

OUTSIDE SERVICES COMMITTEE

19th November 2019 at 6.50pm

Minutes

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

1. APOLOGIES

CLLR MOORE

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

1 MEMBER OF THE PUBLIC

OFFICERS: TOWN CLERK & OPERATIONS MANAGER

2. MINUTES

Resolved. It was proposed by Cllr Long seconded by Cllr Burrows and agreed to approve the minutes of the 15th October 2019.

3. MATTERS ARISING

High Street Heroes Funding application has been submitted for a project at St Mary's Square, and we are awaiting the outcome as to whether we have been successful or not (closing date is the end of the calendar year).

4. DISCLOSURES OF INTEREST

Cllr Watson item 7 – home is adjacent to Saltash Road park.

Cllr Fox item 10 – has an allotment at Launceston Road which is adjacent to the trees referred to in the Inspection Report.

Cllr Burrow item 15 – spouse is a member of staff.

5. FINANCE

a) Approval of payments

It was proposed by Cllr Tagg seconded by Cllr Raphael and agreed unanimously to approve the payments as listed;

OS	DD	SWW Business	Water	83.97		83.97
OS	DD	Allstar	Fuel	80.96	16.19	97.15
F&GP	DD	Three	Mobile phone	40.78	8.16	48.94
			Fixed charges for			
F&GP	11704	BT	services	125.20	25.04	150.24
OS	11705	SWW Business	Haye Road allotments	122.17		122.17
OS	11706	Smallridge Bros	Quick Lock Pin	2.28	0.46	2.74
		Manton	New electrical cabinet			
OS	11707	Electrical	at Saltash Road	535.94	107.18	643.12

TH&P	11708	Mrs E Shaw Davies	November cancelled market refund	10.00		10.00
TH&P	11709	Mrs C Corey	November cancelled market refund	10.00		10.00
OS	11710	John Smith Tyres	Tyres, tracking and balancing	130.00		130.00
TH&P	11711	Tamar Koffi Ltd	Chocolate and sugar for coffee machine	48.40		48.40
F&GP	11712	Filmbankmedia	November film	133.00	26.60	159.60
OS	11713	Mr P Searle	Hedgecutting (September & October)	455.00		455.00
OS	11714	R G Julian	Skip Hire	215.00		215.00
OS	11715	EDF Energy Tor Garden	Cemetery workshop & toilets electricity	54.74	10.95	65.69
TH&P	11716	Plants	November cancelled market refund	10.00		10.00
				2057.44	194.58	2252.02

b) Budget Monitoring

The Clerk took the Committee through the budget monitoring.

Reserves. It was proposed by Cllr Long seconded by Cllr Fox and agreed unanimously that it be noted.

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

Work is primarily focused on the festive preparations and assembling the trees and lights.

Staff will be completing their trailer tests in early December and will then be working their way through the winter maintenance jobs.

Parks & Open Spaces

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

We are currently experiencing a spate of vandalism and anti-social behaviour in the parks and around the town. Staff have completed the repairs to the arson on the mining equipment (in Saltash Road park) and the local press are running a story on it. Staff are also working with the Police with intelligence collected through the public and CCTV footage.

Glen View (along Launceston Road) has experienced some flooding and Cormac have directed the water into Launceston Road Park. The OM is monitoring the situation to assess the extent of any damage to our hedge and the park itself.

The Chair circulated before and after photos of the Lions Project on Liskeard Road roundabout (by the Village Collection). The Lions have done a fantastic job on clearing the site, and a financial support of £400 has been kindly provided by the Town Forum. The Portreeve proposed that a letter to the Lions thanking them should be sent. Staff will now rotivate the site, and then plant bulbs and lay grass seeds. Lions will also build flower tubs to put by the benches. The bin in the area has been reported to Cornwall Council for emptying but we need to make sure that it is now regularly emptied in the future.

Cllrs Long & Raphael also spoke about their recent litter pick along Liskeard Road and Southern Road.

