

OUTSIDE SERVICES COMMITTEE

19th March 2019 at 6.50pm

Minutes

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

1. APOLOGIES

CLLRS LONG, M SMITH & TAGG

PRESENT: CLLRS BURROWS, COAKLEY, GOLD (CHAIR), FOX, RAPHAEL, D SMITH, TOLMAN & WATSON

OFFICERS: TOWN CLERK & OPERATIONS MANAGER

2. MINUTES

It was proposed by Cllr Raphael seconded by Cllr Burrows and agreed unanimously to approve the minutes of the meeting of Outside Services Committee on 15th January 2019.

3. MATTERS ARISING

None

4. DISCLOSURES OF INTEREST

None

5. FINANCE

a) Approval of payments – It was proposed by Cllr D Smith seconded by Cllr Burrows and agreed unanimously to approve the payments as listed:

TH	DD	SWW	Cemetery/Workshop	708.63		708.63
FGP	DD	Worldpay	Card transaction	8.27	1.03	9.30
TH	DD	Clear Business	New offices	76.43	4.27	80.70
TH	DD	Cornwall Council	Public cons	190.00		190.00
TH	DD	Cornwall Council	Units 7,8,9	202.00		202.00
TH	DD	Cornwall Council	Free Car Park	565.00		565.00
TH	DD	Cornwall Council	Town Hall	1436.00		1436.00
OS/TH	11332	RG Julian	Skip hire	215.00		215.00
OS	11333	John Smith Tyres	Bosch Battery	129.95		129.95
FGP	11334	Complete Business	Stationery	161.03	32.21	193.24
FGP	11335	Full Stop	CCTV Council Chamber	481.38	96.28	577.66
TH	11336	East Cornwall PC	Unit 19 works, damp repairs to corridor	840.00	168.00	1008.00
TH	11337	Travis Perkins	Switched fuse connection unit	3.85	0.77	4.62
FGP	11338	Filmbankmedia	Smallfoot	133.00	26.60	159.60
FGP	11339	HMRC	PAYE & NI	3182.18		3182.18
				8332.72	329.16	8661.88

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, including any recommendations from the H&S Audit.

The Operations Manager gave an update on the staffing. We have successfully recruited a seasonal grounds person. Work is being undertaken on the benches and gates in the parks. Contractors are also doing repairs to the paving slabs in St Mary's Close.

Next week we move into Summer Hours and the grass cutting rota commences for the year.

The Health & Safety Inspection had been completed and positive observations have been noted by the inspector. Some recommendations have come from the report, namely improved shelving in the yard.

Resolved. It was proposed by Cllr Gold seconded by Cllr Tolman and agreed unanimously that the Chair and Operations Manager be given delegated power to source fit for purpose industrial shelving, with a budget of £1,000.

Cllr Watson had observed a noticeable reduction in the litter generally found in the free carpark. There is no particular reason or explanation for this, but it would be monitored as we go into the lighter evenings and warmer weather.

Parks & Open Spaces

7. **FOR DECISION** – To receive any updates on matters concerning the Parks & Open Spaces, including feedback from the comments about the skatepark, and electrical improvement works.

The Chair is in contact with the person who has raised comments about the skatepark and hopes to arrange a meeting with them in mid-late April.

Noted.

The Operations Manager had obtained costings to build a secure and fit for use lockup with separate areas for the main electric meter and the electrical hook ups, in Saltash Road park. A discussion then followed on what was deemed sufficiently secure materials and design.

Resolved. It was proposed by Cllr Gold seconded by Cllr D Smith and agreed unanimously to give the Chair and Operations Manager delegated power to complete the electrical works and suitable lock up.

In Launceston Road Park the staff have replaced the top gate and re-laid the steps. Cllr D Smith requested that a baby seat be put in one of the swings, within the toddler area.

Cllr Watson asked for an update on St Mary's Close and the Chair explained that Kivells and 1st Callington Scout have expressed an interest in taking this project on. The Clerk would get an update from Kivells and the Scouts and report back at the next meeting.

Allotments

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

A tenant wants to increase his chicken population from 10 to 18.

Resolved. It was proposed by Cllr Gold seconded by Cllr Coakley and agreed that Cllr Burrows send a link to the Assistant Town Clerk regarding the legal recommendations for laying hens and these be sent to the tenant, requesting that he provide written details on how he proposes to increase the area to house them. A decision will be made once this information has been provided.

Western Power is seeking permission to carry out some Storm Resilience works. (Information had been circulated prior to the meeting) In relation to this project, a tenant has asked if he can 'lay the hedges' but if the tree felling is granted, can he have the wood?

Resolved. It was proposed by Cllr Raphael seconded by Cllr Fox and agreed unanimously that permission be granted to Western Power to complete the works as they proposed, and hold them to their promise to provide replacement trees. The tenant could also have the wood.

The Clerk went on to explain that a number of concerns have been expressed by tenants, which could constitute as bullying behaviour. Guidance would be sought from the Police.

9. **FOR DECISION** – To discuss the proposal from the Town Forum to clean up the flower bed by the Village Collection, adjacent to Liskeard Road Roundabout.

The Chair explained what the Town Forum are offering and what suggestions have come forward from via Cornwall Council to tidy up this area.

The Chair would get clarification from Cllr Long about what funding would be provided from Cornwall Council before progressing with this proposal.

10. FOR DECISION – To discuss the Environmental Sub Committee proposal as presented and approved by Full Council.

Cllr Raphael explained an aspiration to have some designated areas within the parish that could be deliberately left untouched, in order to rejuvenate the environment and the wildlife.

Members were asked to think of any suitable areas and send details to Cllr Gold and the Operations Manager, in preparation for the next meeting.

A discussion then followed on our use of pesticides and other such chemicals. The Clerk would ascertain from Cornwall Council what they recommend, particularly for the kerb line, as we have in the region of 30 km to weed spray in the Parish. Cllr Raphael would also research this further, particularly in towns or parishes that have stopped using pesticides.

11. FOR DECISION – To discuss the recent concerns regarding Dog Fouling.

This topic has been receiving much attention recently on Social Media. The Clerk would recirculate the map showing the locations of all the bins and get confirmation on the current costs to purchase and maintain a bin.

Cllr D Smith would also let the Chair know of a suitable location to accommodate a new bin along Launceston Road.

12. ANY OTHER URGENT BUSINESS

There being no further business the meeting was declared closed at 7.45pm