

## OUTSIDE SERVICES COMMITTEE

15<sup>th</sup> October 2019 at 6.20pm

### Minutes

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

#### 1. APOLOGIES

CLLRS FOX, MOORE, MORGAN, TAGG & WATSON

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

**OFFICERS: TOWN CLERK & OPERATIONS MANAGER**

#### 2. MINUTES

**Resolved.** It was proposed by Cllr Tolman seconded by Cllr Burrows and agreed to approve the minutes of the 17<sup>th</sup> September 2019.

#### 3. MATTERS ARISING

Item 13 - High Street Heroes Funding application has been submitted for a project at St Mary's Square. **Noted.**

#### 4. DISCLOSURES OF INTEREST

None.

#### 5. FINANCE

##### a) Approval of payments

It was proposed by Cllr Coakley seconded by Cllr Long and agreed (1 Abstention, Cllr Burrows) to approve the payments as listed;

OS/TH	11641	RPB Motors	Vehicle MOT	191.55	27.51	219.06
FGP	11642	Ricoh UK Ltd	Photocopier/printer	289.93	57.98	347.91
TH	11643	EDF Energy	Cemetery Chapel electricity	244.80		244.80
		Human Resource Consultancy				
FGP	11644	Support	HR support	1,140.00	228.00	1,368.00
		Trewartha	Drill bit, nuts & bolts, gas lighter, lighter fluid	128.36	25.67	154.03
		Gregory & Doidge				
		Complete Business	Brother P Touch labelling tape	11.98	2.40	14.38
FGP	11646	Solutions				
FGP	11647	SeaDog IT	Managed Hosting	25.00		25.00
				<b><u>2,031.62</u></b>	<b><u>341.56</u></b>	<b><u>2,373.18</u></b>

**b) Budget Monitoring**

The Clerk took the Committee through the budget monitoring and level of reserves.

**Reserves.** It was proposed by Cllr Gold seconded by Cllr Coakley and agreed (1 Abstention, Cllr Burrows) that a fixed term seasonal staff member for 2020 be recruited in the New Year, funded from earmarked reserves.

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

OM explained the new staffing arrangements and what training will be undertaken in the next few months.

The wet weather has hindered the grass cutting in the last month; consequently staff have now moved on to look at maintenance issues and Christmas preparations.

Cllr Long reported that litter can congregate around wayside seats. Likewise, he went on to ask the OM, if he can establish when Cornwall Council will be completing the verge cuttings on the main A390, as it would be timely if the Litter Pick Group could do a tidy up beforehand, so litter isn't shredded by the machinery and then strewed into the hedgerows.

Cllr Tolman asked about the grass cutting in the housing estates owned by the Council. The OM confirmed that the contract with Cornwall Council in 2020 has not been finalized as yet, and areas currently completed by Cornwall Housing are in negotiations.

Some time ago a former Councillor completed an inventory of all the way side seats and it was agreed that it would be timely to complete a similar exercise. The OM would ask the staff to complete a list with photos, locations on a map, of all the wayside seats during the winter period.

**Parks & Open Spaces**

**7. FOR DECISION – To receive any updates on matters concerning the Parks & Open Spaces, and agree action required.**

The OM confirmed that a contractor has been instructed to remove some tree stumps and he awaits the Tree Survey report.

Cllr Long explained that at a recent Cornwall Planning meeting it was stipulated as part of the conditions for an application that British native trees were planted.

**8. FOR DECISION – To receive any updates on the traffic campaign and guidance from the Police, and agree action required.**

The Chair explained that the front page on the November newsletter features an article about anti-social behaviour and how to report matters to the Police and Cornwall Council. It also explains that an email has been setup [traffic@callington-tc.gov.uk](mailto:traffic@callington-tc.gov.uk) for residents to report matters relating to the Free Saltash Road carpark, as part of a 3 month campaign that will start on the 1<sup>st</sup> November.

Cllr Raphael asked that it also be a headline campaign on our website and through social media. The Clerk would make arrangements after Halloween and Bonfire Night, as these are currently being promoted.

**9. FOR INFORMATION – To receive information from Cllr Long on Cornwall Council's requirements and expectations on the verge grass cutting in 2020.**

Cllr Long asked that the matter be deferred whilst information is collated from Cornwall Council. **Noted.**

**Allotments**

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

The report had been circulated prior to the meeting for consideration.

**Resolved.** It was proposed by Cllr Long seconded by Cllr Coakley and agreed that on this occasion, a plot could be made available to someone out of parish but in an neighbouring parish (which is within our Caradon Network). This does not set a precedent and has only been permitted on this occasion as efforts have been made to promote the empty plots, but to no avail, through the Newsletter and social media to our own parishioners in the first instance.

A tenant has asked permission to increase the height of his fence by 3 foot, this would be on top of the galvanized fencing already there.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Coakley and agreed that guidance would be sought from the Allotments Association on what is deemed recommended practice.

**11. FOR DECISION – To receive any updates on the wildlife zone projects.**

The Chair, Chair of Environment and OM have held a meeting to discuss a wildlife zone in the cemetery. A map of the cemetery was circulated, with the proposals for a habitat area, seating area and flowers/trees.

**Resolved.** It was proposed by Cllr Long seconded by Cllr Tolman and agreed that power to act on this scheme be given to the Chair, Chair of Environment and OM in making day to day decisions on this project.

Cllr Tolman has spoken with the Messy Church regarding the bird box initiative and suggested that the Clerk also mention it to the Primary School as part of their Forest School curriculum.

**12. FOR DECISION – To receive any recommendations from the Environmental Sub-Committee relevant to this Committee.**

None

**13. ANY OTHER URGENT BUSINESS**

Through the Police, we have received a request for room hire to support the charity Addaction. Their current arrangements in the town needs to be reviewed hence the urgent request. To meet the needs within the community, they would benefit from retaining their presence in the town, rather than relocating back to Liskeard.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Raphael and agreed unanimously that the interview room could be made available to the Charity from 10am-1pm one day a week for a six month period. Should any safeguarding issues present themselves, the arrangement would be reviewed forthwith. We would also suggest that they contact other places in Callington to see if they could help in anyway with their accommodation needs.

**There being no further business the meeting was declared closed at 7.16pm.**