

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of the Services Committee held in The Guildhall on Wednesday 8<sup>th</sup> March 2017 at 7.00 p.m.**

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

**ALSO PRESENT:** 5 Members of the Public, Councillor R Bickford, Jeff Diamond - Waterfront and Town Warden, R Lane - Town Clerk, Mrs S Burrows - Administration Officer.

**APOLOGIES:** Mrs S Hooper MBE.

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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.

#### **115/16/17 RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

A member of the public notified the Chairman of the recording of this meeting.

#### **116/16/17 DECLARATIONS OF INTEREST**

- a. To receive any declarations from Members of any registerable (5A of the 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			

**117/16/17** To note an ongoing dispensation for Councillor Shepherd to act as Chairman of the Saltash Team for Youth.

It was **RESOLVED** to note.

**118/16/17     QUESTIONS FROM THE PUBLIC**

Residents of Pillmere raised an objection to the proposal for potential allotments at Dartmoor View Pillmere.

The Chairman announced that agenda item 10a would be received as the next item of business.

**119/16/17     PILLMERE**

a. To report on Pillmere survey.

See attached appendix A to the minutes.

Residents of Pillmere referred to the results of a survey that had been circulated to all residents on the Pillmere Estate to determine their views regarding the proposal for allotments at Dartmoor View.

It was **RESOLVED** to note that the council has a statutory obligation to provide allotments for residents of the town and that the survey results determined that the provision of allotments with allocated parking is welcomed by the majority of respondents to the survey.

The Chairman announced that agenda item 11 would be received as the next item of business.

**120/16/17     TO CONSIDER REDEVELOPMENT OPTIONS AT SALTMILL AND COSTS**

See attached appendix B to the minutes.

Members received a support funding request from Martyn Tambling representing Junk Yard Skate Park to enable essential health and safety works to be carried out to the Saltmill BMX Track.

It was **RESOLVED** to:

1. Approve funding of up to £3000 to support Junk Yard Skate Park conducting essential health and safety maintenance works to the Saltmill BMX Race Track from the Saltash Recreation Areas EMF budget.
2. Junk Yard Skate Park to obtain and supply Saltash Town Council with copies of all necessary undertakings, approvals and agreements required to conduct the work from the land owner Cornwall Council to release the support funding.
3. The Devolution Options Group contact Cornwall Council to discuss devolution options for the long term ownership and management of the BMX Race Track.

**121/16/17     FINANCE**

- a. Current Committee budget statement.

See attached appendix C to the minutes.

The Chairman queried figures relating to the Public Footpaths and Bridleways budget.

It was **RESOLVED** to note the budget statement and that the budget sheet be re-circulated to members upon verification of the Public Footpaths and Bridleways budget by the Finance Officer.

**122/16/17     REPORTS FROM WORKING GROUPS**

- a. Saltash Town Centre Improvement Group – verbal brief from Chairman.

It was **RESOLVED** to setup a working group comprising of Councillors Coot and Austin to determine the future role of STIG.

The Mayor paid tribute to all current and past Chairman of STIG for their hard work and commitment.

- b. Festive Representatives of Saltash Town (FROST) – verbal brief from Chairman.

It was **RESOLVED** that:

1. Festive Representatives of Saltash Town (FROST) be disbanded.
2. The Services Committee have no further involvement in the organisation, running or funding of the Christmas event. Save that of releasing the Christmas Festival Support Fund set aside for any group taking on the organisation of the event.

It was **NOTED** that the Christmas Event will become a community organised event and that the Lantern Parade will be organised as a separate event by Saltash Rotary.

**123/16/17     GRITTING AND SNOW CLEARING ARRANGEMENTS**

No further reports until further notice.

**124/16/17     ALLOTMENTS**

Councillor Austin updated members on an offer received for the purchase of a strip of land at Churchtown Cemetery.

It was **RESOLVED** to note.

**125/16/17     PILLMERE**

- b. To consider and approve ground works.

See attached appendix D to the minutes.

It was **RESOLVED** to approve the quote for £4,012.14 to conduct the works from the Pillmere Estate (Capital Works) EMF budget.

**126/16/17     PUBLIC TOILETS – TO CONSIDER THE COST OF CLEANING AND OPERATION**

See attached appendix E to the minutes.

It was **RECOMMENDED** to:

1. Re-appoint Cormac on a one year contract 2017/18 for the cleaning and operation of the public toilets.
2. Approve the quote of £23,542.51 from Public Toilets (Operational Costs) budget.
3. To set aside Financial Regulations for tendering the contract due to the select nature of the contract relating to this council's policy to pay the Living Wage Foundation rate of pay.

**127/16/17     BOUNDARY STONES – MAINTENANCE**

See attached appendix F to the minutes.

It was **RESOLVED** to refer this item to Cornwall Council Highways as the responsible body for carrying out remedial and conservation works to boundary stones.

**128/16/17     WATERFRONT – UPDATE**

See attached appendix G to the minutes.

It was **RESOLVED** to note.

**129/16/17     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.

- a. Community toilet scheme.

No report.

b. Bus shelters & stops.

No Report.

c. Play areas/play grounds

It was **RESOLVED** to remove this item from all future agendas.

d. Elwell Woods/Cornish Cross

It was **RESOLVED** to purchase three apple trees to a maximum budget of £200.00 from the Grounds Maintenance and Watering budget.

e. Festive Lights – To consider quotes for Waterside/Waterfront.

See attached appendix H to the minutes.

It was **RESOLVED** to:

1. Approve the quote from SSE for festive lighting support columns of £2,695.81 subject to a site survey from the Waterfront (Capital Works) EMF budget.
2. Approve the quote from the Christmas Decorators for festoon lighting of £1,300.00 subject to a site survey from the Festive Lights EMF budget.

f. Festive Lights – To consider quotes for Christmas Decorations.

See attached appendix H to the minutes.

Councillor Ellison left the meeting.

It was **RESOLVED** to:

1. Setup a Working Group comprising of Councillors Coot, Mrs H Frank, Jim Virgo – Grounds and Premises Warden, Jeff Diamond – Waterfront and Town Warden and David Wilde.
2. The Working Group to determine the current setup and future options for Christmas light displays.

**130/16/17     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.

**131/16/17     AS REQUIRED OR IF NECESSARY**

None.

**132/16/17     PUBLIC BODIES (Admission to Meetings) Act 1960**

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

**133/16/17     URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR**

None.

**134/16/17     PRESS RELEASES**

None.

**135/16/17     DATE OF NEXT MEETING**

Wednesday 14<sup>th</sup> June 2017 at 7.00 p.m.

Rising at: 21:20.

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

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