

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 13<sup>th</sup> January 2016 at 7.00 pm**

**PRESENT:** Councillors: M Coot, Mrs J Dent, J Ellison, Mrs H Frank, (Deputy Mayor, ex-officio), Mrs S Hooper MBE, D Yates (Chairman).

**ALSO PRESENT:** Councillors: Mrs G Challen, R Austin, Mrs A Browne – Finance Officer, R Lane – Town Clerk.

**APOLOGIES:** Councillors: W Phillips, (Mayor, ex-officio), L Russell.

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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.

### **76/15/16      RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

### **77/15/16      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			

### **78/15/16      QUESTIONS FROM THE PUBLIC**

None

### **79/15/16      FINANCE:**

- a. Current Committee budget statement.

It was **RESOLVED** to note.

- b. Consider additional items/costs for the Precept as in supporting documentation.

- i. Tourism & Signs – additional town signs.

It was **RESOLVED** to allocate a budget of £1,050 for general signage and £1000 for toilet signage.

- ii. Environment – road weeding.

It was **RESOLVED** to conduct two applications per year at a cost of £12,000 and miscellaneous additional areas at a cost of £2,000.

- iii. Street Furniture – additional benches.

It was **RESOLVED** to allocate a budget of £2,000

- iv. Grounds Maintenance – Pillmere.

It was **RESOLVED** to allocate an EMF budget of £6,000 for grounds maintenance and development.

- v. Grounds Maintenance – other land taken over.

It was **RESOLVED** to allocate no budget.

- vi. Play Areas.

It was **RESOLVED** that the current EMF fund of £26,740 is sufficient and no additional budget is necessary.

- vii. Bus Shelter installation & maintenance.

It was **RESOLVED** to allocate a budget of £10,000.

- viii. Public toilets – taking over Longstone Park toilets and possible reinstatement of Alexandra Square toilets.

It was **RESOLVED** to allocate a budget of £40,000.

- ix. Memorial Peace Garden Phase 2.

**MEMORIAL PEACE GARDEN  
PHASE TWO IDEAS/DESIRABLES  
Saltash Town Council, Working Group – report**

In previous reports the working group expressed interest in developing a phase two of the Saltash Memorial Peace Garden. In my on-going reports on behalf of the working group I have indicated and documented additions to the project that the Council may consider in due course.

Following a very successful opening of phase one, and visual evidence of many visitors to the garden, a visit by some members of the existing working group took place on Wednesday December 2<sup>nd</sup> and Monday December 7<sup>th</sup> to discuss ideas for a possible phase two project. The working group and others have conveyed their ideas to this report set out below.

**BENCHES** - In due course, a replacement to the vintage bench with a third matching wrought iron bench. (APPROX £1,000)

**PAVING SLABS** - Restoration or replacement to the old paving slabs, which are showing signs of wear in places, including sinking slabs making the footway unsafe in some areas. STC REMIT POSSIBLY?  
(This may well be a STC issue, in line with the DOG agreement).

**FENCING** - A wrought iron perimeter fence surrounding the whole site (costings to be investigated). Other options were suggested i.e. wooden fencing and boxed hedging. Consideration was given to all suggestions;

However, it was felt overall, that the wrought iron fencing would have a much longer life span and therefore be more cost effective. Such railings would also be in keeping with the historic Church nearby and the original site we believe. Quote £13,072 + VAT AND £1649 +VAT WITH GATES.

**FLOWER BEDS (A)** – two pocket sized areas were identified for additional flower beds, which would work well. This was the preferred option to pathway (flowered) borders. AWAIT QUOTE BY DECEMBER 10<sup>TH</sup>

**FLOWER BEDS BORDERING (B)** – It was acknowledged that the existing border fencing was not ideal, and costings for wrought iron bordering was discussed as a future option. (AWAIT QUOTE BY DECEMBER 10<sup>TH</sup>).

**ICONIC STATUE/MONUMENT** – It was discussed at long length, the idea of some kind of statue or monument to underpin the “Peace” theme. A monumental Poppy and or a Dove of Peace (the poppy similar to the one at Penzance and other areas), seemed to have most support. Others discussed was a Flag Pole and a Cornish Stone monument with historic listings of British conflicts. POSSIBLY £1,000 - £1,500 - BUT UNKNOWN AT THE MOMENT – SUBJECT TO SUPPORT.

**SIGNS** – Small (tasteful) signs asking dog owners to respect the garden was supported. £50.

**UP- LIGHTING** – Up- Lighting was not re-discussed on site, but has been suggested in the past, as desirable sometime in the future. (UNKNOWN AT THE MOMENT – POSSIBLY PHASE 3 – SUBJECT TO SUPPORT (POSSIBLY £1,500)?

**SPONSORSHIP** – The working group are actively seeking sponsorship from local and national businesses (particularly for the flower beds/seat). Finding sponsorship for the hard works (railings) may prove very difficult, therefore if the Council is supportive of phased progress; it may well have to be gradually precepted.

