

## OUTSIDE SERVICES COMMITTEE

19<sup>th</sup> September 2017 6.54pm

### Minutes

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

#### 1. APOLOGIES

**CLLRS DOWDALL, FOX & LONG**

**PRESENT: CLLRS BURROWS, COAKLEY, GOLD (CHAIR), LUMLEY, D SMITH, M SMITH, TOLMAN, TAGG AND WATSON**

**MEMBERS OF THE PUBLIC: 0, OFFICERS: HELEN DOWDALL (CLERK)**

#### 2. MINUTES

**RESOLVED.** It was proposed by Cllr Tolman seconded by Cllr D Smith and agreed (2 abstentions) to accept the minutes of the 15<sup>th</sup> August 2017.

#### 3. MATTERS ARISING

Cllr Watson queried the updates on Risk Management, the Chair explained that these will be discussed on item 6 and the Clerk confirmed that there will also be an agenda item each month on Full Council.

#### 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.

**For Part II Staffing Matters, Cllr Burrows would leave the meeting.**

#### 5. FINANCE

##### a) Approval of payments.

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

#### Payments for approval 19th September 2017

TH	DD	Corona	TH electricity	333.98	66.79	400.77
FGP	DD	Autopay	Transactions	14.00		14.00
FGP	DD	Worldpay	Transactions	4.23		4.23
OS	DD	Allstar	Fuel	95.07	19.00	114.07

FGP	DD	Three	Mobile phone	50.61	10.12	60.73
FGP	10481	Daniel Thorpe	IT upgrade	1,270.00		1,270.00
OS	10482	Rising Sun Nurseries	Flowers	54.00		54.00
OS	10483	RG Julian	Skip Hire	205.00		205.00
FGP	10484	SLCC	Seminar	69.00	13.80	82.80
FGP	10485	SeaDog It	Website	159.50		159.50
TH	10486	Filmbank	Robinson Crusoe	133.00	26.60	159.60
FGP	10487	G duPlessis	Staff rota	14.43		14.43
TH	10488	British Gas	Unit 11 elec	207.11	10.35	217.46
TH	10489	EDF	Cemetery w/s elec	28.80		28.80
TH	10490	CPC	Microphone	126.04	25.21	151.25
OS	10491	Jacksons Fencing	Fencing	6,539.89	1,307.98	7,847.87
OS	10492	Lanes Group	Drain clearing	170.00	34.00	204.00
FGP	10493	AHGTC	Membership	35.00		35.00
TH	10494	Colins	Misc	16.65	3.33	19.98
TH	10495	Gopak	Tables	331.20	66.24	397.44
OS/TH	10496	Trewarthas	Misc	170.50	34.10	204.60
OS	10497	TGS	Cage Kit	100.00	20.00	120.00
TH	10498	Cornish Times	Premises Licence	129.50	25.90	155.40
TH/OS	10499	Biffa	Waste	316.68	63.34	380.02
OS	10500	Sparlings	Waste recycling	555.04	111.01	666.05
OS/TH	10501	GB Tool Hire	Misc	594.32	118.86	713.18
				<b>11,723.55</b>	<b>1,956.63</b>	<b>13,680.18</b>

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

The Operations Manager is currently away but has confirmed with the Chair that progress is being made with the documentation concerning the grass cutting and verges. **Noted.**

Cllr Watson reported that at a recent training course, it was noted that other councils post updates via social media about projects that staff are working on. The Chair agreed to look into this and also discussed the possibility of putting photos online as part of the Annual Reports.

A discussion then followed on the feasibility of closing the parks each night but there was concern that this may attract more damage and vandalism.

**Parks & Open Spaces**

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

The Chair reported that we are experiencing an increase overall in the level of vandalism in the parks, and the littering in the free carpark has seen a noticeable increase.

Cllr Tagg will follow this up with the Police but asked the committee to appreciate their limited resources.

- a) Tamar Close- nothing to report.
- b) Launceston Road - nothing to report.
- c) Saltash Road – including prices for hand rails. Pricing for the new hand rail is £150 per meter for 10 meters.

**Resolved.** It was proposed by Cllr Tolman seconded by Cllr Tagg and agreed (8 Support, 1 Against) to note that the quotes have been received and the matter investigated, but no future action to be taken at the present time. It was to be noted that there are alternative means of access to the park.

The fencing has been completed and looks good. **Noted.**

Rowlands have approached us for use of the field during the Honey Fair period, and staff have been asked to collect/ complete the appropriate documentation and for the utilities to be meticulously checked throughout their visit. **Noted.**

Staff have been working hard on the ongoing vandalism issues and has been keeping the office suitably informed, thanks and appreciation was noted for their efforts.

- d) Lamorna Park – nothing to report.
- e) Peggy's Patch – nothing to report.
- f) St Mary's Square – Addaction will be proceeding with this as a project, and press releases will be coordinated with Cornwall Council. **Noted.**

#### **Allotments & Flowers Beds**

8. **FOR DECISION – To discuss any matters concerning the allotments (to receive report).**

The report had been read and no action required this month. **Noted.**

9. **FOR DECISION – To receive any updates on the flowers, including prices on the four planters for Cllr Coakley's proposals for the Pannier Market.**

At the last meeting it has been agreed to complete the following in the Pannier Market:

- a) flower beds should be dug up and any suitable plants relocated in the parks or Saltash Road carpark tubs.
- b) the flower beds to then be concreted over.
- c) in the flower bed running along the Spar wall, the grasses are to be replaced with shrubs.
- d) costings for four planters to be brought to the next meeting.

As a follow on from this (item d) costings for new planters have been obtained and were discussed by the Chair.

**Resolved.** It was proposed by Cllr Coakley seconded by Cllr Gold to proceed with the purchase of two new planters now (each costing £500) and to look at purchasing further planters at a later stage. (2 Support, 4 Against and 2 Abstentions). No planters would be purchased at this time.

**10. FOR DECISION – To receive Cllr Fox’s request for additional dog bins.**

Item deferred as Cllr Fox absent from the meeting. **Noted.**

**11. FOR DECISION – To receive confirmation from the solicitors regarding the current registration position for the land at Ayshton Gardens.**

The paperwork from Hancocks has been passed over to Earl & Crockers, and we await their response on this matter. **Noted.**

**12. FOR DECISION – To formulate any views on the Waste Collection & Cleansing Contract, as requested by CALC.**

After a brief discussion it was agreed that we would recommend the following, as part of our views on the contract:

- a) For the Town Council to receive a calendar of their programmed work,
- b) To retain a strong link with the Contract Compliance Officer, &
- c) For the Contractor to report to the Town Council when they are in the Parish

**13. ANY OTHER URGENT BUSINESS**

There being no further business the meeting was moved to a Part II Session at 7.32pm.