

## OUTSIDE SERVICES COMMITTEE

17<sup>th</sup> July 2018 at 8pm

### Minutes

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

#### 1. APOLOGIES

CLLRS DOWDALL, M SMITH, TAGG, TOLMAN & WATSON

**PRESENT:** CLLRS BURROWS, COAKLEY, FOX, GOLD (CHAIR), LONG, MORGAN & D SMITH.

**OFFICERS:** TOWN CLERK & OPERATIONS MANAGER

#### 2. MINUTES

It was proposed by Cllr D Smith seconded by Cllr Coakley and agreed to approve the minutes of the meeting of Outside Services Committee on 19<sup>th</sup> June 2018.

#### 3. MATTERS ARISING

None

#### 4. DISCLOSURES OF INTEREST

Cllr Burrows for item 7a, as property is in close proximity to park.

#### 5. FINANCE

##### a) Approval of payments

It was proposed by Cllr Long seconded by Cllr Coakley and agreed to approve the following payments:

TH	DD	Corona	TH electricity	301.55	60.31	361.86
FGP	10980	Mrs H Dowdall	VOIP phones	849.95	169.99	1,019.94
TH/OS	10981	Biffa	Waste collection	340.91	68.18	409.09
TH/OS	10982	British Gas	Unit 11 electricity	110.63	5.53	116.16
FGP	10983	PSP Group	NW Signs	83.00	16.60	99.60
FGP	10984	Sage UK Ltd	Instant Payroll	189.00	37.80	226.80
FGP	10985	Ricoh	Photocopier	302.68	60.54	363.22
FGP	10986	Cornwall ALC	Training	300.00	60.00	360.00
TH/OS	10987	John Smith	Wiper blade, tyre, balance/tracking	82.00	16.40	98.40
FGP	10988	Mrs H Dowdall	Power supply for VOIP	46.71	9.34	56.05
				<b>2,606.43</b>	<b>504.69</b>	<b>3,111.12</b>

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

The recent exceptionally hot and dry weather has meant that the grass cutting has been put on hold, allowing the staff to focus on the Fore Street flower tubs and park maintenance in Saltash Road.

Next month the staff are scheduled to complete the second round of weedspraying in the town and at Liskeard.

Cllr Coakley gave praise for the work in the park.

**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 – The state of the bench was discussed.
- c) Saltash Road – Installation dates for the Toddler Play project has now been confirmed and it was agreed to put on it only on social media when the contractors actually arrive on site. The Primary School would not be notified as it will be when they are closed for the holidays. The state of the benches were also discussed.

**Resolved.** It was proposed by Cllr Long seconded by Cllr D Smith and agreed unanimously to proceed with the purchase of five new disabled friendly coloured benches for the parks with a budget of £3,000 (financed from the contract works).

Cllr Fox raised concerns regarding some overgrown brambles and bushes; the staff would be asked to address this.

- d) Lamorna Park – nothing to report.
- e) Peggy's Patch – there have been reports concerning our trees.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Fox and agreed to get a tree survey completed on the site and for any remedial works to be completed and trees replaced.

**Cllr Long left the meeting.**

- f) St Mary's Square – The Clerk gave an update on the legal documentation and the Operation Manager explained what works are required to enhance the site.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Coakley and agreed unanimously to set a budget of £3,500 (financed from the contract works) on improving St Mary's Square, to cover items such as the stone masonry, benches and replacement shrubs.

Cllr D Smith asked about the lower limbs on the smaller tree, having concerns that it may be vandalized. The Operations Manager agreed to look into this.

### **Allotments**

- 8. FOR DECISION – To discuss any matters concerning the allotments (report previously circulated).**

**Cllr Fox explained that he holds an allotment at Launceston Road.**

There are a number of vacant plots at the moment and a request has been received from someone outside of the Parish.

**Resolved.** It was proposed by Cllr D Smith seconded by Cllr Gold and agreed that it has been custom and practice to keep the Town Council allotments for the residents of the parish but the request would be put to the Trustees of the Labouring Poor for consideration.

- 9. FOR DECISION – Cllr D Smith to discuss a request from the KBRA to make the Bus Shelter an alcohol free zone.**

Cllr D Smith explained that the bus shelter and notice board have both been vandalized in recent times, and at the last KBRA meeting it was asked whether the bus shelter could become an alcohol free zone.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Coakley and agreed unanimously for the Clerk to put KBRA in contact with the Anti-Social Behaviour Officer at Cornwall Council. This matter would also be kept on the radar for the mobile CCTV camera and notified to the PCSOs. The matter would be reviewed again once evidence/logs have been kept to see how things have progressed.

- 10. ANY OTHER URGENT BUSINESS**

The Chair asked that the staff be thanked for all their efforts during this difficult time with the weather.

**There being no further business the meeting was declared closed at 8.34pm.**