

SALTASH TOWN COUNCIL

Minutes of a Meeting of the Civic Amenities Committee held in The Guildhall on Wednesday 9th June 2010 at 7.00 pm

PRESENT: Councillor C Oakes (Chairman), R Bickford, P Clements, G Ellison, M Gee, W Phillips, C Riches, P Stephens ISM

ALSO PRESENT Mrs F de Rijke-Winter
Councillor Mrs S Hooper MBE (Town Clerk)
Mrs A-J Thomas (Administration Officer)

APOLOGIES: Councillor A Killea (Mayoral engagement)

36/10/11 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

It was unanimously **RESOLVED** that Councillor Oakes takes the Chair for the election of Chairman and Vice-Chairman of the Committee.

It was unanimously **RESOLVED** that Councillor Oakes is elected Chairman of the Committee and Councillor Clements is elected Vice-Chairman of the Committee for the ensuing year.

37/10/11 DECLARATIONS OF INTEREST

Councillors Bickford, Clements, Ellison and Gee declared a personal interest in minute number 39/10/11 regarding Elwell Woods.

Councillor Stephens declared a personal interest in minute number 48/10/11(d) regarding Yellow Tor Lane as his son lives nearby.

38/10/11 CHRISTMAS EVENT

(a) Following the resignation of Mr Down as MC a number of names were mentioned as possible replacements. It was **AGREED** that Councillor Riches approaches one of the people suggested and asks if he would be willing to undertake the role.

(b) Councillor Mrs Hooper will apply for the street collection permit.

39/10/11 ELWELL WOODS

Councillor Ellison reported that SWRA had not yet been able to draw down the Lottery funding as:

(a) planning permission is still not in place. The delay is due to the requirement for both a bat and wildlife survey which are still awaited.

(b) a lease is still awaited from Cornwall Council to the Town Council who will then draw up a sub-lease to SWRA.

It was **AGREED** to send a letter to Mr Perry at Cornwall Council with a copy to Mr J Sawle at the Chief Executive's Office asking for this to be prioritised. The Mayor will write the letter.

- (c) Councillor Gee is currently acting Finance Officer for the Town Council and reported that there is approximately £5k funding left for the project in the budget. Councillor Ellison confirmed that there was also £15k that came from Caradon District Council.

40/10/11 GROUND'S MAINTENANCE

The Clerk reported that some plants had died during the warm weather in May. Watering was normally done between July and September.

It was **RECOMMENDED** that the bowser is hired from Morris Leslie and noted that there was £2k available in the precept for watering.

41/10/11 BUS SHELTERS

- (a) Following a discussion on the bus shelter waiting list, three possible sites were identified at Broad Walk, Yellowtor Road and Grenfell Avenue.

It was **AGREED** that Essa Ward Councillors will look for a suitable site on Broad Walk before proposing the site to Cornwall Council.

It was **RECOMMENDED** that two shelters are installed:

- (i) on Yellowtor Road, opposite the existing shelter
- (ii) on Broad Walk

subject to the shelters identified as suitable by Fernbank being in place and a contract agreed.

Councillor Ellison reminded Councillors that there was an agreement in place for two free shelters per year from Cornwall Council.

- (b) It was **AGREED** that the Clerk will draft a letter for the formal consultation regarding the bus shelter in Carkeel and Councillors Clements and Riches will deliver it. The responses will be discussed at the next meeting.
- (c) Councillor Clements reported that Fernbank had looked at the bus shelter list and had proposed the following sites for new free shelters:
- Callington Road, opposite Lidl
 - Callington Road, opposite St Anne's rest home
 - Callington Road, opposite the football club

They have also proposed relocating the shelter on Callington Road opposite the Fire Station and proposed smaller shelters (4 sheets) on the Carkeel inbound and outbound sites.

Fernbank proposed a 20 year contract which would include taking over the responsibility for the Adshell shelters when that contract expires in two years.

The Clerk advised that the erection of the shelters would have to be in consultation with Cornwall Council and that she will contact Mrs Rebecca Dickson with details of the proposals.

It was **AGREED** to ask Fernbank to provide a formal contract for Councillors to consider.

- (d) Miss Miller asked if the bus stop on North Road (near the Tamar Bridge) could be moved next to the shelter as the buses would not stop there.

It was **AGREED** to write to National Express and Western Greyhound pointing out that a shelter has been built but people are reluctant to use it as they are concerned that they might miss the bus.

42/10/11 ALLOTMENTS

Councillor A Killeya had sent a report on the following items to the Committee:

- (a) He is still talking to Cornwall Council about the site at Grenfell Avenue with the support of Simon Swale but progress is slow.
- (b) There doesn't appear to have been any progress on the allotments at Hatt. It was **AGREED** to write to WH Bond requesting an update on the situation.

It was noted that a number of people on the allotment waiting list had now taken allotments on the new site at Trerulefoot, including the Chairman of the Allotments Association. Councillor A Killeya has contacted him to establish whether the delay at the Holland Inn has had a detrimental effect on the interest in the Allotments Association.

- (c) A letter had been received from an allotment holder who had complained about the fence and paths. This was noted as ongoing.

43/10/11 STREET LIGHTING

- (a) The Clerk was asked to check whether the letter regarding the light on the footpath between Longmeadow Road and Hillside Road has been sent.
- (b) Councillor Riches reported that lighting is now being installed at Pillmere on the footpaths and cycle paths. Although it is not yet complete progress is being made and he will keep the Committee updated.

