

## OUTSIDE SERVICES COMMITTEE

18<sup>th</sup> February 2020 at 6.45\*pm

### Minutes

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

**\*Prior to the meeting Hils MacKay came and spoke about the formation of the Youth Steering Group, and took questions from Members.**

#### 1. APOLOGIES

CLLR LONG, MOORE & WATSON

**PRESENT:** CLLRS COAKLEY, GOLD (CHAIR), MORGAN, RAPHAEL, TOLMAN & TAGG

**OFFICERS: TOWN CLERK & OPERATIONS MANAGER**

#### 2. MINUTES

**Resolved.** It was proposed by Cllr Raphael seconded by Cllr Tolman and agreed unanimously to approve the minutes of the 21<sup>st</sup> January 2020.

#### 3. MATTERS ARISING

None.

#### 4. DISCLOSURES OF INTEREST

**Cemetery plot ownership was discussed.**

#### 5. FINANCE

**a) Approval of payments.** It was proposed by Cllr Coakley seconded by Cllr Tagg and agreed to approve the payments as listed:

TH	DD	Clear Business	New offices - electricity	211.90		211.90
		Rising Sun				
OS	11825	Nurseries	Compost	14.00		14.00
OS	11826	RPB Motors	MOT and repairs	472.79	83.75	556.54
			Social Media			
			Support Mural			
FGP	11827	Hannah Ewing	Pasty	200.00		200.00
			Advert in Tavistock			
FGP	11828	Mrs H Dowdall	Times	201.60		201.60
FGP	11829	SeaDog IT	Managed Hosting	25.00		25.00
OS	11830	AFE Surfacing	Cemetery Lane	900.00	180.00	1080.00
			Works to water			
OS	11831	TS McMahon	fountain	255.00		255.00
OS/TH	11832	R G Julian	Skip Hire	215.00		215.00
		Tindle				
		Newspapers	Advert in Cornish			
FGP	11833	Ltd	Times	70.00	14.00	84.00
				<b>2565.29</b>	<b>277.75</b>	<b>2843.04</b>

**b) Budget Monitoring** – The Clerk took the committee through the budget monitoring as at month 10. **Noted.**

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

The OM explained that the roller door at the workshop had been damaged over the weekend and an engineer is scheduled to attend and assess the cause (possibly electrical or weather related, followed Storm Denis) and extent of damage to the door, but there is also related damage within the workshop itself. These costs are likely to then become an insurance claim which can be considered at F&GP.

Staff are in the process of taking the remainder of their annual leave before the new season, so resources are down slightly.

Maintenance has and is being completed at the cemetery (namely the toilets, painting flower tubs and benches) and supporting with the Lions project at the Village Collection roundabout. See also item 11. The Lions have now made and anchored 3 new planters, with timber kindly donated to the Lions by Travis Perkins at the Village Collection roundabout. The Chair asked that a letter of thanks be sent to the Lions for all their hard work in this community project.

**Parks & Open Spaces**

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

The OM and Chair have met with a supplier to get some quotes to repair the wet pour at Rosemullion Gardens and the MUGA at Launceston Road Park. **Noted.**

Cllr Raphael reported that Rosemullion Gardens is now on the litter pick route for each collection. **Noted.**

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

The Chair had received just one email throughout the entire four months, and that related to concerns at Dupath Road (which has been passed on to Cllr Long) not Saltash Road carpark.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Coakley and agreed unanimously that the email be taken down and no further action.

### Allotments

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

The report had been circulated prior to the meeting.

**Resolved.** It was proposed by Gold seconded by Cllr Tolman and agreed that Brockley Farm could be offered two plots on either Haye Road or Launceston Road\* allotments but no compost toilets were permitted on either site (having refused similar requests from other tenants).

\*Trustees of the Labouring Poor were in agreement to this.

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

The OM explained that a new seat had been arranged for the area at the cemetery.

Cllr Raphael will be preparing some words for the signage, so everyone is clear about what the zone is about. He also explained that Ginsters have kindly agreed to get more involved in environmentally related projects.

Three trees for the cemetery have been donated and will be planted after the cold spell and put towards the lower end of the wildlife zone at the cemetery. The Country Market has also kindly agreed to make donations towards the scheme, in terms of bulbs and seeds.

Cllr Tolman reported that Cornwall Council had yesterday removed the tree by the Council Chamber steps, and requested that it be saved and given to the Town Council. If the tree is given to the Town Council, it was agreed that it should be planted in Launceston Road Park.

As part of the Forest for Cornwall campaign, trees had planted at the Village Collection yesterday by Cormac and volunteers, Cllrs Long & Moore had been in attendance.

#### 11. **FOR INFORMATION – At the last meeting Cllrs were encouraged to visit the cemetery, so to receive feedback and observations on matters relating to the cemetery and to receive an update on the lane by the OM.**

A few Councillors had been able to visit the cemetery since the last meeting and seen the work completed by staff (see item 6 above). **Noted.**

The lane to the left of the cemetery doesn't belong to the Town Council but given our heavy reliance and use of it, some patch repair work has been completed and financed by the Town Council. **Noted.**

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

Cllr Raphael spoke about the bog garden idea at Coronation Road. The OM explained that as part of the grounds maintenance contract with Cornwall Council, we are looking to take on some areas in 2020 which had previously fallen to Cornwall Housing (Cormac) to cut, which may include this area.

**13. ANY OTHER URGENT BUSINESS**

Cllr Morgan reported that a tree had been cut down at Lamorna Park, but no one had any further knowledge on this. **Noted.**

Prior to the meeting the Committee had received information regarding a Youth Steering Group and monies held in a Trust for the youth of our town.

**Resolved.** It was proposed by Cllr Gold seconded by Cllr Tagg and agreed that the Town Council would be prepared to take receipt of this money for the purposes set out by the Trust. The money could be held for up to 12 months, given the group time to form and create an official committee, but thereafter reserves the right to consider other youth related projects in the community, that meet the Trust's criteria.

**It was proposed by Cllr Tagg seconded by Cllr Tolman and agreed to move into a Part II Session.**

**There being no further business the meeting was declared closed at 7.25pm.**