

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 9<sup>th</sup> July 2014 at 7.00 pm**

**PRESENT:** Councillors: Mrs J Dent (in the Chair for part of the meeting),  
Mrs H Frank, Mrs S Hooper MBE, L Russell, D Yates (Chair)

**ALSO PRESENT:** Councillor R Austin  
W Cotton, Saltash Chamber of Commerce  
Mrs A-J Thomas, Senior Administration Officer

**APOLOGIES:** Councillors: J Ellison, W Phillips

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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.

**19/14/15      RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

**20/14/15      ELECTION OF CHAIRMAN AND VICE-CHAIRMAN OF THE COMMITTEE**

It was **RESOLVED** that Councillor Yates be elected Chairman of the Committee and Councillor Mrs Dent Vice-Chairman.

Councillor Yates in the Chair.

**21/14/15      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			

**22/14/15      COMMITTEE MEMBERSHIP**

The Chairman reported that Councillor Brady had resigned from the Committee.

It was **RESOLVED** that the Chairman will request a Councillor from Saltash East join the Committee and if this is not possible Councillor Austin will become a member.

**23/14/15      QUESTIONS FROM THE PUBLIC**

None.

**24/14/15      CONSIDER RE-ESTABLISHMENT AND MEMBERSHIP OF SUBCOMMITTEES/WORKING PARTIES**

a. Gritting sub-group

It was **RESOLVED** that Councillor Yates will lead with representatives from each ward.

Members:

Councillor Russell	North
Councillor Mrs Frank	South
To be recruited	East

b. Footpaths and Environment

It was **RESOLVED**:

Members:

Councillors Ellison, Mrs Hooper, Yates  
and invite Mr Peter Clements to join the working party.

c. Play areas/playgrounds

It was **RESOLVED** that Councillor Russell will lead this working group which will look at all recreational areas in the town.

**25/14/15      FINANCE:**

a. Current Committee budget statement

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

**26/14/15      REPORTS FROM WORKING GROUPS:**

a. Saltash Town Centre Improvement Group (STIG)

At my first meeting as Chair of committee I was pleasantly surprised on the numbers of attendees

15 Traders, 7 Councillors, 2 CIC .

### Toilets

After a lot of debate it was decided that one of the top priorities for STIG was to improve the toilet areas within the town centre (this was without any prompting from the chair).

### Actions

To look at various alternatives of types available

To release the hold on Belle Vue toilets

To advise Town Council with possible recommendation in the Autumn.

### Town Cinema

It was agreed at the last meeting 26/6 to recommend to TC (again after the summer holidays) that we will be asking for around £3k from the 106 committee for start up costs for a Saturday cinema - details of this will follow.

### Parking

There is now a new manager at CC for parking.

Changes are afoot and a more rationalised approach will take place which will affect our current agreements of free parking.

New meters are being installed in all Saltash car parks by Nov 2014.

This will then give the flexibility for traders to get involved with cost of car parking.

The new tickets will come with a tear off strip which can be presented to participating stores in the town, this will be advertised on the tickets.

The Traders will be able to claim this money back from 106 funding. Procedure of which is to be worked out.

The percentage discount for these tickets is under the TC/STIG control with the agreement of the traders.

This was met with some enthusiasm with most traders as :-

1. It would increase the footfall into their shops

2. It would solve the problem of people using the car parks free to catch the bus to Plymouth.

Many other topics were discussed eg ecommerce, myhighst.com, AURASMA trail, agreements with coach companies, town map, Arts festival, Christmas Festival, B&B info centre and street markets.

We had a short discussion on the Bridge Murals but thought this was already being discussed at the Services committee.

It was noted that the murals on the bridge over the A38 are already being dealt with by this committee. Councillor Mrs Dent reported that Plymouth College of Art have planned to place photographs from students on the site of the murals. These will be printed by Mr Sticker but will not be in place until the new academic year.

It was **RESOLVED** that Chairman and Councillor Mrs Frank will co-ordinate the removal of the murals and offer the mosaic tiles to local artists.

