

## SALTASH TOWN COUNCIL

### Minutes of a Meeting of the Civic Amenities Committee held in The Guildhall on Wednesday 9<sup>th</sup> May 2012 at 7.00 pm

**PRESENT:** Councillors: G Ellison (Chair), P Clements, Mrs H Frank (for part of the meeting), M Gee, A Killeya (for part of the meeting), C Oakes

**ALSO PRESENT:** Councillor B Austin (for part of the meeting)  
Mrs A-J Thomas, Senior Administration Officer

**APOLOGIES:** Councillors: R Bickford

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

#### **01/12/13      ELECT A CHAIRMAN AND VICE-CHAIRMAN OF THE COMMITTEE**

This item was deferred to the next meeting.

#### **02/12/13      DECLARATIONS OF INTEREST**

<b>Name</b>	<b>Agenda Item</b>	<b>Personal/ Prejudicial</b>	<b>Reason</b>
Ellison	9	Personal	Project leader, Elwell
Gee	9	Personal	Treasurer, SWRA
Killeya	22	Personal	Member of SEA

#### **03/12/13      QUESTIONS FROM THE PUBLIC**

None

#### **04/12/13      CURRENT COMMITTEE BUDGET STATEMENT**

Councillors reviewed the current committee budget statement.

It was **RESOLVED** that:

- a. The earmarked funds for notice board be repairs be reassigned to the Industry, Commerce Transportation and Tourism committee who are now responsible for notice boards.
- b. The budget the report be noted.

#### **05/12/13      FOOTPATHS**

- a. **Footpath update**

Councillor Clements reported that one path with polythene strips covering crops laid across the route was reported to Cornwall Council and has now been cleared.

Many paths are not signposted where they leave the metalled road or way-marked where the route is not easy to follow. He asked if it would be possible for the Town Council to purchase some standard footpath signs in the future.

It was **RESOLVED** that a price is obtained from Cornwall Council for consideration at the next meeting of the committee.

Yellow Tor Lane remains obstructed.

The Antony Passage Public enquiry resumes on 12<sup>th</sup> September 2012 in the Guildhall.

It was **RESOLVED** that the report be noted.

**b. Wainhomes footbridge – update**

It was noted that although the roots of a tree with a preservation order will have to be avoided it is felt that the bridge can be re-instated.

S106 funding is earmarked for this footbridge, and it was **RESOLVED** that Cllr Riches is requested to ascertain whether Wain Homes or Cornwall Council will carry out the installation using piles instead of a concrete base pad, and when.

**c. Possible Public Footpath from Babbis Farm Lane to Henn Point – application update – the gate is open, but further information is awaited.**

**d. Any other footpath issues**

None.

**06/12/13 FESTIVAL FUND**

**a. Applications**

None.

**b. Report Return of Grant**

The Chairman reported that SEA had returned the grant of £900 that they were given to hold a series of band concerts as they were unable to proceed with the project. Councillor Frank reported that the Town Band had expressed disappointment that the concerts would not be held.

It was **RESOLVED** to contact Nicola Pascoe and ask if the band would be prepared to stage a series of three concerts held under the Town Council banner with Councillors assisting with the necessary applications.

c. **Saltash Lions May Fair**

It was **RESOLVED** that Councillor Ellison will meet with Neil Challen to discuss the ongoing development of the May Fair.

**07/12/13**      **UPDATE ELWELL WOODS/CELTIC CROSS PROJECT**

The Chairman reported that the Celtic Cross is currently being manufactured and work in the woodland will be finished shortly.

Two further grants are being applied for from the Lottery Fund – a sustainability grant and a grant supporting change and impact. If the bids are successful it may be possible to implement the up-lighting of the cross amongst other things.

An approach has also been made to the Duchy of Cornwall Estates for a subsidy towards the gates.

It was **RESOLVED** to note the report.

**08/12/13**      **GROUNDS MAINTENANCE**

a. **Phase V – update**

Phase V is now complete and the item will be removed from the agenda. It was **RESOLVED** to consider Phase VI at the next meeting.

b. **Standard of roundabout maintenance – update**

The Chairman reported that two roundabouts are now funded by donation from local companies. He is still considering the design criteria required by the Highways Agency for the roundabout at Carkeel.

It was **RESOLVED** to note the report.

Concern was expressed about the maintenance of the verges around the Carkeel roundabout, especially in view of the imminent Olympic Torch relay.

It was **RESOLVED** to write to Mr Howard Jones at Mouchel requesting that these areas of grass are cut.

c. **Any Other Items Relating to Grounds Maintenance**

Councillor Austin reminded Councillors that a new sign is shortly to be placed behind the barbers shop alongside the slip road from the Tamar

Bridge. However, there is a lot of graffiti on the wall of the building that is currently obscured by a large bush that would be removed.

It was **RESOLVED** to write to the owner of the shop informing them that the Bridge Committee is intending to plant alongside the property and that it would be appreciated if the graffiti was painted over.

**09/12/13**      **ALLOTMENTS**

**a. Lower Port View – Vernon Court - update**

There was no further update and it was **RESOLVED** to write to Mr Graham Lee at Cornwall Housing Ltd asking if there was any likelihood of the land being relinquished for allotments as the Town Council would like to resolve this issue.

**b. Any other items relating to allotments**

- i.        The Chairman reported that there are problems finding a tenant for a plot on the Fairmead Road allotments. The plot is on a slope and in shady area.

