

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 9th March 2016 at 7.00 pm

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

ALSO PRESENT: 1 Member of the Public, Councillor B Austin, R Lane - Town Clerk, Mrs S Burrows – Administration Officer.

APOLOGIES: M Coot, W Phillips, (Mayor, ex-officio), L Russell.

HEALTH AND SAFETY ANNOUNCEMENTS

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

90/15/16 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING

91/15/16 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			

92/15/16 QUESTIONS FROM THE PUBLIC

None.

The Chairman announced that agenda item 9.ii would be received as the next item of business.

93/15/16 ALLOTMENTS

- ii. To receive a letter from a resident of Pillmere regarding proposed allotments at Dartmoor View.

It was **RESOLVED** to consider all options before submitting proposals to the Pillmere Resident Association.

- i. Fly tipping

The Chairman reported that no fly tipping had occurred at Churchtown allotments and the issue had been resolved.

It was **RESOLVED** to note

94/15/16 FINANCE:

- a. Current Committee budget statement

It was **RESOLVED** to note.

95/15/16 REPORTS FROM WORKING GROUPS:

- a. Saltash Publicity Local Action Team (SPLAT)

No report.

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

Councillor Mrs H Frank updated members of the recent Chamber of Commerce meeting.

It was **RESOLVED** to note.

- c. Footpaths Update

The Town Clerk informed members that an application to modify the Definitive Map and Statement of Public Rights of Way by adding footpaths at Fairmead Road to Spire Hill and Waterside to Coombe Road as Public Footpaths is now registered with the Planning Inspectorate.

It was **RESOLVED** to note.

96/15/16 GRITTING AND SNOW CLEARING ARRANGEMENTS

No further reports until further notice.

97/15/16 CARKEEL ROUNDABOUT – DESIGN (NOTE 422/15/16 FTC MINUTES) – COUNCILLOR AUSTIN

Councillor Austin updated members on design opportunities for Carkeel Roundabout.

It was **RESOLVED** that Councillor Austin progress design opportunities in conjunction with Highways England.

98/15/16 MANAGEMENT AND WORK SCHEDULE FOR COMMUNITY PAYBACK TEAM

It was **RESOLVED** that the work schedule programme be delegated to the Town Clerk and Chairman of Services.

99/15/16 TOILETS

- I. Alexandra Square
- II. Longstone Park
- III. Belle Vue
- IV. Callington Road
- V. St Stephens

It was **RESOLVED** to

- 1. Ensure the toilets are fit for purpose for transfer to Saltash Town Council on 31st March 2016.
 - 2. Seek quotes for safety risk assessments and cleaning.
 - 3. Approve the solicitor to conduct Local Authority searches and to seek fire and asbestos assessment reports.
- VI. Charging mechanisms – To consider an offer to fit charging mechanisms at no cost to Saltash Town Council.

It was **RESOLVED** to note Full Council had resolved that charging mechanisms will not be utilised.

100/15/16 **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. Bus Shelters & stops

i. Bus Shelter contract

It was **RESOLVED** to approve the transfer of 8 bus shelters from Clear Channel to Fernbank Advertising.

ii. Liskeard Road bus shelter

It was **RESOLVED** to accept the offer from Fernbank to install a bus shelter on Liskeard Road at no cost to the Town Council save that of the highway works.

II. Industrial estate issues

Councillor Ellison informed members that the Road Traffic Orders submitted to Cornwall Council are ongoing.

It was **RESOLVED** to note.

III. Play areas/play grounds

No report.

Councillor Austin left the meeting.

IV. Elwell Woods/Cornish Cross

No report.

V. Notice Boards

No report.

VI. Festive Lights – Councillor Mrs H Frank to present a report.

Councillor Mrs H Frank informed members that the estimated cost of providing lights all year round at the Waterside is £2000 and that fund raising is being considered to facilitate the initiative.

It was **RESOLVED** to note

Councillor Austin returned to the meeting

101/15/16 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.

102/15/16 AS REQUIRED OR IF NECESSARY

None

103/15/16 PUBLIC BODIES (Admission to Meetings) Act 1960:

To resolve that the public and press be re-admitted to the meeting.

104/15/16 URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR

Graffiti

Councillor Austin requested the Community Payback Team remove graffiti from a number of sites in the town.

The Chairman informed the committee that it is necessary for members to ensure that property owners complete a General Disclaimer and Liability Release of Claims form to give the Community Payback Team and Saltash Town Council permission to remove graffiti from any premises, property or grounds.

It was **RESOLVED** that Councillor Austin will submit completed General Disclaimer and Liability Release of Claims form for the work requested.

105/15/16 PRESS RELEASES OR ARTICLES REQUIRED

None

106/15/16 DATE OF NEXT MEETING

Wednesday 11th May 2016 at 7.00 p.m.

Rising at 20:38

Signed: _____
Chairman

Dated: _____