27/14/15

**ELWELL WOODS/CORNISH CROSS**

- a. Consider repairs to bollards at entrance to Elwell Woods

It was **RESOLVED** to defer this item until the next meeting.

## **28/14/15      NOTICE BOARDS**

- a. Carkeel

The Chairman reported that Councillor Brady had submitted a request that the committee consider installing a notice board at Carkeel.

It was reported that the noticeboard in the service station has been removed.

It was **RESOLVED** that the Chairman will investigate possible sites.

- b. Pillmere

Councillor Russell reported that it may be possible for the Town Council to place notices in the community notice board but it was felt that a separate board was preferable if the budget allowed.

It was **RESOLVED** that the Chairman will look at the options available within the budget and the Senior Administration Officer will obtain prices for suitable notice boards.

## **29/14/15      FESTIVE LIGHTS**

Councillor Mrs Dent reported that a donation has been received from the Saltash Festival Lights Committee for the purchase of the new cross sections. The Committee has now folded although Mr Wilde has offered his assistance to the Town Council with the Christmas lights in the future.

It was noted that the current cross sections need to be relocated and Councillor Mrs Frank will approach a local company who may be willing to act as sponsors to store them. The unused lights currently being stored will be offered to other organisations or disposed of.

It was **RESOLVED** that FROST take over the responsibility for the Christmas Lights and make recommendations for purchasing new cross sections or hiring lights for the festive season rather than purchasing for the committee to consider at the next meeting.

## **30/14/15      WEED SPRAYING**

Members considered a report on the options for weed control in the town following the decision of Cornwall Council to cease spraying outside zone one. It was noted that as there was no budget in place any works would have to be paid for from reserves.

It was **RECOMMENDED** that the Council contract a company to undertake weed spraying in zone two. Quotations to be obtained from the successful Grounds Maintenance contractor and two further companies.

It was **RESOLVED** that the Weed Spraying recommendation be referred back to Services Committee to prepare a specification and obtain quotations for conducting the works 3 times a year within the current town boundaries as of 1<sup>st</sup> April 2015.

**31/14/15      GROUND'S MAINTENANCE – CONSIDER TENDERS**

It was **RESOLVED** to take this item under Public Bodies (Admission To Meetings) Act 1960.

**32/14/15      OTHER AREAS THAT THE SERVICE 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
- Gritting & snow clearing arrangements
- Footpaths and environment
- Play areas/playgrounds

No reports.

**33/14/15      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.**

**34/14/15      GROUND'S MAINTENANCE TENDERS**

Members considered the four Grounds Maintenance Contract tenders that had been returned.

Councillor Austin proposed that the Town Council employ a Grounds Person to undertake the work and will discuss the proposal with the Town Clerk. It was noted that this would be the responsibility of the Staffing Committee.

**35/14/15      PUBLIC BODIES (Admission to Meetings) Act 1960: To resolve that the public and press be re-admitted to the meeting.**

**36/14/15      GROUNDS MAINTENANCE CONTRACT**

It was **RECOMMENDED** that the three year contract tender to the value of £16,846.85 per annum be awarded to Glendale Grounds Management Ltd.

Councillor Mrs Hooper requested that the voting be recorded.

For:                Councillors Mrs Dent, Mrs Frank, Russell  
Against:        Councillors Mrs Hooper, Yates

**37/14/15      URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

a.     Finger signs

Councillor Mrs Frank advised of problems with the finger sign at the junction of Station Road and Albert Road.

It was **RESOLVED** that the Caretaker undertake maintenance and repairs as required.

b.     Overgrown paths

Councillors Austin and Mrs Frank reported a number of over grown paths in the town.

It was **RESOLVED** that the standard letter be sent to Cornwall Council.

c.     The Chairman asked for more details on funding that had been reported in the press for improvements to Carkeel roundabout. Councillor Austin will investigate and supply the information to the Chairman.

**38/14/15      PRESS RELEASES OR ARTICLES REQUIRED**

None.

**39/14/15      DATE OF NEXT MEETING**

Wednesday 10<sup>th</sup> September 2014

Rising at 9.25pm

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

Dated:        7<sup>th</sup> August 2014