

## OUTSIDE SERVICES COMMITTEE

7<sup>th</sup> December 2021 at

### Minutes

**PRESENT:** CLLRs BROOKS (KB), GOLD (KG) (CHAIR), MOORE (MM), MORGAN (BM), POUND (SP), TOLMAN (ST) & WATSON (PW)

**OFFICERS:** TOWN CLERK (TC), OPERATIONS MANAGER (OM) AND ASSISTANT TOWN CLERK (ATC)

	Minutes	Action
1.	<b>APOLOGIES</b> Cllrs Coakley, Long, Smith, Stentiford, Tagg	
2.	<b>MINUTES</b> <b>Approval of the minutes of 21<sup>st</sup> October and 16<sup>th</sup> November 2021.</b> <b>RESOLVED.</b> Proposed by Cllr Gold seconded by Cllr Pound.	
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 and highlighted there had been storm damage to the Poplar trees at Launceston Road Park. He was still in discussions with the tree surgeon as to what action is required. A decision is expected in January 2022. Noted.	<b>OM</b>
7	<b>ANY OTHER URGENT BUSINESS –</b> <b>Additional memorial tablet request</b> – The Town Clerk advised there had been a request to place an additional ashes tablet on an existing grave in front of and at the base of a headstone. Under Section 3 of the Town Council Memorial Licence Terms and Conditions, only one memorial per plot is permitted. Following a discussion it was proposed to grant permission of the installation of the tablet in this case and to update the existing Terms and Conditions to include provision for an individual to submit a request to the Council for additional memorials or amendments. <b>RESOLVED</b> – Proposed by Cllr Gold and seconded by Cllr Watson.	<b>TC/ATC</b>

	<p><b>Christmas Festivities Saturday 4<sup>th</sup> December</b> – Cllr Gold advised the Christmas Fayre, Santa’s Grotto and Christmas Light Switch-On on Saturday had been a huge success and would like to record thanks to all Council Staff and Volunteers who made it all possible.</p> <p><b>Noted.</b></p>	
	Date of next meeting Tuesday 18 <sup>th</sup> January 2022	
	There being no further business the meeting was closed at 7:06pm	