44/10/11 SEATS

Councillors had inspected seats around Saltash and it was noted that a number are in need of attention, either painting or replacement slats. Some of the seats

belong to the Town Council and some are the responsibility of Cornwall Council. Councillors were asked to report any seats that they notice in need of attention.

It was **AGREED** to:

- (a) write to Trevor Jones at Cornwall Council regarding the seats with broken slats in Fore Street requesting that they are repaired and painted.
- (b) ask the Burial Board to check the condition of the seats at the cemetery and report any that need attention.

It was **RECOMMENDED** that the caretakers are asked to paint the seats that the Town Council are responsible for at Huntley Gardens and the Town Council provide the materials.

45/10/11 BLUE PLAQUE SCHEME

Councillor A Killeya had sent a report for the Committee. It was noted that:

- (a) the sub-committee are hoping to apply to Awards for All for a grant of £3,000 to provide 12 plaques.
- (b) £500 towards the project has been agreed from S106 monies.
- (c) alternative sites may be needed if some of the potential sites do not give permission.
- (d) the scheme will be mentioned in the Mayor's Observer asking for additional nominations.

46/10/11 UPDATE ON PILLMERE ROUNDABOUT

The Clerk reported that the guidelines are now in place.

It was **RECOMMENDED** that the offer of sponsorship from Total Designs is accepted and that the Clerk contacts the company.

47/10/11 WEEDS AND GRASS CUTTING

It was reported that grass cutting is now being undertaken by Cornwall Council who have assured the Town Council that the Waterside area will be cut and tidy in time for the Regatta.

Councillor A Killeya reported that he had recently discovered that some parishes are undertaking grass cutting in partnership with Cornwall Council. As the newly appointed Clerk has experience in this area it may be something that the Town Council wish to pursue in the future.

It was **AGREED** that Councillors will continue to monitor the situation.

48/10/11

FOOTPATHS

- (a) There was nothing further to report on the bridges between Berry Park and Pillmere.
- (b) No problems have been reported since the gate between Gilston Road and Badgers Walk was unlocked. It was felt that it should remain open if there are no objections.

It was **AGREED** to write to Cornwall Council requesting that the gate be fastened open.

- (c) It was **AGREED** to defer considering tender documentation for footpaths for a year.
- (d) Councillors had visited the site at Yellow Tor Lane where the owners of Yellow Tor bungalow have obstructed the lane, claiming it is private land. Councillor Clements has been unable to establish whether it is a public highway.

It was **AGREED** to write to the owner of the property asking that the obstruction is moved or that he proves ownership.

It was **RECOMMENDED** that Councillor Clements is reimbursed for costs that he has incurred.

- (e) Councillor Clements will speak with Linda Holloway to obtain a mutually convenient date for a meeting.
- (f) Councillor Clements reported that he has sent numerous e-mails to Cornwall Council about the current state of Public Footpaths recently regarding problems he has found on public paths.

49/10/11

PARKS AT PILLMERE

Councillor Riches stated that the officer at Cornwall Council had informed him that no money had been put aside by the previous District Council for the maintenance of the village green area or the finishing of the play parks. He feels that Caradon District Council had a tacit agreement in place for the provision and upkeep of 2 large and 3 small parks and that there always was an agreement to take on most of the public open spaces.

It was **AGREED** that Councillor Riches will seek an opinion from the Legal Officer at Cornwall Council on this matter and report back to the next meeting.

50/10/11

COMMUNITY TOILET SCHEME

Councillor Ellison has not yet spoken with the owners of The Cecil.

It was **AGREED** to speak to the owners of The Brunel about the scheme when it reopens.

It was noted that a price is to be obtained for installing a baby changing unit in the disabled toilet in the Guildhall.

51/10/11 HIGHWAYS AGENCY

Councillors A Killeya, Mrs Hooper and Clements had met with representatives from the Highways Agency. The Town Council has an informal agreement from the Highways Agency that they will pay 5 years of back payment plus 2010/11 (a total of £16,500 which may come in more than one instalment) in return for which the Town Council then take on a Section 142 agreement to maintain the land in future without further payment. The Clerk has sent an invoice and a reply is awaited from the Highways Agency with formal approval and a legal agreement to sign which will have to be considered by the Town Council.

52/10/11 CHRISTMAS TREE LIGHTS

Councillor Reid had obtained a quote for new Christmas tree lights from Blachere who will be supplying new festive lighting for the Town Council. If the lights were ordered with the festive lighting there would be no carriage charge.

It was **RECOMMENDED** that the quotation of £425.00 + VAT for new Christmas tree lights is accepted.

53/10/11 ONGOING REPORTS FOR NOTING

- (a) Blue Collar Worker.
 There was nothing further to report.
- (b) Offer of seat.
 There was nothing further to report.
- (c) Grounds Maintenance Phase V.
 Councillor Mrs Hooper reported that a meeting has to be arranged.
- (d) Dog fouling.
 This is ongoing.

54/10/11 PRESS RELEASES

There were no press releases.

55/10/11 DATE OF NEXT MEETING

Wednesday 14th July 2010 at 7.00pm.

Signed: _____
 Chairman

Dated: 1st July 2010 _____