



OUTSIDE SERVICES COMMITTEE

Callington Council Chambers

16th April 2024 at 6:44pm

Minutes

PRESENT: CLLRS BROOKS (SB), COAKLEY (MC), GOLD (KG) (CHAIR), STENTIFORD (TC), SMITH (MS), TOLMAN (ST), VALDEBOUZE (EV), WARD (PW) & WATSON (PVW).

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

	Minutes	Action
1.	APOLOGIES Cllr Pound, Cllr Long & Cllr Mayer	
2.	MINUTES Approval of the minutes of 19th March 2024. RESOLVED Proposed by Cllr Smith seconded Cllr Brooks and unanimously agreed as an accurate record.	
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. Item 11 – Cllr Watson	
5.	DISPENSATIONS - To consider any requests for dispensations. None	
6.	FOR DECISION – To receive a report from the Operations Manager (OM) The OM gave a brief report. The grass cutting season is now well underway weather permitting. The cemetery is now on to its second cut. We are waiting for the ground to dry out slightly before cutting the grass in the parks as it is still very wet under foot. The Outside Service Team has made some repairs to broken equipment within Saltash Road Recreation ground and Rosemullion Gardens. NOTED	
7.	Parks and Open Spaces i) Update on Skatepark Project The Chair gave an in-depth update. After a successful Skatepark meeting, a new poster has been created along with a survey to begin the consultation process. The survey will be available on Facebook, via a QR code on the Website, Newsletter and posters displayed around the town. The Chair and Assistant	

<p>6:50pm Cllr Stentiford arrived</p>	<p>Town Clerk are hoping to have a site meeting at Millbrook to see their progress. There will be a table dedicated to the Skatepark project at the Community Day being held on 27th April 2024 in the Town Hall. Different fundraising ideas were also shared, such as a Car Boot sale and a possibility of a Summer Fun Day at the Saltash Road Recreation Ground to get the project started. This will have to be investigated due to insurance. The Chair expressed that the Skatepark project will be a Community Led project, with their thoughts and ideas leading the way. We are currently seeking any local businesses that wanted to get involved. They should contact the Town Hall Office for further information. Cllr Watson suggested contacting Sport England. The Chair replied that all funding steps will be followed up in due course as there is a pathway to follow including contacting Sport England.</p> <p>NOTED</p> <p>ii) Update on painting of the wall at Rosemullion Gardens The Chair has met with a local artist. All being well there should be an update on the wall by next week. The Chair has also contacted a local Community Group asking for their help in tidying up the Rosemullion Gardens park area. The recent park inspections highlighted some areas that need addressing within this park, all being well the Community Group will agree to take on this project. An update will be provided at next month's Outside Services Meeting.</p> <p>NOTED</p> <p>iii) Update on replacing play equipment at Saltash Road Recreation Ground A request has been submitted for the recent 106 money from the Florence Mews build. The Chair is awaiting a response from the RFO to confirm this has been paid. The Chair and the OM are meeting with a Company tomorrow at the Recreation Ground to discuss new equipment, costings etc.</p> <p>NOTED</p>	<p>TC</p> <p>RFO</p>
<p>8.</p>	<p>Allotments - To discuss any matters concerning the allotments Nothing to report</p>	
<p>9.</p>	<p>Cemetery/Chapel - To discuss any matters concerning the Cemetery or Chapel</p> <p>i) FOR DISCUSSION/DECISION – to approve and adopt the Cemetery Memorial Management Policy and Risk Assessment It was noted from the OM that the Cemetery Memorial testing is a mammoth task that could take up to two years to complete. RESOLVED Proposed Cllr Gold seconded Cllr Coakley and unanimously agreed to approve and adopt the Cemetery Memorial Management Policy and Risk Assessment taking into account the Chairs minor adjustments.</p> <p>ii) FOR DISCUSSION/DECISION - Cemetery Toilet vandalism. The toilet is being locked between 4pm and 8am Monday to Friday and left open at the weekends. A CCTV camera has been</p>	

	<p>relocated to the area. Alternative ideas to prevent vandalism are welcome.</p> <p>After a brief discussion concerning the ongoing vandalism within the Cemetery toilets it was noted that since the CCTV cameras have been in place, no further damage has occurred. The Town Band and the Heritage Centre have a key to gain access to the toilets when they are locked.</p> <p>It was felt that by leaving the CCTV in place to monitor the situation was adequate enough for the time being. Cllr Valdebouze suggested a time lock for the toilets, however it was noted this would be costly.</p> <p>This item will be brought back to the Outside Services meeting next month for a further update.</p> <p>NOTED</p>	TC
10.	<p>FOR DISCUSSION/DECISION – to receive and approve the Grass Cutting SLA for 2024/2025 from Cornwall Council.</p> <p>The OM recommended this agreement continued.</p> <p>RESOLVED Proposed Cllr Gold seconded Cllr Tolman and unanimously agreed to approve the Grass Cutting SLA for 2024/2025 from Cornwall Council. (£7,915.33)</p>	RFO
11.	<p>FOR DISCUSSION/DECISION - to consider a request from CAVe to store road closure signs and barriers at the Town Council yard. This equipment will be available to the Town Council to use free of charge.</p> <p>Cllr Watson explained that CAVe have applied for grant funding in order to purchase some road signs and barriers. If they are awarded the money, they can purchase the said signs, but have nowhere to store them. CAVe is requesting to store road closure signs and barriers at the Town Council yard. This equipment will be available to the Town Council and Community Groups to use free of charge.</p> <p>RESOLVED Proposed Cllr Valdebouze seconded Cllr Tolman and unanimously agreed (1 abstention PVW) to store the equipment with the agreement that the Town Council and Community Groups can use this free of charge as and when needed. The Town Council will take control of them; these will be added to the asset list to ensure that they are insured.</p>	OM
12. 7.04pm Cllr Long arrived	<p>ANY OTHER URGENT BUSINESS FOR DECISION – at the Chair’s discretion</p> <p>The Clerk had previously shared an email regarding the Fountain at Launceston Road, further to this; the OM also emailed his recommendations to accept the current offer. A discussion was had around the room.</p> <p>RESOLVED Proposed Cllr Gold seconded Cllr Valdebouze and unanimously agreed (with 1 abstention) to now accept the current offer of payment from the Insurance Company. The Town Clerk will seek clarity from the Financial Services Compensation Scheme to ensure we can also pursue the difference in the offer from the insurance Company and the quote amount provided.</p> <p>The Town Clerk will also seek further advice from our own insurance Broker to ensure that this is the correct course of action.</p> <p>Lastly, the Town Clerk will inform the site business owner of the insurance figure offered informing him that the amount offered is below the quote value of</p>	TC TC TC

	<p>having the Fountain repaired.</p> <p>It was noted from Cllr Tolman that the Fountain at Launceston Road along with the Well in Well Street was gifted to the Town and is a Historical Community Asset. The Town Clerk will check with the RFO that the Town Council has an allocated budget for Historical Community Assets going forward.</p> <p>NOTED</p>	<p>TC & RFO</p>
	Date of next meeting Tuesday 21 st May 2024	
	There being no further business the meeting was closed at 7:10pm	