

OUTSIDE SERVICES COMMITTEE

15th January 2019 at 6.30pm

Minutes

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

1. APOLOGIES

CLLRS FOX, D & M SMITH

PRESENT: CLLRS BURROWS, COAKLEY, GOLD (CHAIR), LONG, RAPHAEL, TAGG, TOLMAN & WATSON

OFFICERS: TOWN CLERK & OPERATIONS MANAGER

2. MINUTES

It was proposed by Cllr Burrows seconded by Cllr Coakley and agreed unanimously to approve the minutes of the meeting of Outside Services Committee on 20th November 2018.

3. MATTERS ARISING

None

4. DISCLOSURES OF INTEREST

Cllr Gold 9, having recently purchased a plot at the cemetery.

5. FINANCE

- a) **Approval of payments** – It was proposed by Cllr Long seconded by Cllr Tagg and agreed unanimously to approve the payments as listed:

Payments for approval 15th January 2019

FGP	DD	ICO	Data Protection renewal	40.00		40.00
TH	DD	British Gas	PC electricity	124.75	6.23	130.98
TH	DD	Corona	TH electricity	374.57	74.92	449.49
FGP	11213	PO Counters Ltd	Stamps	174.00		174.00
FGP	11214	Cornwall ALC Ltd	Conference fees	30.00		30.00
FGP	11215	Cornwall ALC Ltd	Training fees	65.00	13.00	78.00
TH	11216	Colins of Callington	Fairy Lights	4.57	0.92	5.49
FGP	11217	Hygiene 2 Health Ltd	H&S Audit/Review	465.00	93.00	558.00
TH	11218	DB Heating Ltd	Unit 19 Gas Safety Check	55.26	11.05	66.31
TH	11219	Classic Fire Ltd	Annual Service & Maintenance	225.95	45.19	271.14
FGP	11220	TAVATA	Membership	250.00		250.00
TH	11221	SWW	Unit 19 Gas Safety Check	117.15		117.15
FGP	11222	SeaDog IT	Managed Hosting	24.50		24.50
TH	11223	SW Locksmiths Ltd	Office door locks	104.18	20.84	125.02
FGP	11224	SLCC	CiLCA Course Jo Taylor	350.00		350.00

TH	11225	Npower	Unit 19 Gas	61.89	3.10	64.99
				2,466.82	268.25	2,735.07

b) Budget Monitoring – The Clerk took the Committee through the current spend and appropriates to/from reserves. **Noted.**

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

The Operations Manager explained that staff had been busy with the Christmas preparations and subsequent clear-up. They have also been providing cover with caretaking whilst we have a vacancy.

Staff are now working on restoration work in Saltash Road Park and overall park equipment maintenance.

The Chair wished to thank the Operations Manager for overseeing all the works.

Over the Christmas break there had been some comments received about the public toilets being closed. The Clerk explained that for the new caretaker role this has been addressed in their JD; to provide these facilities on the normal work days during this period (not weekends and Bank Holidays). **Noted.**

Parks & Open Spaces

7. FOR DECISION – To receive any updates on matters concerning the Parks & Open Spaces, including the email with comments about the skatepark.

The Chair explained that she would like to meet with the young person and discuss his request in more detail; to ascertain if a community group might push this forward to order to assist with attracting grant funding opportunities (which may not otherwise be available to the Town Council), as currently we don't have sufficient resources to fund such a scheme. In the meantime, she has also inspected other skateparks in the surrounding areas. **Noted.**

Allotments

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

A report had been circulated prior and matters concerning the Labouring Poor allotments had been discussed at an earlier meeting tonight.

The requests to allow geese and rabbits on the allotments were discussed at length.

Resolved. It was proposed by Cllr Gold seconded by Cllr Tolman and agreed unanimously that:

a).Geese are not permitted on the plots.

b).Regarding a rabbit, confirmation would be required from the tenants about how it would be housed and looked after (Allotments Act 1950 Section 12 (2)), and that it be kept for livestock purposes only.

9. **FOR DECISION – To consider any matters concerning the cemetery**
Nothing.

10. **FOR DECISION – To discuss the Bus Stop Improvements (email from Cornwall Council, 19th December).**

The proposals have been circulated prior to the meeting.

Resolved. It was proposed by Cllr Long seconded by Cllr Tolman and agreed unanimously to :

- a) Welcome the proposals.
- b) For the Kelly Bray representations to notify the KBRA of the proposals and that we are in support of them.
- c) To clarify that Cornwall Council will be responsible for the new and replacement shelters and RTPI maintenance hereafter.
- d) To support any similar enhancements to the bus shelter at Saltash Road.
- e) The Clerk would also clarify what is happening to the bus shelter near the South Hill Road junction.
(Clerk would provide Cllr Burrows with the minutes/notes regarding the previous discussions on alcohol in the bus shelters).

11. **FOR DECISION – To continue with the Local Maintenance Partnership for 19/20 (£536).**

Resolved. It was proposed by Cllr Long seconded by Cllr Burrows and agreed unanimously to continue with the current arrangements for the next municipal year.

12. **ANY OTHER URGENT BUSINESS**

- a) Cllr Tolman reported banners on the railings at Saltash Road park, the Clerk would look into this.
- b) Cllr Gold has been approached from the Churches as to whether they could host the Filmshow in April to coincide with their Mission Week (14th-21st April). The Churches would arrange and finance the film hire but Cllr Gold would clarify the position with the tuck shop.

Resolved. It was proposed by Cllr Gold seconded by Cllr Tolman and agreed unanimously that the Churches could run the filmshow for April 2019.

There being no further business the meeting was declared closed at 7.15pm