OUTSIDE SERVICES COMMITTEE

Date: 19th April 2022
Venue: Council Chambers
Time: **Following the Planning Meeting**
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 15th March 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 (to receive report- Addendum 1 below)

Allotments

7. FOR DECISION – To discuss any matters concerning the allotments (to receive report – Addendum 2 below)

Cemetery

8. FOR DISCUSSION - to receive quotes from the Operations Manager to create a new pathway (map attached – Addendum 3 below)

9. FOR DISCUSSION - Update on Mud Lane from Cllr Long

10. FOR DISCUSSION - update on Youth Monies from Cllr Long

11. FOR NOTING – to receive a quote from Cornwall Council for the waste collection and cleansing of St Mary's Square for 2023-2024

12. FOR DISCUSSION – update on the Jubilee events.

13. FOR DISCUSSION/DECISION – Pannier Market food fair in September. Clerk to update after discussions with the prospective organiser and other tenants.

14. ANY OTHER URGENT BUSINESS

Jo Taylor, Town Clerk
8th April 2022

Addendum 1

Outside Services operations update

Date of Meeting 19.4.22

Outside services duties	**UPDATE**	**STATUS**
Maintenance duties	Ongoing park maintenance and repair – working through park safety report to improve condition of equipment. Repairs have been carried out on the large zip wire saltash road park to replace age damaged boarding.	Ongoing
Bench repairs	Bench inspection and repair – starting repair to wayside seating around Callington. Currently preparing timbers to repair the damaged bench next to the bus stop.	Ongoing
Works at Haye road allotments.	Removal of waste from plots 32 & 33 Installation on new fence between plots 42 & 44	Complete
Preparation for grass cutting season	The majority of grass cutting equipment has now been serviced ready for the coming season. Grass cutting activities now underway.	Ongoing
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. Contractor has now been appointed to carry out advised works. Estimated start May/June. Awaiting dryer ground conditions to reduce damage to area and give solid base for access equipment.	Ongoing
Heritage centre	Damage to glass on heritage front door. New glass now sourced estimated lead time 4 weeks.	Ongoing

Report compiled by George du Plessis – Operations Manager

Addendum 2

Outside Services Meeting Update

Date of Meeting 19th April 2022

FACILITY	UPDATE	STATUS
Allotments – Haye Road	**Pest Control** Awaiting update. Chased **Plot 32 & 33** New tenancies started Various Plots – Replacement fencing advised tenants their own responsibility.	Ongoing Completed Completed
	Inspections – All completed March 2022	Completed
	CCTV damage payment. 1 x payment of £10 made	Ongoing
	Rental Invoices –All paid	Completed
	Vacant Plots – no vacant plots all tenanted. Waiting List.	Completed
Allotments – Launceston Road	**Inspections –** Completed in March 2022	Complete
	Rental Invoices – no arrears	Complete
	Vacant Plots – Potential return of Callington Lions Club plot due to no interest	Complete
	RFO – compiling invoice for various charges to Trustees for the Labouring Poor	Ongoing
CCTV	System Upgrade and additional cameras in process	Ongoing
Saltash Road Recreation Ground Bookings	Booking of Site for May Fest 14.05.22 11:00 – 14:00 Sharing site agreed with Rowlands Fair Booking of site for Queen's Jubilee celebrations 02.06.22-05.06.22 Booking for Lions Honey Fair Public Parking Wed 5th Oct 2022	

Report compiled by Tina Morris Assistant Town Clerk

Addendum 3

Groceries
Restaurants
Takeaway
Hotels
Petrol
Chemists
Coffee
Jo
Google