

## SALTASH TOWN COUNCIL

### Minutes of a Meeting of the Services Committee held in The Guildhall on Monday 16<sup>th</sup> July 2018 at 6:30 p.m.

**PRESENT:** Councillors: J Brady – Chairman (Mayor, ex-officio voting), G Challen (Deputy Mayor, ex-officio voting), R Bickford, J Dent, S Lennox-Boyd, S Miller, M Parker – Vice Chairman.

**ALSO PRESENT:** R Lane – Town Clerk, A Chick - Administration Officer, J Virgo – Grounds and Premises Warden, J Diamond - Waterfront and Town Leader.

**APOLOGIES:** Councillors: D Yates, G Taylor.

---

### HEALTH AND SAFETY ANNOUNCEMENTS

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

**23/18/19** **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

None.

**24/18/19** **DECLARATIONS OF INTEREST**

- a. To receive any declarations from Members of any registerable (5A of the 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.

| <b>Councillor</b> | <b>Item</b> | <b>Pecuniary/Non-Pecuniary</b> | <b>Reason</b> |
|-------------------|-------------|--------------------------------|---------------|
| None              |             |                                |               |

- c. To Note ongoing dispensations:

**25/18/19** To note an ongoing dispensation for Councillor Rance to act as Chairman of the Saltash Team for Youth and commissioning of Youth Work to the end of the municipal year 2018/19.

It was **RESOLVED** to note.

**26/18/19** To note an ongoing dispensation for Councillors Challen and Miller for Full Council and all associated Committees in relation to their roles as representatives of Saltash Town Council on the Chamber of Commerce to the end of the municipal year 2018/19.

It was **RESOLVED** to note.

**27/18/19** **QUESTIONS FROM THE PUBLIC**

None.

**28/18/19** **FINANCE**

a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

**29/18/19** **TO DETERMINE THE FUTURE OF THE WATERFRONT MANAGEMENT SUB COMMITTEE**

Councillor Bickford outlined the reason for the original sub-committee and why the members consider that it could now continue as a Working Party.

It was **RESOLVED** that the existing sub-committee becomes a Working Party with the same committee members.

**30/18/19** **PILLMERE**

- a. To consider reinstating Pillmere Play Park as a community green space (**Pursuant to minute no.11/18/19 Services held on the 09.05.18**).
- b. To consider spend on areas considered for maintenance.

Items a and b were taken together.

The Grounds and Premises Warden reported on the state of the Play Park and that he has asked the Buildings and Property Surveyor to arrange for quotes for the reinstatement of the park.

It was **RESOLVED** to

1. Consider other ideas working around budget availability.
2. Consider using Community Payback Scheme.
3. The Grounds and Premises Warden to liaise with Pillmere residents and councillors to consider options available.

4. The Grounds and Premises Warden to carry out a risk assessment on the play areas' current condition and conduct regular safety inspections.

**31/18/19**      **TO CONSIDER LONGSTONE PARK TOILET REFURBISHMENT COSTS (Pursuant to minute no 08/18/19 Property Maintenance held on the 14.06.18)**

Cllr Dent gave an update on the tendered works and shortfall in the LDF to carry out the works.

It was **RESOLVED** to

1. Use £6,000 from the Public Toilets EMF to fund the Longstone Park toilet refurbishment works to include the installation of security grill doors.
2. Refer back to the Property Maintenance Sub-Committee to progress the works.

**32/18/19**      **TO CONSIDER THE LOCATION OF CHILDREN'S MURALS COUNCILLORS THORN AND PARKER (Pursuant to minute no. 14/18/19 Services held on 09.05.18)**

Councillor Parker updated members on progress and suggested that the murals be fixed to the park railings according to the Play Area Regulations and approval by Cormac.

It was **RESOLVED** to accept the report and approve the cost of £300 for the safety approval inspection.

**33/18/19**      **TO NOTE THE LISTED BUILDING STATUS OF ST NICHOLAS AND ST FAITH CHURCH WAR MEMORIAL**

It was **RESOLVED** to note.

**34/18/19**      **TO CONSIDER TOWN AND WATERFRONT WARDENS' ACCOMMODATION**

The Town and Waterfront Leader presented a quote he had received for the purchase or hire of the Portacabin currently in use.

Members considered costs and alternative accommodation options including the replacement of the Portacabin with a chalet type cabin for use of the duty warden whilst providing a business opportunity for a refreshment facility.

It was **RESOLVED** to

1. Keep the status quo for now and defer to a future meeting.
2. The Working Party to look at the possibility of extending the pontoon in the future.

**35/18/19**      **TO CONSIDER THE RECONSTRUCTION OF THE FORE STREET PLANTER**

Councillor Parker advised that it was not possible to repair the planter with the same bricks as they are no longer available. It was believed that the planter belongs to Cornwall Council therefore it is their responsibility to repair it.

It was **RESOLVED** that the Town Clerk contact Cornwall Council to ascertain responsibility for the maintenance of the street furniture in Saltash.

**36/18/19**      **TO RECEIVE A REPORT ON THE CHRISTMAS LIGHTS - COUNCILLOR PARKER**

Councillor Miller presented three quotes for the Saltash Town Christmas lights improvement 2018.

It was **RECOMMENDED** to accept the quotation from Christmas Decorators at a cost of £15,450 allocating a total spend budget of up to £16000 to cover incidental additional costs as may be required.

**37/18/19**      **TO CONSIDER A LOCATION FOR THE ANGLERS**

The Chairman requested members consider a location for anglers on the Waterfront.

The Chairman informed the meeting that he had been advised by email that there are approximately 100 anglers interested in a suitable location.

It was **RESOLVED** that the Waterfront Working Party look at possible ways to accommodate anglers.

**38/18/19**      **PUBLIC TOILETS**

This item was discussed during minute number 31/18/19.

It was **RESOLVED** to note.

**39/18/19**      **OTHER AREAS THAT THE SERVICES COMMITTEE IS RESPONSIBLE FOR**

No reports.

**40/18/19**      **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.

**41/18/19**      **AS REQUIRED OR IF NECESSARY**

None.

**42/18/19**      **PUBLIC BODIES (Admission to Meetings) Act 1960**

To resolve that the public and press be re-admitted to the meeting.

**43/18/19**      **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None.

**44/18/19**      **PRESS RELEASES**

It was **RESOLVED** to issue the follow press releases:

1. A response to Social Media comments regarding litter. It was agreed that an article would be placed in August Messenger.
2. The Christmas lights and the Christmas Festival. Councillor Miller to write a report and give to the Town Clerk.

**45/18/19**      **DATE OF NEXT MEETING**

Wednesday 12<sup>th</sup> September 2018 at 6:30 p.m.

Rising at: 8.00p.m.

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_