OUTSIDE SERVICES COMMITTEE

20th October 2020 Virtual Meeting at 6.36pm

Minutes

(Please note that all Councillors are now members of the Outside Services Committee.)

1. APOLOGIES

CLLR RAPHAEL

PRESENT: CLLRS GOLD (CHAIR), COAKLEY, TOLMAN, LONG, MOORE, MORGAN, TAGG & WATSON

OFFICERS: ASSISTANT TOWN CLERK, OPERATIONS MANAGER
F&M OFFICER FOR IT SUPPORT

2. MINUTES

Resolved. It was proposed by Cllr Tolman seconded by Cllr Tagg and agreed unanimously to approve the minutes of the 15th September 2020.

3. MATTERS ARISING

None

4. DISCLOSURES OF INTEREST

For item 7(e) Cllr Watson – lives adjacent to the Recreation Ground.
For item 10 – Cllr Gold

5. FINANCE

a) Approval of payments

It was proposed by Cllr Tagg seconded by Cllr Long and unanimously agreed to approve the payments as listed:

THP	12120	Alisha Summers	Refund of April market	15.00		15.00
FGP	12121	LRM Planning ltd	Ongoing work for Neighbourhood Plan	900.00	180.00	1080.00
THP	12122	Every Corner Distribution	October Newsletters delivery	408.00	81.60	489.60
OS/THP	12123	GB Tool Hire	Hedge trimmer hire, Refuse sacks, screen wash, Safety Boots, Hi viz fleece, toilet rolls, hand wash, Hi viz jacket, blur roll, sanitiser, gloves,	519.98	104.00	623.97
THP	12124	British Gas	Unit 11, Pannier Market	127.04	6.35	133.39
THP	12125	The Cumbria Clock Company	Service Town hall clock	165.00	33.00	198.00
OS	12126	DVLA	Vehicle Tax LG64 YDD			265.00
OS	12127	Trewartha, Gregory & Doidge	Saw blades, screws, zip ties, brass plates, patching plaster, finger plate, cable ties.	59.90	11.98	71.88
FGP	12128	Conserv	Scott & Rob course	250.00	50.00	300.00
THP	DD	Natwest Bank	Autopay	18.85		18.85

2448.77	**466.93**	**3180.69**

b) Budget Monitoring

Cllr Tolman reported that the Clerk had submitted an application to the Cornwall Council COVID-19 Grant Fund and was awaiting the outcome. Noted

6. FOR DECISION – To receive any updates from the Operations Manager.

a) The Operations Manager reported that staff had been carrying out weed spraying although the weather was causing difficulties
b) Winter planting was currently taking place
c) The Annual hedge cutting has taken place with staff tidying up areas that the machine could not access
d) Grass cutting at the Cemetery and parks has now finished for the season
e) Verges and Cornwall Housing areas has also been completed for the season
f) The Clerk and OM will be meeting with Cornwall Housing in November to review some of these areas
g) Over the next coming weeks, staff will be replacing the bench at Moss Side roundabout for the Rotary project
h) The swing at Tamar Close park will be replaced over the coming weeks

Agreed and noted.

Cllr Watson questioned the robustness of the new trees at Saltash Road, being held up with a single stake, looking quite vulnerable. He asked if there was any way they could be offered a little more protection. The OM agreed to research some options and bring back to the next meeting.

Cllr Moore asked about weeds in the kerbs around the town and reported that some kerb stones were being loosened by the weeds. The OM reported that the Town Council sprays the whole of Callington and Kelly Bray and any damage to kerbstones would be the responsibility of Cormac.

Cllr Moore left the meeting

7. <u>Parks & Open Spaces</u>

FOR DECISION – To receive any updates on matters concerning the Parks & Open Spaces, and latest guidance for COVID compliance.

The OM reported that COVID compliance was continuing within the remit of responsibility.

