

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 9th September 2015 at 7.00 pm

PRESENT: Councillors: M Coot, J Ellison, Mrs H Frank, (Deputy Mayor, ex-officio), L Russell, D Yates – Chairman.

ALSO PRESENT: Mrs S Burrows – Administration Officer, Mr R Lane – Town Clerk.

APOLOGIES: Councillors: Mrs J Dent, Mrs S Hooper MBE, W Phillips, (Mayor, ex-officio).

HEALTH AND SAFETY ANNOUNCEMENTS

The Chairman informed those present of the actions required in the event of a fire or emergency.

Prior to the commencement of the meeting the Chairman held a minutes silence in remembrance of Councillor Gee.

47/15/16 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

48/15/16 DECLARATIONS OF INTEREST

1. Declarations of Interest:
 - a. To receive any declarations from Members of any registerable (5A of the Interim Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
 - c. To consider dispensations required.

Councillor	Item	Pecuniary/Non-pecuniary	Reason
None			

49/15/16 QUESTIONS FROM THE PUBLIC

None

50/15/16 FINANCE:

a. Current Committee budget statement

Councillor Ellison enquired as to the budget process to be undertaken to take into consideration any services that may be devolved from Cornwall Council.

The Chairman reported that the Devolution Options Group had not yet received a formal response to the Council's short and long term submissions.

It was **RESOLVED** to note the report and that Councillors Ellison, Holley, Austin and Mrs H Frank will seek to generate a response from the Cornwall Council Devolution Team.

51/15/16 REPORTS FROM WORKING GROUPS:

a. Saltash Town Centre Improvement Group

Councillor Mrs H Frank reported that the group are in the process of investigating the feasibility of establishing a charity to allow a Pop Up Shop scheme to operate from empty retail premises in the town.

It was **RESOLVED** to note.

b. Saltash Publicity Local Action Team (SPLAT)

No report.

c. Festive Representatives of Saltash Town (FROST) – (Councillor Mrs H Frank)

Councillor Mrs H Frank reported that the group had held a crisis meeting to determine the level of volunteer support available to enable the Christmas festival to be organised and run this year.

Although the meeting had been well attended the level of volunteer support is low but it will be sufficient for the event to take place.

She also reported that current street trading regulations do not allow for stalls in Fore Street apart from those related to existing retail shops.

However she hopes that the current review of the street trading regulations will relax the restriction on other stalls attending for events from next year.

It was **RESOLVED** to note.

52/15/16 GRITTING AND SNOW CLEARING ARRANGEMENTS

- a. Any nominations for additional grit bins.

The Chairman reported he is now receiving requests for nominations of additional grit bins in the town

It was **RESOLVED** to note.

53/15/16 ALLOTMENTS

The Town Clerk reported that an initiative for the self-management of the allotment sites by the Churchtown Allotment Society is being progressed and that a meeting of the Churchtown Allotment Society, Councillors and the National Allotment Society is being organised to further investigate the potential of establishing the scheme.

It was **RESOLVED** to note.

54/15/16 TO CONSIDER THE INTRODUCTION OF ENFORCEMENT OFFICERS

Councillor Mrs H Frank requested members consider the introduction of Enforcement Officers to tackle the issue of dog mess and litter in the town.

It was **RESOLVED** that:

1. The request be considered by the Staffing Committee.
2. Councillor Ellison seek operational information and costs from Torpoint Town Council who employ Enforcement Officers.

55/15/16 OTHER AREAS THAT THE SERVICES COMMITTEE IS RESPONSIBLE FOR:

The following items will be taken upon notification by members to the Chairman prior to the meeting with a short written report summary.

- I. Street furniture

Members considered a request from Mrs J Dent for the street furniture to be refurbished.

It was **RESOLVED** to note that the work is programmed to be undertaken by the Community Payback Scheme.

II. Community toilet scheme

No report.

III. Additional litter bins in outer areas

It was **RESOLVED** to take the item off the agenda.

IV. Increased toilet cleaning

It was **RESOLVED** to take the item off the agenda.

V. Bus shelters & stops

The Chairman reported that Councillor Austin is progressing the installation of a shelter near the Ploughboy.

It was **RESOLVED** to note.

VI. Industrial estate issues

Councillor Ellison reported that road traffic orders are being progressed for Avery Way and Parkesway and that he and fellow STC Cornwall Councillors are attending a meeting with Cornwall Council Highway Officers and Highways England Officers later in the month to address highway issues including Carkeel Roundabout.

It was **RESOLVED** to note.

VII. Play areas/play grounds

Councillor Ellison reported that the transfer process for the play areas at Pillmere is now underway.

It was **RESOLVED** to note.

VIII. Elwell Woods/Cornish Cross

Councillor Ellison reported that the maintenance of the wood is now to be conducted by the Community Payback Scheme who will have use of the existing machinery.

It was **RESOLVED** to note.

IX. Notice Boards

No report.

X. Festive Lights

Councillor Mrs H Frank reported that she had sought and received the following quote and responses for Christmas Decorations 2015 based on the work specification listed below:

- * The provision and installation of lit garlands on the Museum and the Guildhall

- * Installation of the town's cross-road snowflake lights.

- * Storage of the snowflake cross-road lights from January 2016 until December 2016.

- * The provision, installation and decoration of a fresh tree (minimum 20ft) in Victoria Gardens together with a safety fence.

- * Maintenance of the extant cross-street strings of bulbs. (Replacing any dud bulbs at the time of installation of the cross-road lights and replacing bulbs during December when a minimum of 10 have failed).

- * Removal and disposal of shooting star decorations that are currently on the lampposts (approximately 10 in number: they are old and are causing the cross-street strings of bulbs to fuse).

Quote 1

£2750

Quote 2

Unfortunately as a company we will not install other companies products, if we were to come we would only quote to install our own motifs and lighting so I don't think on this occasion that we would be able to help.

Thank you for considering us for the job.

Quote 3

Unfortunately, as a manufacturer only of product, we would be unable to assist with the below query. All of our installations are sub contracted to provide installation services only for our companies Illuminations. My sincere apologies for any inconvenience caused.

It was **RECOMMENDED** to approve quote 1 to the value of £2750

56/15/16 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**
To resolve that Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.

57/14/15 **AS REQUIRED OR IF NECESSARY**

58/14/15 **PUBLIC BODIES (Admission to Meetings) Act 1960:**
To resolve that the public and press be re-admitted to the meeting.

59/14/15 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

Display Trailer

Members considered the branding, artwork and outside hire/use of the trailer.

It was **RESOLVED** that:

1. The Chairman will progress the branding and artwork of the trailer with the Photographic Society.
2. The availability of the trailer for hire by outside bodies/organisations be proactively promoted on the website and social media.

60/14/15 **PRESS RELEASES OR ARTICLES REQUIRED**

None

61/14/15 DATE OF NEXT MEETING

Wednesday 11th November 2015 at 7.00 p.m.

Rising at 8.30 pm.

Signed: _____
Chairman

Dated: _____