

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 9<sup>th</sup> January 2019 at 6:30 p.m.**

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

**ALSO PRESENT:** 3 Members of the Public, S Frank & D Pemberton – Saltash Environmental Action, R Lane – Town Clerk, J Burge – Administration Officer, J Virgo – Grounds and Premises Warden, J Diamond – Town and Waterfront Leader.

**APOLOGIES:** Councillor J Brady.

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#### **HEALTH AND SAFETY ANNOUNCEMENTS**

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

#### **95/18/19      RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

The Administration Officer notified the Chairman she would be recording the meeting.

#### **96/18/19      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.

Councillor	Item	Pecuniary/Non-Pecuniary	Reason
None			

- c. To consider dispensations required. None.

#### **97/18/19      QUESTIONS FROM THE PUBLIC**

None.

**98/18/19      FINANCE**

- a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

The Chairman brought forward agenda item 12.F as the next item of business.

**99/18/19      CORRESPONDENCE**

Saltash Environment Action – Cigarette Recycling Waste Proposal.

It was **RECOMMENDED** Full Council establish a Working Party to assist SEA with the introduction of recycling cigarette waste within Saltash.

**100/18/19      TO CONSIDER ADVERTISING SPONSORS:**

- a. Roundabout:

The Chairman informed members that the proposal had been investigated historically with no success.

It was **RESOLVED** that the Town Clerk liaises with Cornwall Council and Cormac to discuss the feasibility of sponsorship reporting back to the Chairman.

- b. Two grass areas at the Waterside:

The Chairman informed members that once ownership is in place following devolution measures could be made for sponsorship.

It was **RESOLVED** to note.

**101/18/19      TO CONSIDER A REPORT ON WEED SPRAYING OPTIONS**

The Town & Waterfront Leader informed members on the weed spraying options for 2019.

It was **RESOLVED** that:

1. The Town & Waterfront Leader provides additional information for consideration at the next Services Meeting.

2. The Staffing Committee to review staff members that are able to undertake the weed spraying works and consider whether the levels are sufficient.

**102/18/19     TO CONSIDER IN-HOUSE LABOUR CHARGES**

The Chairman and Town & Waterfront Leader informed members of the in-house labour charges.

It was **RESOLVED** to increase the current in-house labour rate to a minimum of £30 per hour with delegated authority to the Chairman to increase the rate as appropriate.

**103/18/19     TO CONSIDER ROAD SAFETY IN SALTASH**

The Chairman informed members of concerns for road safety in Saltash.

It was **RECOMMENDED** Full Council establish a Working Party to improve safer pedestrian pavements and pathways in and around Saltash reporting back to Full Council.

**104/18/19     TO CONSIDER HANGING BASKETS FOR 2019**

It was **RESOLVED** that:

1. A supplier be appointed to supply and deliver 36 summer hanging baskets as purchased last year (minute no. 91/17/18).
2. The Waterfront and Town Wardens install, water and maintain the summer hanging baskets.

**105/18/19     CORRESPONDENCE**

- a. Cornwall Council – Bus Stop Improvements.

It was **RESOLVED** to respond to Cornwall Council by 25 January 2019 and request:

- i. The replacement of the block surfacing Plan 020 and 021.
- ii. The extension of bus bay outside the Coop as shown on Plan 021 (lower Fore Street).

- b. Cornwall Council- Local Maintenance Partnership 2019/2020.

It was **RESOLVED** to approve.

- c. Caradon Gig Club – 2019 Three Rivers Race.

It was **RESOLVED** to note.

- d. Water Ski Racing South West – 2019 British Championships.

It was **RESOLVED** that the Town & Waterfront Leader to liaise with the Water ski event organisers and offer half of Jubilee Green in addition to Brunel Green.

- e. The Tamar Protection Society – Christmas Lighting Saltash.

It was **RESOLVED** that the Chairman liaises with Cornwall Council to remove the lights and replace with columns and that Christmas lights be installed to Lower Fore Street. The Chairman to report back to the Services Committee.

106/18/19

**OTHER AREAS THAT THE SERVICES COMMITTEE IS RESPONSIBLE FOR**

- a. Allotments:

- i. To consider an update to the allotment agreement terms of business.

The Chairman proposed that new allotment tenants be charged a £50 deposit that will cover any expense incurred to sites left in a condition that requires the Wardens to clear. The deposit will be refundable for a site left in a fit state.

It was **RESOLVED** to approve and adopt the deposit terms of business.

- ii. To consider public liability insurance.

The Chairman informed members that a meeting is to be arranged with a specialist insurance group to consider a block insurance policy within the terms and conditions of the rent of an allotment.

It was **RESOLVED** to defer this item to a future Services meeting.

b. Street furniture:

- i. To receive an update on devolution.

It was noted street furniture remains the property of Cornwall Council.

It was **RESOLVED** that the Grounds and Premises Warden:

1. Liaises with Cornwall Council to obtain approval that the street furniture be maintained by STC.
2. Request a plaque is added to the furniture stating – Maintained by STC.
3. Advise Councillor D Holly.

c. Public toilets.

- i. To receive an update on refurbishment works and operational hours – Longstone Park & Belle Vue.

The Grounds and Premises Warden advised members that the refurbishment works at Longstone Park and Belle Vue were completed.

It was **RESOLVED** that:

1. The works would be checked by Councillors Parker/Dent.
2. Opening times:

Longstone  
Seasonal Opening  
Opening times: 0800 hrs – 1900 hrs.

Belle Vue  
Seasonal Opening  
Opening times: 0800 hrs – 1700 hrs.

Both sites will be closed from End October – to End March.

- ii. To consider operation hours – Waterside.

It was **RESOLVED** to note and that the opening times are:

Winter  
Opening Times: 0800 hrs – 1600 hrs.

Summer  
Opening Times: 0800 hrs – 1900 hrs.

d. Street Lighting.

- i. To consider the provision of lighting at The Gallops, Pillmere.

It was **RESOLVED** that the Chairman liaises with Cornwall Council to discuss the proposal for extra lighting reporting back to Services.

- ii. To consider the provision of lighting at the Guide Hut car park.

It was **RESOLVED** that the Chairman liaises with Cornwall Council to discuss the proposal for extra lighting reporting back to Services.

- iii. To consider the provision of lighting in Lower Fore Street.

It was **RESOLVED** that the Chairman liaises with Cornwall Council to discuss the proposal for extra lighting reporting back to Services.

**107/18/19 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.

**108/18/19 PUBLIC BODIES (Admission to Meetings) ACT 1960**

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

**109/18/19 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**110/18/19    URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None.

**111/18/19    PRESS RELEASES**

It was **RESOLVED** that the following Press Releases be issued:

1. Toilet operational hours
2. Water sports
3. Hanging Baskets

And that all Councillors be notified when the press releases are issued.

**112/18/19    DATE OF NEXT MEETING**

Wednesday 13<sup>th</sup> March 2019 at 6:30 p.m.

Rising at: 8:15 p.m.

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

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