Staff to give a verbal update on any current issues.**

Grass cutting is well underway and all is going well, similarly the staff are working through the park inspection report, undertaking the repairs in priority order. Sadly, there has been vandalism to the stone walling at the park again and this is being repaired. The next course of weed spraying is schedule to start during the second week in August.

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

GdP explained that this is an on-going project and we are working through the report from Ellis Whitham. **Noted.**

### **PARKS AND OPEN SPACES**

#### **9. FOR DECISION – To receive any updates on matters concerning the Parks & Open Spaces.**

a) **Tamar Close** – nothing to report.

b) **Launceston Road** – nothing to report.

c) **Saltash Road** –

- (1) The fencing works (which has already been agreed and approved by committee) is due to start shortly.

- (2) The idea of the handrail has been researched and further costings will be obtained; to be brought back to Committee for consideration before proceeding with this.
- (3) The artist involved with the current graphics on the graffiti wall has been asked to contact the Town Hall.
- (4) The rebranding on the graffiti wall to a dynamic mural was raised.
- (5) To complete the last section of the stone walling has been costed at £2,100.

**Resolved. It was proposed by Cllr Long seconded by Cllr Dowdall and agreed to proceed with this work.**

- (6) The azalea bed will need major pruning back in the autumn and the footpaths in the park cleared of brambles. **Noted.**

**d) Lamora Park** – nothing to report.

**e) Peggy's Patch** – nothing to report.

**f) Open Spaces** –

- (1) **Assyhton Gardens** - prior to the meeting a proposal concerning the two paddocks adjacent to the Saltash Road carpark had been put forward by Cllr Watson.

Cllr Long explained the history behind this piece of land and that it has been retained for potential development opportunities. Cllr Fox reiterated that the Committee can't fetter the future Council.

Cllr Tolman also provided some history regarding the Town Council's financial position back in the 1980s and that we must safeguard the public purse.

**Resolved.** It was proposed by Cllr Smith seconded by Cllr Dowdall and agreed unanimously that the Clerk obtain clarification and guidance from CALC on what can be done with the land that will not have a detrimental impact on its future value. In the meantime the land may be cultivated accordingly and the Chair would discuss this as a possible project with the Charity in item 11 below.

**(2) St Mary's Close** – The documentation has now been finalized by the solicitors and is ready for signing. They will be signed off next week at Full Council.

In the meantime the Clerk would clarify that the street cleansing on this land would still be undertaken by Cornwall Council and not at a

cost to the Town Council. A site map would also be requested, which would provide clarification on the boundary lines (and who is responsible for which boundary walls). **Noted.**

### **ALLOTMENTS & FLOWERBEDS**

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

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

The Chair asked that a thank you letter go to the Matthew Troup for his financial support towards the flower bed at Saltash Road roundabout, and recognition should also go in the next newsletter.

#### **11. FOR DECISION – To discuss a suitable garden project for a Charity** (email circulated). The Chair has been in contact with the Charity to ascertain what type of project would work well for them and the skills they can offer.

Various suggestions were then put forward, such as Assyhton Gardens, St Mary's Close and Peggy's Patch.

**Resolved.** It was proposed by Cllr Fox seconded by Cllr Watson and agreed that the Chair liaise with the Charity about the possible projects in the town and that a request be put to the Labouring Poor Trust for the use of an allotment by this group.

#### **12. FOR DECISION – To discuss the viability of second vehicle.**

The staff have asked that a second vehicle be considered. The Chair led a discussion on what the vehicle could be used for and how it could alleviate transport issues.

**Resolved.** It was proposed by Cllr Smith seconded by Cllr Coakley and agreed (9 Support, 1 Against and 0 Abstentions) to support the idea in principle with a recommendation to Full Council.

It was proposed by Cllr Dowdall seconded by Cllr Smith and agreed that the meeting be moved into a Part II Session.