

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 9<sup>th</sup> November 2016 at 7.00 p.m.**

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

**ALSO PRESENT:** 2 Members of the Public, R Lane, Town Clerk, Mrs A Browne, Finance Officer, Mrs S Burrows, Administration Officer, Mr J Virgo, Grounds and Premises Warden.

**APOLOGIES:** M Coot, 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.

**75/16/17** **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

**76/16/17** **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.

<b>Councillor</b>	<b>Item</b>	<b>Pecuniary/Non-pecuniary</b>	<b>Reason</b>
None			

**77/16/17** **QUESTIONS FROM THE PUBLIC**

A resident of the town raised an objection to the proposal for potential allotments at Dartmoor View Pillmere.

The Chairman announced that agenda item 7 would be received as the next item of business.

**78/16/17      ALLOTMENTS**

A member of the public raised an objection to the proposal for potential allotments at Dartmoor View and referred to a survey that has been circulated to all residents on the Pillmere estate to determine their views about the scheme.

It was **RESOLVED** that the matter will be further considered at the next Services Committee.

**79/16/17      FINANCE**

a. Current Committee budget statement.

The Chairman informed members of the current committee budget statement.

It was **RESOLVED** to note.

Councillor Austin raised concerns of the security of equipment and staffing requirements at Churchtown Cemetery.

It was **RESOLVED** that the items be discussed at their respective committees of Burial Board and Staffing.

b. Current Committee budget statement proposals for spending changes.

It was **RESOLVED** to note.

Councillor Ellison left the meeting.

Councillor Ellison returned to the meeting.

The Chairman announced a short break before continuing with the meeting.

c. Committee budget for 2017/18 and budget structure changes.

Members considered the budget for 2017/18.

It was **RESOLVED** to:

1. Submit the budget for 2017/18 (copy attached) to the Policy and Resources Committee Precept meeting.

It was **RECOMMENDED** to:

2. Transfer Waterside Maintenance funds of £32,350 to General Reserves.
3. Transfer from General Reserves the sum of £32,350 to Waterside Capital Works.

- d. To consider Fees & Charges for 2017/18.

It was **RESOLVED** to submit the fees and charges for 2017/18 (copy attached) to the Policy and Resources Committee Precept meeting.

**80/16/17      BUS SHELTERS**

- a. To consider bus shelter contracts.

The Town Clerk informed members that the Clear Channel contract had expired and that they wish to now formally end the contract gifting the bus shelters to STC.

It was **RESOLVED** to:

1. Approve the end of the contract with Clear Channel.
2. Approve the contract with Fernbank as agreed in 2011.
3. Transfer the bus shelters to Fernbank with immediate effect.

- b. Update from Councillor Austin.

Councillor Austin updated members on the 21 day resident consultation and progress with Cornwall Council for the procurement and installation of a shelter on Liskeard Road.

It was **RESOLVED** to note.

**81/16/17      FOOTPATHS – LOCAL MAINTENANCE PARTNERSHIP – ANNUAL RENEWAL AND TO CONSIDER PUBLIC RIGHTS OF WAY, FOOTPATHS OR STRUCTURES, ADDITIONS AND REMOVALS TO THE SCHEDULE FOR 2017/18**

The Town Clerk updated members on a Service Level Agreement questionnaire received from Cornwall Council and a Local Maintenance Partnership/Churchyard Maintenance grass cutting request for St Stephens received from Cornwall Council.

It was **RESOLVED** that the LMP/SLA questionnaire be referred to the Chairman and Town Clerk and that St Stephens grass cutting request be referred to the next Burial Board Committee for consideration.

**82/16/17      GRIT BINS**

- a. To consider requests for additional grit bins.

The Chairman informed members of the requirement for an additional grit bin to be located at the Waterfront.

It was **RESOLVED** to note.

- b. To consider quotation for stickers for grit bins.

It was **RESOLVED** to delegate procurement of this item to the Chairman.

**83/16/17**      **GROUND MAINTENANCE**

- a. To consider options for public open spaces including grass cutting and general landscaping (including Alexandra Square car park area).

It was **RESOLVED** to:

1. Note that additional areas for increased cutting not in the ownership of STC as submitted by members has been included in the budget.
2. Defer any maintenance works at Alexander Square Car Park as it is in the ownership of Cornwall Council.

- b. To consider quotation for landscaping area at rear of Co-op car park.

Councillor Hooper informed members of the current condition of the Co-op car park area and presented a proposed works improvement scheme.

Councillor Mrs H Frank left the meeting.

Councillor Mrs H Frank returned to the meeting.

It was **RESOLVED** to approve:

1. The proposed project subject to further quotes.
2. Allocate funding up to a maximum value of £2,000
3. Allocate funds from the Environment budget to cover costs.

Councillor Ellison left the meeting.

**84/16/17**      **PILLMERE**

- a. Disused adventure play land.

It was **NOTED** that this item was discussed under agenda item 6C Committee budget 2017/18 and budget structure changes.

- b. Other maintenance items.

It was **NOTED** that this item was discussed under agenda item 6C Committee budget 2017/18 and budget structure changes.

**PUBLIC TOILETS**

a. Operational toilets:

i. Alexandra Square

It was **NOTED** that this item was discussed under agenda item 6C Committee budget 2017/18 and budget structure changes.

ii. Belle Vue

It was **NOTED** that this item was discussed under agenda item 6C Committee budget 2017/18 and budget structure changes.

iii. Longstone Park

It was **NOTED** that this item was discussed under agenda item 6C Committee budget 2017/18 and budget structure changes.

iv. Waterside

It was **NOTED** that this item was discussed under agenda item 6C Committee budget 2017/18 and budget structure changes.

b. Disused Toilets:

i. Belle Vue (upper)

No Report.

ii. Callington Road

No Report.

iii. St Stephens

No Report.

c. To consider signs directing to toilets in the town.

It was **NOTED** that the provision of directional signs for public toilets are in progress.

d. International Toilet Day.

It was **NOTED** that International Toilet Day takes place 19<sup>th</sup> November and that Longstone Park toilets are now twinned with toilets in Uganda.

**86/16/17      REPORTS FROM WORKING GROUPS**

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

No Report.

**87/16/17      STREET FURNITURE**

- a. Repair and improvement options and progress.

It was **RESOLVED** that the Grounds and Premises Warden progress the replacement and repair of benches and street furniture as required and within budget.

- b. Proposals for additional street furniture.

It was **NOTED** that this item was discussed under agenda item 6C Committee budget 2017/18 and budget structure changes.

- c. Anne Glanville power supply.

It was **RESOLVED** that the Grounds and Premises Warden arranges quotes to connect the power from the Anne Glanville statue to the Christmas light box.

**88/16/17      TRAILER**

- a. Progress on identifying potential future users.

It was **RESOLVED** that:

1. Councillor Ellison provides a list of potential organisations and councils that maybe interested in hiring the trailer for targeted promotion.
2. The trailer be fully serviced including an annual electric safety test.

- b. To consider likely income and expenditure.

It was **NOTED** that this item was discussed under agenda item 6C Committee budget 2017/18 and budget structure changes.

**89/16/17      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.

90/16/17     **AS REQUIRED OR IF NECESSARY**

91/16/17     **PUBLIC BODIES (Admission to Meetings) Act 1960**  
To resolve that the public and press be re-admitted to the meeting.

92/16/17     **URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None.

93/16/17     **PRESS RELEASES OR ARTICLES REQUIRED**

None.

94/16/17     **DATE OF NEXT MEETING**

Wednesday 11<sup>th</sup> January 2017 at 7.00 p.m.

Rising at 22:30

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

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