

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 8th January 2014 at 7.00 pm

PRESENT: Councillors: Mrs J Dent (Chairman), J Brady, Ms G Donovan, J Ellison, Mrs H Frank, Mrs S Hooper MBE, D Yates

ALSO PRESENT: Councillors R Austin, R Bickford
W Cotton (Chamber of Commerce)
P Dickerson (Chamber of Commerce)
B Reid (Saltash Festive Lights Committee)
Mrs A-J Thomas, Senior Administration Officer

APOLOGIES:

HEALTH AND SAFETY ANNOUNCEMENTS

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

103/13/14 DECLARATIONS OF INTEREST

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 | | | |

104/13/14 QUESTIONS FROM THE PUBLIC

None.

105/13/14 FINANCE:

- a. Current Committee budget statement

The current committee budget statement was noted.

106/13/14 **FESTIVE LIGHTS**

a. Report from the Chairman

- i. The Chairman invited Mr Bruce Reid, Chairman of the Festive Lights Committee, to brief the meeting.

Mr Reid briefed the Committee on the history of the Festive Lights in Saltash. The Festive Lights Committee will shortly make a donation to the Town Council for the purchase of a new cross section for the display in December 2014. The lights are maintained and insured by the Town Council.

The Chairman thanked Mr Reid for attending the meeting.

It was **RESOLVED** to write to the members of the Festive Lights Committee thanking them for the work they do.

- ii. The Chairman reported that the Christmas tree in Victoria Gardens was unlit for most of the festive season. This was due to the lights cable being cut. An electrician attended but was unable to undertake repairs due to the severe weather.

The Committee discussed the suitability of the site for the tree and the alternatives including planting a tree or obtaining an artificial tree. It was suggested that the Festive Lights Committee takes on the responsibility for the tree. Mr Reid was asked to consider this.

It was **RESOLVED** that Mr Reid would investigate the possibility of obtaining an artificial tree to locate at the bottom of Fore Street.

b. Christmas lights working party

It was **RESOLVED** that initially Councillor Bickford would represent the Town Council on the Festive Lights Committee and report back to the Services Committee.

107/13/14 **REPORTS FROM WORKING GROUPS:**

Festive Representatives of Saltash Town (FROST) – Report on the Christmas Festival (Copy on file)

Councillor Mrs Frank presented her report on the Christmas Festival and invited suggestions for the next event. Members agreed that it would be sensible to reposition the caravan and that splitting the parade had been a good idea as it maintained footfall in the street. The fireworks were also a great success.

Mr Cotton reported positive comments from the traders on the event.

The Chairman thanked Councillor Mrs Frank for all her work on the successful event.

108/13/14 ALLOTMENTS

The Chairman reported that work was ongoing on the new allotments. A few allotment holders had given up their plots and these were being reassigned. The current waiting list stands at 49 but this should be reduced when the new plots become available. The report was noted.

109/13/14 NOTICE BOARDS

The Chairman reported that the replacement notice boards for the Waterside and St Stephens are due to be installed on Friday 17th January 2014. The report was noted.

110/13/14 GROUNDS MAINTENANCE

a. Tamar Bridge Garden

The Chairman asked that thanks to Cormac for the donation of the stone for the garden were recorded.

Councillor Austin reported that to complete the site the contractors have suggested relaying the grass (which is currently in a very poor condition) and planting daffodil bulbs beneath the turf. As there is very little money left in the budget it was **RESOLVED** to ask Hine Brothers what they will charge to do this before proceeding. Councillor Mrs Frank may be able to source daffodil bulbs at no expense to the Council.

It was noted that the Tamar Bridge Manager is happy for the work to proceed. It was **RESOLVED** to send a letter outlining the work already done and any further work intended along with details of future maintenance arrangements.

The issue of untidy site around the South West Water owned property was raised. It was **RESOLVED** to write to the company asking if they will pay for the Town Council to tidy the area and also if they will agree to the Town Seals to be placed on the side of the building as previously discussed with them.

Councillor Mrs Hooper asked for a letter to be sent to Saltash Heritage asking if they wish to make any suggestions for any further additions to the area. It was **RESOLVED** to do this.

b. Bottom of Fore Street/outside 15 Lower Fore Street

Councillor Austin reported that work is needed on this area as it has become overgrown and at least one tree is dead. More sustainable,

low maintenance plants would be introduced if replanted. Councillor Bickford hopes to obtain a piece of public art for the area.

It was **RESOLVED** that:

- i. Councillor Bickford will formally request the piece of artwork and obtain costs for the installation. The Clerk is asked to check that the Council insurance will cover this artwork.
- ii. Hine Brothers are asked for a quote for the new planting scheme.
- c. Council policy and devolution issues regarding grass cutting & grounds maintenance requests

The Chairman reported that a request had been made to undertake maintenance of an area currently cut by Cormac.

It was **RESOLVED** to:

- i. Contact Cormac to ensure they are correctly undertaking their responsibilities regarding the grass cutting contracts.
- ii. Not move further at present regarding taking on small pieces of land from Cornwall Council but investigate the possibility of using wild flower seeds to enhance areas.

111/13/14 GRITTING AND SNOW CLEARING ARRANGEMENTS

Councillor Yates reported that the Clerk was currently checking on the delivery of the new bins that had been ordered. Only one bin has had to be refilled this winter to date. The report was noted.

112/13/14 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.

- Street furniture
- Community Toilet Scheme
- Community clean up projects/other environmental issues
- Additional litter bins in outer areas
- Increased toilet cleaning
- Bus shelters & stops
- Industrial estate issues
- Play areas/play grounds

113/13/14 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.

114/13/14 AS REQUIRED OR IF NECESSARY

None.

115/13/14 PUBLIC BODIES (Admission to Meetings) Act 1960: To resolve that the public and press be re-admitted to the meeting.

116/13/14 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR

- a. The Chairman asked if the Committee wished to enter the Town into the Cornwall in Bloom competition this year.
It was **RESOLVED** that the Chairman will proceed with the entry. She will also contact local schools regarding the painting competition. The adult painting competition will be publicised in the Town Messenger.
- b. Community Toilet Scheme
It was **RESOLVED** to write to the new owners of the Railway Inn asking if they will participate in the Community Toilet Scheme.

Councillor Ellison will write an article on the scheme for the next edition of the Town Messenger.
- c. Councillor Austin reported that the RTI systems for the bus shelters in Fore Street now have funding and will be installed. There is also some funding available for other sites. Callington Road was suggested.
- d. Councillor Yates reported that there are now some bus shelters in positions that do not have a bus service except for a local taxi company run circular route. It was suggested that local residents associations may wish to apply for funding from Cornwall Councillors to increase the awareness of the service. Councillor Ellison will speak to Councillor Russell about approaching the Pillmere Residents Association.
- e. Councillor Ellison reported that a project has been suggested for the redevelopment of an area of the Waterside that could include improvement of the toilets. European funding may be available. He will keep the Committee informed.
- f. Councillor Austin reported that Cornwall Council has now assessed the CAB building in Belle Vue Road and that it will be sold. They will contact the Town Council shortly. The report was noted.

117/13/14 PRESS RELEASES OR ARTICLES REQUIRED

None.

118/13/14 DATE OF NEXT MEETING

Wednesday 12th March 2014

Rising at 8.30pm

Signed: _____
Chairman

Dated: 6th February 2014