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

The Chair is monitoring the email traffic@callington-tc.gov.uk.

9. FOR INFORMATION – To receive information from Cllr Long on Cornwall Council's policy for verge grass cutting in the New Year.

Cornwall Council is in the throws of changing its policies to reflect the Climate Emergency pressures and what plants to plant (native varieties and carbon capturing). A new policy is expected in the New Year, so the matter would be deferred until February.

As part of the verges contract with Cormac we are currently in negotiations regarding additional work at Menably Road (in the Village Collection) and Newport (from Cornwall Housing).

10. FOR DECISION – To receive the Tree Inspection report and recommendations from the officers.

The report had been circulated prior to the meeting for consideration. The OM took the committee through the recommendations and how we can resolve the issues raised.

Resolved. It was proposed by Cllr Gold seconded by Cllr Long and agreed (1 Abstention, Cllr Fox) to proceed with the recommendations for the following items:

- a) To complete the works at Peggy's Patch as recommended.
- b) To advise staff on the recommended grass cutting practices.
- c) To advise staff on recommended practices for work around trees.
- d) To advise hirers of the parks regarding tree safety and parking away from the roots.
- e) Monolith T7 – the beech tree at Launceston Road park and to adapt it as another wildlife zone with bird boxes made by local children. Cllr Raphael to liaise with the primary school regarding the bird boxes.
- f) To have a tree replanting strategy (for every tree cut down, three will be planted in its place). So far Cllr Raphael has been donated two trees for the cemetery and Clifton Emery have agreed to donate a tree to compensate for the paper used in producing the Neighbourhood Plan.

Allotments

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

The report had been circulated prior to the meeting and the CCTV camera will be relocated in light of recent events.

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

Cllr Raphael has recently visited the cemetery and observed that four plants are already establishing themselves in the area. Travis Perkins have kindly agreed to donate some pallets but other natural products would be welcomed. Wood from T7 (beech tree at Launceston Road) could be used to make a bench for this project. He is currently working on some signage for the area and getting a blog for the website. Cllr Raphael will let the Chair of Outside Services have information about what we need for the area to put in the Newsletter as part of the OS report by 9th January.

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

As discussed in item 10 items e & f.

14. FOR INFORMATION – The Winter/Adverse Weather policy and procedures would be provided to Cllrs for noting.

Prior to the meeting the Clerk had circulated details about Cornwall Council's winter service policy [link](#) and advice from Local Council Authority

Services (LCAS). Further details have also been included in the December Newsletter for residents.

The Emergency Plan would be put on the Finance & General Purposes agenda for the next meeting for review and to then run a campaign on how it can be promoted.

15. ANY OTHER URGENT BUSINESS – To resolve the use of Town Hall over the Christmas period.

Guidance from Zurich had been provided and was discussed.

Resolved. It was proposed by Cllr Gold seconded by Cllr Tagg and agreed (2 Abstentions, Cllrs Long and Burrows) that the hirer would need to provide a copy of their own insurance, as they would not be covered by the Town Council's policy, and key access could be provided by Cllrs Tolman and Raphael (no staff involvement).

It was proposed by Cllr Long seconded by Cllr Raphael to move into a Part II Session.

Cllr Tagg gave an update on the Murals.

Resolved. It was proposed by Cllr Long seconded by Cllr Tolman and agreed that the Chair of F&GP and Clerk be given power to act to proceed.

The Chair then handed the meeting over to the Portreeve.

A 'Callington for the Youth' meeting has been arranged by One Callington/Town Forum on Tuesday 26th November to discuss youth projects.

A discussion then followed and it was agreed that representatives from the Town Council would attend the meeting and be excused from Full Council.

Resolved. It was proposed by Cllr Gold seconded by Cllr Raphael and agreed unanimously that the Clerk could pursue matters with Cornwall Council in relation to this matter.

There being no further business the meeting was declared closed at 8.45pm.