

**OUTSIDE SERVICES COMMITTEE****Callington Council Chambers**15<sup>th</sup> February 2022 at 6:30pm**Minutes****PRESENT: CLLRS COAKLEY (MC), GOLD (KG) (CHAIR), LONG (AL), MOORE (MM), TAGG (MT) & TOLMAN (ST)****OFFICERS: TOWN CLERK (TC), OPERATIONS MANAGER (OM) AND ASSISTANT TOWN CLERK (ATC)**

	<b>Minutes</b>	<b>Action</b>
1.	<b>APOLOGIES</b> Cllrs Brooks, Morgan, Smith, Stentiford and Watson	
2.	<b>MINUTES</b> <b>Approval of the minutes of 18<sup>th</sup> January 2022.</b> <b>RESOLVED.</b> Proposed by Cllr Tolman, seconded by Cllr Tagg. Unanimously agreed as an accurate record.	
3.	<b>MATTERS ARISING</b> None	
4.	<b>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.</b> None	
5.	<b>DISPENSATIONS - To consider any requests for dispensations.</b> None	
6.	<b>FOR DECISION</b> – To receive an update from the Operations Manager (report previously circulated). The Operations Manager went through the previously circulated report. Noted.	
7.	<b>FOR DECISION</b> – 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. <b>RESOLVED:</b> It was proposed by Cllr Gold and seconded by Cllr Tolman. Unanimously agreed to proceed.	<b>OM</b>
8.	<b>FOR DECISION</b> – Purchase and installation of a weighing system for the Peugeot Boxer van. The Operations Manager advised there was currently no facility locally available to ensure the vehicle was not contravening weight limits whilst transporting refuse, etc. It was recommended to install a Van Weigh system to ensure the council vehicle is not overloaded. It was confirmed that the system can be utilized on another vehicle should the current one be upgraded in the future. The cost was confirmed as £1,300 for supply and installation. <b>RESOLVED:</b> It was proposed by Cllr Gold and seconded by Cllr Moore. Unanimously approved.	<b>OM</b>

9.	<p><b>FOR DECISION</b> - Request from the Lions Club of Callington to use Saltash Road Recreation Ground for Honey Fair on 5th October.</p> <p><b>RESOLVED:</b> It was proposed by Cllr Gold and seconded by Cllr Moore. Unanimously approved.</p>	<b>TC</b>
10.	<p><u>Allotments</u></p> <p><b>FOR DECISION</b> – To discuss any matters concerning the allotments (to receive report as previously circulated).</p> <p><b>Noted.</b></p> <p><u>Cemetery</u></p> <p><b>FOR DISCUSSION</b> - Any issues arising. The ATC advised the recent training course provided by the Institute of Cemetery and Crematorium Management (ICCM) on Monument Maintenance and Safety had been completed by 5 members of staff from CTC and one other attendee from Saltash TC. The course had been very beneficial in highlighting potential safety issues with monuments and headstones and how to implement and manage inspection procedures. The ATC confirmed they would be working with the OM and Outside Services Team to produce a comprehensive inspection system to ensure all monuments are checked at least every 5 years to ensure staff and public safety.</p> <p><b>Noted</b></p>	<b>ATC/ OM</b>
11.	<p><b>FOR DISCUSSION</b> – To receive an update from Cllr Long regarding Mud Lane. Cllr Long confirmed further to a site meeting with Will Glassup from Cornwall Council/Cormac, the following:</p> <ul style="list-style-type: none"> <li>• Barriers at the bottom of Mud Lane would be replaced. Those currently sited at the top of the lane were fit for purpose.</li> <li>• The trees covering the lower end of Mud Lane currently had some branch growth beneath the level of the street lights. Works would be completed to remove the lower limbs before spring/summer growth to ensure sufficient light to the lane below.</li> <li>• Following communication with the resident whose house is located next to Mud Lane/Pengelly Lane, and had experienced at least 3 separate flooding instances, it had been agreed to improve drainage in the short term by digging a ditch to direct water away from the property. Cormac would then work on developing a more permanent solution to the issue.</li> </ul> <p>Cllr Moore raised the question as to whether Tesco Stores had complied with the agreed planning requirements when constructing the Callington Store site. Cllr Long confirmed all planning criteria had been adhered to; however a question had been raised regarding the suitability of the drainage calculations used at the design stage to ensure adequate drainage for the site and surrounding areas. Further independent investigation was being conducted to ensure the calculations used were correct at the time. Cllr Long confirmed he would continue to monitor the situation and provide further updates when available. It was agreed to keep this item on the Agenda for the next meeting.</p> <p>Cllr Tolman asked for thanks to be conveyed to the Outside Services Team for their work on clearing Mud Lane and improving the use for pedestrians.</p>	<b>AL</b> <b>TC</b>  <b>OM</b>
12.	<p><b>FOR NOTING</b> – Local Maintenance Partnership (LMP) Grant Offer</p> <p><b>Resolved:</b> Proposed by Cllr Gold and seconded by Cllr Long to accept the terms of</p>	

	the LMP grant Offer from Cornwall Council. Unanimously agreed.	
<b>13.</b>	<p><b>FOR NOTING</b> – update on the Jubilee events.</p> <p>Cllr Long provided an update on the Beacon Lighting planned event in June 2022 on Kit Hill. This was classed as a Civic event which confirmed was why the current Portreeve, Cllr Tagg, had been named on the event licence application. This had since been revised to include Cllr Smith, Cllr Long and the Town Clerk as the responsible applicants. Keith Shaw had kindly offered to act as a consultant to assist in the organisation of the event. Further to a list of twenty-five queries which had been raised, Cllr Long confirmed most of these had been resolved but that he would be liaising further with the Town Clerk to satisfy the remainder.</p> <p>A number of licensed drone flyers had been contacted with regard to filming the event and quotes were awaited.</p> <p>Car parking at the summit would be reserved for disabled drivers and VIPs, parking at the middle section for volunteers, with remaining parking at the base being made available to other spectators. The Town Clerk had confirmed with the Council Insurance provider that the event would need to be limited to 500 attendees and the organisers had made provision for a count to be made to ensure this was not exceeded. Cllr Long confirmed there was no requirement to have a rope barrier surrounding the bonfire but that both the Fire Brigade and a suitably qualified First Aider would be in attendance. There would be both unisex standard and unisex disabled toilet facilities on site. There were currently enquiries being made to secure flood lighting of some sort to light the Stack. This may be difficult due to a limited accessible power supply at the summit. It was confirmed that both Stoke Climsland and Calstock Parish Councils, who also had responsibility for Kit Hill, had been consulted and were happy for Callington Town Council to take the lead on the event. Other neighbouring parishes had also been invited to attend the event.</p> <p>Cllr Long confirmed that Cllr Smith had been dealing with other aspects of the Jubilee Celebrations and would be providing further information at a later date.</p> <p>Noted.</p> <p>Cllr Gold thanked Cllr Long for the update.</p>	AL/TC
<b>14.</b>	<p><b>ANY OTHER URGENT BUSINESS</b></p> <p>None</p>	
	Date of next meeting Tuesday 15 <sup>th</sup> March 2022	
	There being no further business the meeting was closed at 7:05pm	