

OUTSIDE SERVICES COMMITTEE

27th February 2018 at 6.10 pm

Minutes

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

1. APOLOGIES

CLLRS BURROWS, DOWDALL, FOX, GOLD, LONG, D SMITH & M SMITH

PRESENT: CLLRS COAKLEY, MORGAN, TAGG, TOLMAN AND WATSON

MEMBERS OF THE PUBLIC: 0

OFFICERS: HELEN DOWDALL (CLERK)

2. MINUTES

RESOLVED. It was proposed by Cllr Tagg seconded by Cllr Tolman and agreed unanimously to accept the minutes of the 16th January 2018.

3. MATTERS ARISING

Cllr Watson asked for an update on the land adjacent to Ayshton Gardens. It would be put on the agenda for the next meeting.

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 Tagg seconded by Cllr Tolman to approve the payments as listed:

Payments for approval 31st January 2018 – For Noting.						
TH	DD	Clear Business	PM electricity	66.73	3.16	69.89
FGP	DD	Worldpay	Card charges	11.99		11.99
FGP	10703	Susan Hicks	Buffet	208.00		208.00
TH	10704	Carpet Fayre	New office carpet	927.68		927.68
FGP	10705	Bluemoon Print	Feb newsletter	362.00		362.00

TH	10706	ADS Window	Window film	255.00	51.00	306.00
FGP	10707	SeaDog IT	Feb news	135.00		135.00
TH	10708	British Gas	Unit 11 electric	414.81	82.96	497.77
TH	10709	Cannon Hygiene	Bin cleansing	117.24	23.45	140.69
TH	10710	Classic Fire	Fire alarm maintenance	80.00	16.00	96.00
FGP	10711	Rachael Bradbury	Flowers	30.00		30.00
TH	10712	Nisbets	Airpot x 3	101.97	20.39	122.36
TH	10713	EDF	Workshop electricity	17.65		17.65
OS	10714	Travis Perkins	Timber, insulation board, screws	139.30	27.86	167.16
TH	10715	Office Furniture	Desks	670.00	134.00	804.00
FGP	10716	Complete Business	Laminate pouches	12.95	2.59	15.54
OS	10717	DVLA	V5C application	25.00		25.00
				3575.32	361.41	3936.73

Payments for approval 20th February 2018 – For Noting

FGP	DD	Corona	Town Hall electricity	408.05	81.61	489.66
TH	DD	Booker	Refreshments	48.16	9.63	57.79
TH/OS	10731	Biffa Waste	Waste collection	237.24	47.45	284.69
TH/OS	10732	GB Tool Hire	Hi Viz workwear Polo shirt, trousers Woolly hats Screenwash Janitorial products	324.33	64.87	389.19
TH/OS	10733	Trewarthas	Rivets, paint, cuprinol, wood, coach bolts, disc, grap rail, drill bits, hose connection, washers, door handles, masking tape, duct tape, batteries, keys, toggles, plasterboard fixings, washers, extension bit holder, screw & nut pack, drill bit set, spring, Ronseal, drill bits, wood drill bit	213.62	42.72	256.34
TH	10734	CPC	Wireless access point	37.91	4.25	45.49
OS	10735	Post Office	Vehicle tax	240		240
TH	10736	Nisbets	Mop head & handle	30.16	6.03	36.19
FGP	10737	SeaDog IT	Hosting & maintenance	24.5		24.5
FGP	10738	PO Counters	PAYE & NI	2943.03		2943.03
TH	10739	Liquidline	Water boiler, safety kit, large filter, pro head	823.51	164.71	988.22

OS	10740	Callington Garden Machinery	New chain links, sharpen		24	4.8	28.8
OS	10741	RPB Motors	Boxer MOT		336.44	55.56	392
					5690.95	481.63	6175.9