A small area with a suitable sponsors’ display would be necessary as part of the funding package. (£250)?

Written quotes from Brad Hine to follow by December 10<sup>th</sup> if possible.

Councillor Sue Hooper MBE  
December 9<sup>th</sup> 2015

It was **RESOLVED** to allocate a budget of £20,000 and to note Councillor Mrs S Hooper M.B.E. is actively attracting and receiving sponsorship for phase 2 works and on-going maintenance.

x. Roadside Planting.

It was **RESOLVED** that the scheme be referred to community groups and associations to carry out.

xi. CCTV – to receive a presentation from the police for the justification of a system. Saltash Town Centre Improvement Group (Councillor Austin).

No report.

Councillor Coot reported that he is conducting a feasibility study and report into the provision of CCTV to be presented at a future meeting of Full Council.

It was **RESOLVED** to allocate a budget of £20,000 for the provision of CCTV and a budget of £500 for annual maintenance in the event S106 funding is not allocated and the Town Council approve the scheme.

c. To set the Services budget for 2016/17 and to note audit regulations now require a three year forecast.

It was **RESOLVED** that the attached budget be approved by Full Council subject to any further costs relating to devolution of services.

d. To set the fees and charges for 2016/17.

It was **RESOLVED** that the attached fees and charges for 2016/17 be approved by Full Council.

**80/15/16      REPORTS FROM WORKING GROUPS:**

a. Saltash Publicity Local Action Team (SPLAT).

No report.

b. Festive Representatives of Saltash Town (FROST) – (Councillor Mrs H Frank).

## Christmas Festival Saturday 5<sup>th</sup> December 2015

I will make a comprehensive report to the next Services Committee after we have held a 'wrap-up' meeting of FROST, but here are some initial thoughts.

The 2015 Christmas Festival was never going to be easy due to the law making it illegal to have a market on Fore Street. Despite repeated pleas (over several years) for volunteers and more support we never had enough people on the FROST committee. Then one week before the Festival we were informed that the volunteer group we had lined up to maintain the road closures couldn't actually carry it out. The situation was compounded when Storm Desmond hit on the day. With wind gusting at up to 40mph we had no choice but to cancel things like the snow machine and the inflatable stage for the ceremony to switch on the Christmas lights and other performances. We left it to individual community groups to decide whether they would go ahead with setting up a stall on Fore Street but asked them not to put up gazebos. The strong winds meant we had no choice but to remove some of the larger lanterns from the Parade and shorten it in time. We also had to set off the fireworks 10 minutes earlier than planned to take advantage of a lull in the storm.

This all meant the Festival was not as successful as in previous years, but I'm relieved to say there were no casualties, no children got blown over a rooftop under a lantern and a few thousand people still had a good time. Thanks to the many community groups who braved the elements to set up a stall, and a special thanks to members of the Burraton Community Players, Geraldine Lamb Dance School and Youngstagers who still gave performances even though they had no stage or lighting, as originally planned. Also, a huge thanks to the volunteers from Barne Barton who stepped in at the last minute and were a massive help with road closures. Better communication with the bus companies and coning off both sides of Glebe Avenue ensured that issues with the diversionary route for the road closures were resolved this year. Special mention must also be made of Jill Hudson, the Saltash artist who took over the management of the lantern workshops. Jill was inspirational in her leadership style and artistic direction - all schools gave very positive feedback. Financially, it was delivered under the agreed budget.

I will be making various recommendations to the next Services Committee meeting, but at this stage I have to say that the current model is not sustainable in the long-term. We will need to look at 'contracting out' various elements such as the road closure and the market.

Councillor Hilary Frank  
January 2016

To be continued...

It was **RESOLVED** to note.

### 81/15/16      **GRITTING AND SNOW CLEARING ARRANGEMENTS**

- a. Grit Bin Survey Results.

The Chairman reported that location labelling and numbering of bins is underway and to date West Ward has been completed.

It was **RESOLVED** to note.

**82/15/16      ALLOTMENTS**

No Report.

**83/15/16      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.

I.    Increased toilet cleaning.

No report.

II.   Industrial Estate issues.

No report.

III.   Elwell Woods/Cornish Cross.

No report.

IV.   Notice Boards.

No report.

V.    Festive Lights.

Councillor Mrs H Frank informed members that a report will be presented to the next meeting.

It was **RESOLVED** to note.

**84/15/16      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.

**85/15/16      AS REQUIRED OR IF NECESSARY**

**86/15/16**     **PUBLIC BODIES (Admission to Meetings) Act 1960:**  
To resolve that the public and press be re-admitted to the meeting.

**87/15/16**     **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None.

**88/15/16**     **PRESS RELEASES OR ARTICLES REQUIRED**

None

**89/15/16**     **DATE OF NEXT MEETING**

Wednesday 9<sup>th</sup> March 2016 at 7.00 p.m.

Rising at 10.15 p.m.

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

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