

OUTSIDE SERVICES COMMITTEE

21st January 2020 at 6.50pm

Minutes

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

1. APOLOGIES

CLLR RAPHAEL

PRESENT: CLLRS COAKLEY, GOLD (CHAIR), LONG, MOORE, MORGAN, TOLMAN, TAGG & WATSON

OFFICERS: TOWN CLERK & OPERATIONS MANAGER

2. MINUTES

Resolved. It was proposed by Cllr Long seconded by Cllr Tolman and agreed to approve the minutes of the 19th November 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 Coakley and agreed to approve the payments as listed:

OS/TH	DD	Allstar	Fuel	66.67	13.33	80.00
			Public Conveniences			
TH	DD	British Gas	electricity	144.53	7.22	151.75
TH	DD	Clear Business	New Offices electricity	174.23	9.41	187.14
TH	DD	Corona Energy	Town Hall electricity	102.08	20.42	122.50
FGP	DD	Three	Mobile phones	40.44	8.09	48.53
			Website Accessibility			
FGP	11785	SeaDog IT Ltd	Testing	250.00		250.00
FGP	11786	Filmbankmedia	Lion King 2019	133.00	26.60	159.60
FGP	11787	BT	Cemetery Line		Cancelled	
FGP	11788	Cornwall Council	Planning Training	90.00		90.00
		Alec Cooper Driver				
OS	11789	Training	Trailer test	325.00		325.00
			Smartphone, USB plugs			
TH/OS	11790	CPC	and cables	78.11	15.62	93.73
			Neighbourhood Plan			
FGP	11791	LRM Planning	consultation	1,000.00	200.00	1,200.00
		Post Office				
FGP	11792	Counters Ltd	Stamps	183.00		183.00

Complete Business						
FGP	11793	Group	Flipchart pads and pens	47.70	9.54	57.24
			Callington Vision and			
			Neighbourhood Plan			
FGP	11794	Clifton Emery Design Ltd	work	2,749.91	549.98	3,299.89
FGP	11795	BT	Cemetery Line	36.20	7.24	43.44
				5,420.87	867.45	6,291.82

b) Budget Monitoring – Item deferred.

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

The OM explained that the recent weather conditions have made it difficult for the staff to make progress with some of the maintenance works. The Christmas trees and decorations have been dismantled and put away. Works have been undertaken in the yard and replanting some of the hedge in Launceston Road park (adjacent to the allotments). The grass cutting equipment is being serviced in preparation for the new season and park equipment is being power washed and painted where needed.

Damaged has been caused by vehicles to the railing at Saltash Road park and on the Church Wall, both are being investigated and dealt with accordingly with the Police/insurance.

The Annual Health & Safety inspection has been booked in for late February.

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 dangerous (beech) tree at Launceston Road has been dealt with and the cut wood will be upcycled for the wildlife zone.

Cllr Tagg had received an observation from the public about the cemetery and whether we need to start making provisions for expanding the Garden of Remembrance, so we are future proofed. The Chair encouraged Members to take a visit to the cemetery and familiarize themselves with the site.

On the monthly Outside Service report, Members will now receive details of the bookings for the recreational grounds. A discussion then followed on insurance, sub-letting and risk assessments.

Resolved. It was proposed by Cllr Gold seconded by Cllr Coakley and agreed that as part of the T&Cs for hiring the recreational grounds, it would be a stipulation that hirers would need to provide membership details of their respective guild, such as, <https://showmensguild.co.uk/> to provide further assurance that they are compliant with current practices and procedures relevant to their business.

Cllr Tagg enquired as to whether the electricity box repairs had been completed in Saltash Road, which the OM confirmed had been done.

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

The Chair had yet to receive any emails on the respective email, traffic@callington-tc.gov.uk.

Resolved. It was proposed by Cllr Long seconded by Cllr Tagg and agreed unanimously that a final push would be done on social media this month and an outcome decided at the next meeting.

Cllr Long spoke about a highways matter at Fullaford Road junction on Tavistock Road.

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 Cllr Gold seconded by Cllr Long and agreed that the Chair would ask the Assistant Town Clerk to put a notice in the next newsletter and posters around the town to promote the vacant plots, as we move into Spring.

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

The OM explained that he will be working on some seating for the project. He will also give an update on the chemicals we use at the next meeting. Cllr Moore explained that 'round-up' had received some negative press but it isn't as harmful as suggested. Finally, the OM explained the method of spraying and what safety precautions are taken.

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

The Environmental meeting had gone well last week and attendance by the public was good/encouraging.

Cllr Coakley reported that daffodils are starting to appear at Saltash Road recreational ground.

12. ANY OTHER URGENT BUSINESS

The Chair asked that all staff are thanked for their efforts in the run up to Christmas. A number of challenges had been presented to us but staff had worked really well.

It was proposed by Cllr Long seconded by Cllr Gold and agreed to move into a Part II Session.

There being no further business the meeting was declared closed at 7.10pm.