

## OUTSIDE SERVICES COMMITTEE

16<sup>th</sup> April 2019 at 7pm

### Minutes

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

#### 1. APOLOGIES

CLLRS BURROW & FOX

**PRESENT:** CLLRS COAKLEY, GOLD (CHAIR), LONG, MCCALLION, RAPHAEL, D&M SMITH, TAGG, TOLMAN & WATSON

**OFFICERS:** TOWN CLERK & OPERATIONS MANAGER

#### 2. MINUTES

It was proposed by Cllr M Smith seconded by Cllr Long and agreed unanimously to approve the minutes of the meeting of Outside Services Committee on 19<sup>th</sup> March 2019.

#### 3. MATTERS ARISING

None

#### 4. DISCLOSURES OF INTEREST

None

#### 5. FINANCE

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

			New offices			
TH	DD	Clear Business	electric	88.98		88.98
TH	DD	Corona	TH electric	400.41	80.09	480.50
FGP	11381	SeaDog IT	Managed hosting	24.50		24.50
		TVT Container				
FGP	11382	hire	Storage container	2,050.00	410.00	2,460.00
FGP	11383	Daniel Thorpe	IT works & repairs	487.50		487.50
FGP	11384	CADTA	Civic expenses	65.00		65.00
TH	11385	British Gas	Unit 11 electricity	265.79	53.15	318.94
TH	11386	Horizon Home	PM & TH doors	1,300.00	260.00	1,560.00
TH	11387	T Burnard & son	Firedoor works	540.62		540.62
FGP	11388	Ricoh	Photocopier	289.01	57.80	346.81
		Manton				
TH	11389	Electrical	Band Room heater	270.50	54.10	324.60
		Nathan				
TH	11390	Behennah	Firedoor works	93.50		93.50
OS	11391	Helping Hands	Litter picking tools	54.38	10.88	65.26
				<b>5,930.19</b>	<b>926.02</b>	<b>6,856.21</b>

**b) Budget Monitoring** – The Clerk took the Committee through the year-end outturn and appropriations to and from reserves. The Final Accounts had been audited over the last few days by the Internal Auditors. **Noted.**

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

The Operations Manager gave an update on the staffing. We still don't have a fully complement of staff, due to sickness, so the work schedule has fallen slightly behind. As we move into May, the focus will be on weed spraying and summer planting of the tubs.

### **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.

The Chair is in contact with the person who has raised comments about the skatepark and hopes to arrange a meeting with them once she has fully recovered from her operation. **Noted.**

The Operations Manager reported that the Annual Parks Safety Inspection has been completed and we await their findings.

Cllr D Smith asked when the toddler swing will be installed at Launceston Road park. It's on the list to be done.

### **Allotments**

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

The Clerk has inspected the allotments regarding the complaints received with the Police and their suggestions were discussed at length.

Tenants are to be reminded that they need to name culprits of Anti-Social Behaviour and criminal activity.

**Resolved.** It was proposed by Cllr Long seconded by Cllr Raphael and agreed unanimously that the matters be noted, and costs for a practical CCTV provision on site would be sought.

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.

Cllr Long has yet to receive confirmation from Paul Allen regarding the financial contributions from Cormac to support the ongoing maintenance of this area.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Tolman and agreed unanimously that once the financial contributions from Cormac have been confirmed, we will take the idea forward to clear the area, grass it over and plant daffodil bulbs (later in the year).

**10. FOR DECISION** – To discuss any Environmental Sub Committee recommendations.

At the last meeting, Members were invited to put forward ideas to locate wild meadow sites. Suggestions put forward have included:

- Around the boundaries of Saltash Road Park
- Around the boundaries of Launceston Road Park
- In the Free carpark grassed areas
- By the toilet block at the cemetery
- At Launceston Road allotments, once the trees have been planted.

It was recognized that the costings would primarily be in the ground preparation and a lesser amount for the actual seeds themselves. Hopefully this could be a project that might engage local groups and generate community spirit.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Long and agreed to have the Environmental meeting initially and we could progress this idea in the autumn, with the land at the cemetery being our starting point for this project. In the meantime, Cllr Raphael would get some costings for the seeds.

**11. ANY OTHER URGENT BUSINESS**

- a) Cllr Tolman had received reports that some headstones have had tape put around them and questioned why. Staff have been completing their safety inspections and notifying families of any structures that may be unsafe.  
**Noted.**
- b) Cllr Coakley asked about the opening and closing times for the Bus Shelters, this matter was discussed at the last Town Hall & Premises meeting. **Noted.**
- c) The issue of dog bins was raised again.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr M Smith and agreed to clarify where the bins are at Kelly Bray (in particular by the existing bus shelter on Launceston Road) and to get costings for a new bin (purchase price and ongoing costs to have it emptied).

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