



OUTSIDE SERVICES COMMITTEE

Date: 15th February 2022
Venue: Council Chambers
Time: **6.30pm**
Enquiries: Town Hall - Tel: 01579 384039
Portreeve & Mayor: Cllr Mike Tagg
Councillors: BROOKS, COAKLEY, GOLD, LONG, MOORE,
MORGAN, POUND, STENTIFORD, SMITH, TAGG, TOLMAN & WATSON

AGENDA

1. **APOLOGIES**
2. **MINUTES**
Approval of the minutes of 18th January 2022.
3. **MATTERS ARISING**
4. **DISCLOSURES OF INTEREST**
To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.
5. **DISPENSATIONS** – To consider any requests for dispensations.
6. **FOR DECISION** – To receive a report from the Operations Manager **(addendum 1.0 below)**
7. **FOR DECISION** - Operations Manager's request to undertake an Operational Playground Inspection Course to enable the team to carry out a more detailed inspection of play equipment.
8. **FOR DECISION** – Purchase and installation of a weighing system for the Peugeot Boxer van
9. **FOR DECISION** – Request from the Lions Club of Callington to use Saltash Road Recreation Ground for Honey Fair on 5th October.
- Allotments
10. **FOR DECISION** – To discuss any matters concerning the allotments **(to receive report – addendum 2.0 below)**.
- Cemetery
FOR DISCUSSION - Any issues arising

11. **FOR DISCUSSION** – To receive an update from Cllr Long regarding Mud Lane.
12. **FOR NOTING** – Local Maintenance Partnership Grant Offer
13. **FOR NOTING** – update on the Jubilee events.
14. **ANY OTHER URGENT BUSINESS**

Jo Taylor, Town Clerk
9th February 2022

Addendum 1.0

Outside Services operations update - Date of Meeting 15.2.22

Outside services duties	UPDATE	STATUS
Maintenance duties	Ongoing park maintenance and repair – working through park safety report to improve condition of equipment.	Ongoing
Bench repairs	Bench inspection and repair – starting repair to wayside seating around Callington.	Ongoing
Works at Hays road allotments.	Removal of waste from plots 32 & 33 Installation on new fence between plots 42 & 44	Ongoing
Works for labouring poor at Launceston road allotments.	Clearance of waste from plots 19, 25 & 32a Installation of new fence to separate plots 19 & 25. (The plots had been worked together but are now going to be worked separately) New signs installed on entrance gates to inform of no public access.	Complete
Parks and open spaces		
Launceston road poplar tree damage	Tree damage Launceston road park, section of large poplar tree snapped off and was left hanging in tree. Emergency tree surgeon visit to remove this section and any other debris (approx. 20 branches broken or hanging) awaiting condition report. Approached three contractors to obtain quotes for tree reduction, awaiting quote to be provide.	Ongoing
Free car park improvement	We will be carrying improvement works to the free car park including – clearing of border areas – cleaning out curb lines –	Scheduled

Report compiled by George du Plessis – Operations Manager

Addendum 2.0

Outside Services Meeting Update - Date of Meeting 15th February 2022

FACILITY	UPDATE	STATUS	
Allotments – Haye Road	Pest Control Awaiting update. Plot 32 & 33 vacated. Chicken House removed which should improve pest control. Large amount of items removed, awaiting details on man-hours and costs to invoice previous tenant. Issue with waste items , (glass, wire, dead plants) being left on Plots 42 and 47a. OS team have removed and will check CCTV to see how this happened. Damage to allotment holder's tyre . Request for reimbursement as believed to have been caused by waste materials left on access path through the site. New signs - installed to advise access with vehicles is at owners risk and Council accept no liability for damage etc. Request from neighbouring plot to repair fence to Plot 51 to prevent damage by rabbits.	Ongoing Ongoing Ongoing Ongoing Completed Ongoing	
	Inspections – Diarised for March 2022	Ongoing	
	CCTV damage payment . Still awaiting payment from previous tenant for replacement CCTV camera. No contact since December 2021	Ongoing	
	Rental Invoices –1 x rent outstanding due. Still chasing	Ongoing	
	Vacant Plots –no vacant plots all tenanted. Lots of interest from	Completed	
	Allotments – Launceston Road	Inspections – Diarised for March 2022	Ongoing
		Rental Invoices – no arrears	Complete
Vacant Plots – 1 x vacant plot. Pending tenancy. Lots of interest from Newsletter ad		Ongoing	
New Signs - to prevent general public exercising dogs at the site. 3 x metal signs installed and invoiced Trustees for the Labouring Poor. New Signs – No waste dumping at site installed RFO – compiling invoice for various charges to Trustees for the Labouring Poor		Completed Completed Ongoing	
CCTV	System Upgraded		
Saltash Road Recreation Ground Bookings	Provisional Booking of site for Queen's Jubilee celebrations 02.06.22-05.06.22	Ongoing	

