



OUTSIDE SERVICES COMMITTEE

Callington Council Chambers

21st February 2023 at 7pm

Minutes

PRESENT: COAKLEY (MC), GOLD (KG)(IN THE CHAIR), LONG (AL), POUND (SP), TOLMAN (ST), WATSON (PW)

OFFICERS: TOWN CLERK, OPERATIONS MANAGER & ASSISTANT TOWN CLERK

MEMBERS OF THE PUBLIC: 0

	Minutes
1.	APOLOGIES Cllr Stentiford, Cllr Smith, Cllr Ward
2.	MINUTES Approval of the minutes of 21st February 2023. RESOLVED. Proposed by Cllr Long seconded by Cllr Brooks and unanimously agreed as an accurate record of the proceedings.
3.	MATTERS ARISING - None
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. None
5.	DISPENSATIONS - To consider any requests for dispensations. None
6.	FOR DECISION – To receive a report from the Operations Manager The Operations Manager had previously circulated his report which included updates on maintenance duties that the team is currently carrying out. These include inspections of wayside seating and a program of works for repairs. Electrical compliance continues at the cemetery – including new distribution boards in the Heritage Centre, toilet block and works yard. The electrical fault was identified as a faulty pump in the rain water tank. Now repaired. Equipment servicing – tractor remains to be serviced. The annual Park safety inspections are complete for Saltash Road, Launceston Road, Tamar Close and Porthmullion Gardens. The inspection report was circulated with the Councillor's prior to the meeting. White lining work in the free car park to be completed in April 2023.

	<p>The Chair thanked the Outside Service team for the work they have completed at the Free car-park.</p> <p>Noted</p>
7.	<p><u>Parks and Open Spaces</u> FOR DISCUSSION/DECISION.</p> <p>Rowlands Fun Fair request use of Saltash Road playing field from 10th – 14th May 2023.</p> <p>RESOLVED. Proposed by Cllr Long seconded Cllr Brooks to approve use of field on the proviso that the Fun Fair leave no rubbish of any kind when they leave. Charges will be implemented for any kind of waste removal. Toilets need to be provided by Rowlands fair. Rowlands Fun Fair to liaise with Town Clerk, Operations Manager, Chair of Outside Services and the Mayfest Chair throughout. (6 support, 1 abstention)</p>
8.	<p><u>Allotments</u> FOR DECISION – To discuss any matters concerning the allotments.</p> <p>The report was previously circulated from the Assistant Town Clerk. Haye Road Allotments - Rats have been reported onsite. Pest control has been informed. Currently no vacant plots, no outstanding rents. Inspections due 4th April 2023. Launceston Road – Currently no vacant plots. One outstanding tenant outstanding rent. Letter sent. RFO is currently generating an invoice for end of year invoices for the Trustees of the Labouring Poor. Inspections due 3rd April.</p>
9.	<p><u>Cemetery</u> FOR DISCUSSION - To consider any matters concerning the cemetery.</p> <p>Cllr Gold, ATC and a member of the Outside Service team visited the cemetery on 23rd February to view remaining land left for ashes and burials. Approximately 17 plots remain in the Remembrance Garden. There is a possibility to extend here to allow for another 50 plots. The bench can be moved. Outside service team to measure area. ATC to draw new map area and make new plots available. Mound area behind the Chapel has a possible allowance for another two rows of ashes plots for approximately 100 ashes plots. Costings will need investigating for this. Potential to budget for this once costings are known in the future. Clerk to check with a stone mason for costs involved. There is a curved area at the bottom of the cemetery which could also be used in the future for ashes plots. There are around 300 burial plots remaining in the cemetery. Current figures show this should be filled within twenty years. Town Clerk to explore possible land surrounding the cemetery boundary for potential future land purchases. This includes the L shape land north of the cemetery.</p>
10.	<p>FOR DISCUSSION/DECISION – to receive the recent play park inspection report and any recommendations resulting from it.</p> <p>Recent park inspections identified that more signage was needed. The Office Assistant has designed some signs containing emergency contact details, address of park etc. A local firm will print these onto metal. The mining play equipment at Saltash Road Recreation Ground requires some repairs. Outside Service team have started this. Tamar Close</p>

	<p>wooden play area currently closed due to poor standards of equipment. Swings are still in use here. Major repairs of the wooden play equipment are in the pipeline.</p> <p>Resolved. Prop Cllr Gold seconded Cllr Long and unanimously agreed to spend a budget of £2000 on repairs to the mining equipment.</p> <p>Cllr Watson queried compliancy on repairs to play equipment. Operations Manager/Town Clerk to check on this with insurance company.</p> <p>Resolved. Proposed Cllr Watson seconded Cllr Long and unanimously agreed to liaise with Town Clerk/Operations Manager and the insurance company for compliancy.</p>
11.	<p>ANY OTHER URGENT BUSINESS – for information only.</p> <p>Cllr Long and Cllr Tolman attended a recent Community Network meeting regarding grant opportunities for Cornwall. A short discussion took place relating to the toilet refurbishment project along with the canopy for the Pannier Market area. In principle the grant could be made as one bid for both projects with a community lead at the forefront of the application. Cllr Long requested that the Clerk, Operations Manager, RFO and TH&P Chair work together on gaining quotes ready for the bid process.</p> <p>Resolved Proposed Cllr Long seconded Cllr Tolman and unanimously agreed to start the ball rolling with tenders by gaining three quotes per project ready to merge into on grant application when the opportunity becomes available.</p>
	There being no further business the meeting was closed at 7.26pm
	Date of next meeting: Tuesday 18 th April 2023