

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 10th September 2014 at 7.00 pm

PRESENT: Councillors: Mrs J Dent, J Ellison, Mrs H Frank, L Russell, D Yates.

ALSO PRESENT: Councillor Austin, W Cotton – Chamber of Commerce, E Richmond CNA Manager, A Drake – Cormac Highway Manager, P Allen – Cormac Highway Manager, R. Lane – Town Clerk

APOLOGIES: Councillors: Mrs S Hooper MBE, W Phillips, J Shepherd,

HEALTH AND SAFETY ANNOUNCEMENTS

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

40/14/15 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

41/14/15 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			

42/14/15 QUESTIONS FROM THE PUBLIC

None

43/14/15 PRESENTATION FROM A CORMAC REPRESENTATIVE REGARDING THEIR ROLES AND RESPONSIBILITIES FOR ADVERTISING EVENTS ON THE HIGHWAY

Mr Drake informed members of general highway and roundabout advertising regulations highlighting that the banner site at Victoria Gardens did not meet the criteria for highway safety and would now not be available for future community use.

The Chairman queried the interpretation and implementation of the policies by Cormac and what if any consultation had been carried out by Cornwall Council in relation to existing roundabout sponsorship schemes prior to developing and implementing the policy.

The Chairman requested Mr Drake provide the council with copies of the policies for review by STC.

44/14/15 FINANCE:

- a. Current Committee budget statement

It was **RESOLVED** to note and that the items listed under miscellaneous expenditure be recoded to nominal code 5513 Street Furniture (excluding Fore Street).

45/14/15 REPORTS FROM WORKING GROUPS:

- a. Footpaths and Environment

It was **RESOLVED** that Mr P Clements be invited to attend meetings when reports are on the agenda.

- b. Saltash Town Centre Improvement Group – No Report
- c. Saltash Publicity Local Action Team (SPLAT) – No Report
- d. Festive Representatives of Saltash Town (FROST) – Councillor Mrs H Frank

Councillor Mrs H Frank reported that the group had held its first meeting for the lights festival and lantern parade arrangements and updated members on other associated matters.

It was **RESOLVED** to note.

46/14/15 ELWELL WOODS/CORNISH CROSS

Report from Councillor Ellison

Councillor Ellison reported that Cormac had submitted a retention invoice

for circa £3,200 (payable by Cornwall Council from original funding) and that the few snagging items completed had been inspected and found to be satisfactory.

Gateguards had visited to adjust the retaining bolts and despite the January gales had found virtually no movement had taken place.

He also reported that as of September STC now assume maintenance responsibilities however SWRA will continue to conduct the grass cutting and strimming.

It was **RESOLVED** to note.

47/14/15 NOTICE BOARDS

a. Quotations for notice boards at Pillmere and Carkeel

Members considered various options and costs for the provision of the notice boards.

It was **RESOLVED** that:

1. Due to budget constraints a notice board be provided at Pillmere only at a cost of £1000 from the tourism and signage budget.
2. Councillor Russell to progress the installation location.

48/14/15 GRITTING AND SNOW CLEARING ARRANGEMENTS

Report from Councillor Yates

The Chairman updated members on the situation to date.

It was **RESOLVED** to note.

49/14/15 FESTIVE LIGHTS

Report from Councillor Mrs H Frank

Councillor Mrs H Frank reported that a recommendation is to be made to Stig for the provision by hire of Christmas tree light displays to include Lower Fore Street at an approximate cost of £3500.

It was **RESOLVED** to note.

Councillor Mrs H Frank also reported that an option to hire the main town display Christmas lights was being considered however costs were awaited following a site meeting with a contractor.

It was **RESOLVED** that a Services Committee meeting be held on Tuesday 16th September 2014 following Full Council Planning and prior to Staffing Committee be held to consider Christmas lights options and funding.

50/14/15 MOSAICS

Report from Councillor Mrs J Dent

The Mayor reported that she had formulated a scheme with the Plymouth College of Art to replace the mosaics with photography prints to be selected from competition entries by students.

The prints to be fixed in steel frames with a laminate cover.

Costs comprise of prize money for the students competition, printing, steel frames, laminating and fixing to the bridge.

It was **RECOMMENDED** that the scheme be approved at a cost of up to £3000 from the public art and maintenance emf budget.

At the Town Council Meeting on 02.10.14., it was **RESOLVED** to defer consideration of Minute 50/14/15 to the Meeting of the Town Council on 6th November 2014 to allow for an additional proposal from Ms E. Spring to be studied. (Both proposals to be circulated to all members).

51/14/15 COMMUNITY TOILET SCHEME

a. Inclusion of Bakers Coffee Shop

It was **RESOLVED** that the Bakers Coffee Shop be included in the toilet scheme.

52/14/15 WEED SPRAYING

Consider preparing a specification and obtaining quotations for conducting the works 3 times a year within the current town boundaries as of 1st April 2015. (Referred from Town Council 4th August 2014)

It was **RESOLVED** that committee members provide reports on any related safety issues they identify and constructive recommendations on areas to be treated.

53/14/15 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 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

No reports.

54/14/15 **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.

55/14/15 **AS REQUIRED OR IF NECESSARY**

56/14/15 **PUBLIC BODIES (Admission to Meetings) Act 1960:** To resolve that the public and press be re-admitted to the meeting.

57/14/15 **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None.

58/14/15 **PRESS RELEASES OR ARTICLES REQUIRED**

None.

59/14/15 **DATE OF NEXT MEETING**

Tuesday 16th September 2014
Wednesday 12th November 2014

Rising at 9.30 pm.

Signed: _____
Chairman

Dated: _____