Payments for approval 27th February 2018

TH	DD	Corona	TH electricity	376.58	75.32	451.90
OS	DD	Allstar	Fuel	79.52	15.90	95.42
FGP	DD	Three	Mobile phone	41.12	8.22	49.34
TH	DD	Clear Business	7,8&9 electricity	229.86	46.57	279.42
TH&P	10742	Daniel Thorpe	IT works	2010.50		2010.50
OS/TH	10743	R G Julian	Skip Hire	205.00		205.00
TH	10744	Manton Electrical	New Office & Red Panda	5624.98	1125.00	6749.97
TH	10745	CEF	Bulb	23.90	4.78	28.68
TH	10746	CPC	Sound level meter	37.48	8.35	50.08
OS	10747	Nick Adams	Playground inspection	296.25	59.25	355.50
OS	10748	Travis Perkins	Handsaw blade, screws, timber	150.10	30.03	180.13
FGP	10749	Cornwall Council	GDPR Training	165.00		165.00
TH	10750	SWW	Saltash Road Rec	23.40		23.40
FGP	10751	RCES	NEBOSH Exam	110.00	22.00	132.00
TH	10752	Nisbets	Deck Scrubber, Mop handle, hot water sign, Cutlery tray, cutlery set, Tea towels, markers	91.13	18.23	109.36
TH	10753	SSE	Welfare room electric	119.08	5.95	125.03
TH	10754	SSE	Welfare room electric	20.63	4.13	24.75
FGP	10755	Bluemoon Print	March newsletter	473.00		473.00
TH	10756	M J Troup	Jetting PM drain	120.00	24.00	144.00
FGP	10757	Sea Dog IT	IT works	225.00		225.00
OS	10758	SWW	Haye Road allotments	37.88		37.88
FGP	10759	Ricoh	Photocopier/printer	272.83	54.57	327.39
OS	10760	Cormac	Camera Kit	572.76	114.55	687.31
TH	10761	Liquidline	Hot water boiler	125.00	25.00	150.00
OS	10762	Sparling	Waste removal	372.56	74.51	447.07
FGP	10763	Inland Revenue	PAYE & NI Jan	2943.03		2943.03
FGP	10764	Inland Revenue	PAYE & NI Feb	2975.39		2975.39
TH	10765	Colins of Callington	Waste bins & sponges	24.23	4.85	29.08
OS	10766	Mole Valley	Gate lock	4.50	0.90	5.40
TH	10767	Filmbank Media	Nut Job 2	133.00	26.60	159.60
FGP	10768	BT	Rental charges	29.30	5.86	35.16
				17913.01	1754.57	19674.79

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

Prior to the meeting the Operations Manager had circulated his report, detailing the works in the parks and equipment servicing. **Noted.**

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 – Staff have been making improvements to the equipment, to enhance safety and prolong its serviceable lifespan.
- b) Launceston Road – Nothing to report.
- c) Saltash Road – Last Friday diaries were dropped off to nearby residents, as part of the Anti-Social Behaviour partnership campaign with Cornwall Council and the Police. A supply of diaries would also be made available on Saturday, at the 'Meet Your Councillor' event. Cllr Watson suggested that another visit be conducted later in the year, to ascertain if such behaviour changes/continues during the lighter evenings.
- d) Lamorna Park – nothing to report.
- e) Peggy's Patch – nothing to report.
- f) St Mary's Square - On her return, Cllr Gold would be asked to give an update on the Addaction Project.

Allotments

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

The report had been circulated prior to the meeting.

Resolved. It was proposed by Cllr Coakley seconded by Cllr Tolman and agreed that a trailer be put down at the Haye Road Allotments a week before Tansys Golowan, inviting tenants to dispose of any unwanted wood, which could then be used on the bonfire. If this offer is abused and other items are dumped/fly tipped on the trailer, the tenants would be charged a waste handling fee.

A site meeting had been held on Monday 22nd January to assess the state of the boundary hedge. The position was noted but no further action agreed.

9. ANY OTHER URGENT BUSINESS – None.

There being no further business the meeting was declared closed at 6.27 pm.