It was **RESOLVED** to advertise this plot in the next edition of the Town Messenger offering it rent free for two years.

- ii.       The Finance Officer has requested that the water meter for the Fairmead Road allotments is read. The Chairman will do this.

**10/12/13**      **STREET LIGHTING**

**a. Moorland View**

This is now complete and the item will be removed from the agenda.

**b. Any other issues relating to street lighting**

Councillor Austin reported that Cornwall Council have recently held a site meeting to look at the possibility of putting lights in at the Health Centre.

**11/12/13**      **TOWN MESSENGER**

The next issue is due to be published in July. It was **RESOLVED** to email all Councillors asking them to submit articles or suggest items for the next edition. Articles that may be considered include an item on the trailer recently acquired by the Town Council and a regular column for local residents associations.

Concern was expressed that the Messenger is not being delivered to all the outlying areas of the parish.

It was **RESOLVED** that the cost of delivery by the Royal Mail is investigated again and reported to the next meeting.

**12/12/13**      **REPORTS OF OVERHANGING TREES AND PLANT GROWTH**

None

**13/12/13**      **OLYMPIC TORCH 2012 – UPDATE**

Councillor Frank reported that all the plans are on target for the event on 19<sup>th</sup> May 2012. There have been over 100 entries to the Design a Torch competition. There will be a park and ride scheme operating from the old Focus car park and the Saltash Hopper will also be operating on the day. Councillors were shown a copy of the Passport to Sport and Toddler Passport that will be available on the day.

It was noted that the work currently being undertaken at Burraton Cross will be finished shortly.

There will be a feature on BBC Spotlight on Friday 18<sup>th</sup> May 2012 on preparations for the Torch Relay, including Saltash.

**14/12/13**      **QUEEN ELIZABETH II DIAMOND JUBILEE/BEATING THE BOUNDS – MONDAY 4<sup>TH</sup> JUNE 2012**

a.      Councillor Frank reported that plans are progressing for the Picnic in the Park.

It was **RESOLVED** that the £900.00 returned to the Town Council Festival Fund by SEA is reallocated to the Jubilee budget.

b.      The Chairman reported that all arrangements are in place for Beating the Bounds on Monday 4<sup>th</sup> June 2012. Leaflets and flyers have been printed and tickets are being sold. He is due to survey the route on Monday 21<sup>st</sup> May 2012 with Councillor Clements and Mr Martin Lister.

**(Councillor Killeya left the meeting.)**

It was **RESOLVED** to publicise both events on the front page of the Town Council website.

**15/12/13**      **REFURBISHMENT OF TOWN CENTRE BINS AND BOLLARDS - UPDATE**

This is now complete and the item will be removed from the agenda.

**16/12/13**      **THE LEVEL OF DOG BIN PROVISION IN THE TOWN**

This item will be removed from the agenda.

**17/12/13**      **COMMUNITY TOILET SCHEME**

It was noted that the Railway Inn has not yet displayed the sign advertising the facility.

It was **RESOLVED** that the Chairman will speak to the landlady.

**18/12/13**      **CORNWALL IN BLOOM**

It was **RESOLVED** to include an article on this in the next edition of the Town Messenger.

**19/12/13**      **CCTV – UPDATE**

The Chairman reported that the Police have requested that the cameras and covers are removed as they are no longer in operation.

It was **RESOLVED** to ask the Clerk to arrange the removal and disposal of the cameras using the available funds in the budget.

**20/12/13**      **VICTORIA GARDENS – PLANTING & MAINTENANCE**

- a.      Councillor Austin reported that SEA are planting the bed and aim to encourage other organisations to take on a bed in Victoria Gardens in the future.
- b.      Concern was expressed at the leaning and bulging walls in Victoria Gardens. It was **RESOLVED** to write to Mr Trevor Jones at Cornwall Council expressing the concerns of the Town Council and asking that a survey of all the walls is undertaken for Health and Safety reasons.

**21/12/13**      **POLICY FOR THE LETTING AND CHARGING OF THE TRAILER TO OUTSIDE ORGANISATIONS**

The Chairman reported that the trailer is currently being stored at the cemetery but before it can be hired to outside organisations it will need some work done, including the electrics and decoration inside and out. Councillors discussed suitable decoration for the outside of the trailer.

It was **RESOLVED**:

- a.      to ask the Clerk to obtain a quote for repairing the electrics
- b.      that the Chairman will approach a local artist for a quote for decorating the outside of the trailer
- c.      that an item is added to the next Town Council agenda requesting a budget to undertake the necessary repairs and decoration.

**(Councillor Frank left the meeting.)**

**22/12/13**      **SCHEME FOR HORTICULTURAL STUDENTS TO WORK IN THE TOWN (REFERRED FROM STAFFING COMMITTEE)**

The Mayor will raise this at the next meeting of the Town Council and to enable Councillor Merryn Killeya to provide more information.

**23/12/13**      **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.

None.

**24/12/13**      **PUBLIC BODIES (Admission to Meetings) Act 1960:** To resolve that the public and press be re-admitted to the meeting.

**25/12/13**      **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None.

**26/12/13**      **PRESS RELEASES OR ARTICLES REQUIRED**

The Chairman will issue press release on the Beating of the Bounds.

**27/12/13**      **DATE OF NEXT MEETING**

Wednesday 11<sup>th</sup> July 2012

Rising at 8.50pm

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

Dated: \_\_\_\_\_ 7<sup>th</sup> June 2012