Cllr Gold reported that an application had been received from the Rotary Club requesting permission for sole use of Saltash Road Recreation Ground in July next year for a Festival of Transport. Cllr Gold responded that as it was a public space, permission for sole use could not be given. She suggested that permission be granted under the condition that sole use could not be granted and that, if COVID government guidelines were still in place next July, the Rotary would abide by these guidelines as well as the Town Council guidelines. She then questioned whether a charge should be made for the use but, as other organisations and charities are not charged, it was felt not to make a charge on this occasion.

Resolved. It was proposed by Cllr Gold seconded by Cllr Long and agreed that permission would be granted to the Rotary to use the Recreation Ground in July 2021, however sole use could not be granted. Current Government COVID guidelines must be adhered to if required as must the Town Council conditions regarding no dogs and clearing and removal of rubbish. No fee would be charged. (1 abstention)

8. **FOR DECISION** – To discuss the recent incident in the Free carpark and whether further action should be taken to reduce the level of antisocial behaviour, such as closure at night?

The Operations Manager informed the committee of the details of the incident. A driver had lost control of his car whilst driving in the car park one night and had hit the perimeter fence causing damage. The fence has now been repaired.

Cllr Gold reported that there had been suggestions that the car park be closed at night. Andrew Long stated that there were some logistical issues if it was to be closed at night. At least six months' notice would have to be given to those who regularly use it at night. It could not be locked until after 10pm and would need to be unlocked early morning, especially during the week for commuter traffic. Town Council staff would be required to lock and unlock at these hours. Cllr Gold felt that locking the car park at night was unfair to other residents and those who used it to catch the bus into Plymouth for recreational purposes, not to mention the cost of putting lockable gates on the site.

Resolved. It was proposed by Cllr Gold seconded by Cllr Long and unanimously agreed that the suggestions to lock the car park would be noted but no action would be taken at this time.

9. **Allotments**

FOR DECISION – To discuss any matters concerning the allotments (to receive report) and update from the September inspection

The Assistant Clerk reported that one of the tenants had erected a sprinkler system, connected to the mains water, on his plot without requesting permission. He had been asked to dismantle the system which he has done. However, he has requested permission to re-erect the system next season with the promise that it would be connected to an independent water storage drum.

Resolved. It was proposed by Cllr Gold, seconded by Cllr Coakley and unanimously agreed that permission would **not be** given for a sprinkler system to be installed on this plot, or indeed any plot.

10. **Cemetery**

FOR DECISION – **To review the current fees and rules and regulations for the Cemetery**

A discussion took place and it was suggested that, bearing in mind that we were in the middle of a Pandemic, now was not the right time to increase the fees but that it should be reviewed in 12 months' time.

Resolved. It was proposed by Cllr Tagg seconded by Cllr Tolman and unanimously agreed to fix the fees at the current level but to review again in October 2021.

11. **FOR INFORMATION** – To receive updates on the wildlife zone projects

No updates

12. **FOR DECISION** – To receive any recommendations from the Environmental Sub-Committee relevant to this Committee

None

13. **FOR DECISION –** Should the Town Council apply to be a part of Cornwall Council's anti-dog fouling campaign; appointing a community ambassador and site (see email circulated on the 12th October)

A short discussion took place.

Resolved. It was proposed by Cllr Tagg seconded by Cllr Long and unanimously agreed not to move forward with this campaign.

14. ANY OTHER URGENT BUSINESS

Cllr Gold mentioned that there was a local project encouraging residents to commemorate people they have lost this year, by making an angel to hang on the Christmas tree in the Town Hall. Ideas and instructions on how to make an angel could be found on the Callington Foot Project website

Cllr Tolman reported that she had been contacted by a resident who was concerned about the youths congregating the bus shelter and not complying with government guidelines to socially distance. As the Town Council was displaying notices about social distancing and wearing of face masks in the bus shelter, there was very little else that could be done.

Cllr Tolman also suggested that, as Cllr Raphael was now back at work and finding the timings of meetings difficult to make, was it possible to push the timings of the meetings forward so that he would be able to attend. Cllr Long said that he would speak with Cllr Raphael and check what times would be best for him.

There being no further business the meeting was declared closed at 6.59pm.