

OUTSIDE SERVICES COMMITTEE

10th October 2017 7.15pm

Minutes

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

1. APOLOGIES

CLLRS BURROWS, LONG & LUMLEY

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

MEMBERS OF THE PUBLIC: 0

OFFICERS: HELEN DOWDALL (CLERK)

GEORGE DU PLESSIS (OPERATIONS MANAGER)

2. MINUTES

RESOLVED. It was proposed by Cllr Tolman seconded by Cllr Dowdall and agreed (1 abstention) to accept the minutes of the 19th September 2017.

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.

None

5. FINANCE

a) Approval of payments.

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

Payments for approval 10th October 2017

| | | | | | | |
|-----|----|---------------|----------------|--------|-------|--------|
| TH | DD | Corona Energy | TH electricity | 339.62 | 67.93 | 407.55 |
| FGP | DD | Booker | Refreshments | 88.19 | 17.24 | 105.43 |

| | | | | | | |
|-------|-------|-------------------|------------------------|----------------|----------------|----------------|
| OS | DD | Allstar | Fuel | 173.34 | 34.65 | 207.99 |
| FGP | DD | Worldpay | Card payments | 1.65 | | 1.65 |
| FGP | 10507 | Cornwall Council | Road closure | 46.00 | | 46.00 |
| TH | 10508 | REC | Asbestos survey | 1295.00 | 259.00 | 1554.00 |
| TH/OS | 10509 | GB Tool Hire | Misc | 777.37 | 155.47 | 932.84 |
| TH | 10510 | Liquidline Ltd | Water boiler | 893.78 | 178.76 | 1072.54 |
| FGP | 10511 | Rachael's Flowers | Bouquets | 100.00 | | 100.00 |
| TH | 10512 | Barron Surveying | Surveying services | 800.00 | 160.00 | 960.00 |
| FGP | 10513 | Zurich | Inspection Contract | 80.00 | 9.60 | 89.60 |
| TH | 10514 | Seton | TH Sweeper National | 110.93 | 22.19 | 133.12 |
| FGP | 10515 | SLCC | Conference | 330.00 | 48.00 | 378.00 |
| OS/TH | 10516 | Trewarthas | Misc | 210.23 | 42.05 | 252.27 |
| FGP | 10517 | SeaDog IT | IT/website | 554.00 | | 554.00 |
| FGP | 10518 | Mr A Stentiford | Bell | 100.00 | | 100.00 |
| OS | 10519 | Cormac | Hire Charges | 2.40 | 0.48 | 2.88 |
| OS | 10520 | Northgate | Vehicle Hire | 287.66 | 57.53 | 345.19 |
| FGP | 10521 | Camera Club | Photo Frames | 80.00 | | 80.00 |
| | | | | 6270.17 | 1052.90 | 7323.06 |

b) Six month budget monitoring (30th September)

The Clerk took the committee through the budget and the projected over achievement of income generated through the contract works.

Resolved. It was proposed by Cllr Fox seconded by Cllr Tolman and agreed to proceed with the recommendations proposed by the officers, to ring fence the surplus for cemetery works (£4,000) and the balance for general park maintenance.

6. FOR DECISION – To discuss the aspirations for this committee in preparation for the budget setting process for the precept requirement for 2018/2019.

The Chair explained the aspiration to maintain the high standard of work kept by the staff and to keep making progress with the maintenance works.

Overall summary of the budget aspirations and their funding:

| Project | Use of Ear Marked Reserves | Increase on the Precept for 2018/2019 | |
|-----------------------------|----------------------------|---------------------------------------|-----------------------------------|
| Saltash Road Toddler Park | Set Up Purchase/cost | £7,000 | There is currently a provision of |
| Launceston Road Basket Ball | | £2,000 | |

| | | | |
|-----------------------------------|----------------------|--|---|
| Tamar & Rosemullion/Lamorna Parks | | £2,000 | £10,000 in the precept for Parks, so we could amalgamate these and increase the overall park maintenance provision. |
| Concrete Table Tennis Table | | Price TBC | |
| Replacement Tractor | Set Up Purchase/cost | None, consider that the existing provision in the precept is adequate. | |
| Dog Bins (see item 10 below) | | | |

Resolved. It was proposed by Cllr Gold seconded by Cllr Dowdall and agreed to proceed with the purchase of a replacement tractor in 2018/2019.

Parks & Open Spaces

7. 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 - Nothing to report.
- c) Saltash Road – The Park was heavily used last week for Honey Fair by the Lions Club and Rowlands. The Community Litter Pick Volunteers found a knife in the park the week prior and are working with staff and the Police to promote awareness of such anti-social behavior.

There is a recommendation to remove the bollard by the entrance adjacent to the carpark and replace with a gate across that particular access point; this is supported by the Park Inspector Report.

Resolved. It was proposed by Cllr M Smith seconded by Cllr Dowdall and agreed to proceed with the purchase of two gates (to consider self-closing gates), at the top and bottom of the Park, and to replace the two picnic tables at the Ayshton Gardens entrance.

A discussion then followed on the vandalism experienced in the Park and the best location for the tables. It was agreed to monitor the situation and if further vandalism is experienced the tables may be re-positioned to a more visible area.

- d) Lamorna Park – Nothing to report.
- e) Peggy's Patch – Nothing to report.
- f) St Mary's Square - The Chair explained that Addaction are getting things organised for this project. It was agreed that the large ash tree may need some attention so a Tree Surgeon would be invited to inspect and give their professional advice on it.

Allotments

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

The monthly report had been circulated prior to the meeting and the current level of vacancies was noted. It was suggested that an article is included in the next newsletter to advertise the vacancies. **Noted.**

9. FOR DECISION – To receive any updates from the Operations Manager.

All weedspraying is now complete but the staff have been struggling against the weather to finish off the grass cutting for the year, the ground is very sodden. There are still a few cuts to complete for the Primary School.

For the benefit of the new councilors, the OM explained the winters hours for the staffing.

There has been some vandalism to the lower gate at Launceston Road park and graffiti in Saltash Road park, which the staff are now repairing.

The park checks were increased to twice daily during the Honey Fair period, which proved very beneficial and will continue again in future years.

During this month the staff will be putting the winter bedding plants in Fore Street, then focusing on the Christmas preparations during November, and the machinery will be serviced over the same period.

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

Cllr Fox and Cllr Gold went through the current number of bins throughout the parish. A discussion then followed on whether the number of bins needs to be increased or the dog owners need to be more educated on the matter.

Resolved. It was proposed by Cllr Gold seconded by Cllr Fox and agreed unanimously that a map be drawn up, highlighting where the bins are around Callington and Kelly Bray. The map will then be put on social media to inform residents and ask them where they think the bins could be best positioned around the parish. A bid will be added to the budget aspirations of £1,000 to potentially finance two bins each year (have been quoted £300 to purchase a bin plus £212 for a weekly collection each year)

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

Nothing to report.

12. FOR DECISION - To review the current cemetery fees and policy on renewal headstones.

The Chair explained the current charging for renewal headstones.

Resolved. It was proposed by Cllr Dowdall seconded by Cllr Smith and agreed that for a change in headstone, on an existing plot, a charge of 50% of the current fee is applied, when a full fee has already been paid.

A discussion then followed on the cemetery fees.

Resolved. It was proposed by Cllr Dowdall seconded by Cllr Tolman and agreed unanimously that the fees are increased by 5% (rounded up to the nearest £10 denomination) as from 1 January 2018 with a review in October 2018.

13. ANY OTHER URGENT BUSINESS.

There being no further business the meeting was closed at 8.33pm.