

## **SALTASH TOWN COUNCIL**

### **Minutes of a Meeting of the Civic Amenities Committee held in The Guildhall on Wednesday 10<sup>th</sup> November 2010 at 7.00 pm**

**PRESENT:** Councillors: P Clements (Chair), R Bickford, G Ellison, M Gee, P Stephens ISM.

**ALSO PRESENT:** Peter Gunn (MC Christmas Event), one member of the public (part), one member of the press, Ray Lane - Town Clerk.

**APOLOGIES:** Councillors: C Oakes, W Phillips, A Killea, C Riches.

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#### **132/10/11      DECLARATIONS OF INTEREST**

Councillors Bickford, Clements, Ellison and Gee declared a personal interest in any matters relating to minute **137/10/11**.

Councillor Stephens declared a personal and prejudicial interest in minute **134/10/11**.

Councillor Clements declared a personal interest in minute **134/10/11**.

Councillor Stephens declared a personal and prejudicial interest in minute **140/10/11**.

#### **133/10/11      FOOTPATHS**

- (a) The Chairman reported that definitive maps were now available for members at the Guildhall followed by an update on footpath repairs undertaken and outstanding to date.  
The Chairman also informed members regarding current access issues and those that had been referred to the Secretary of State and others to the Definitive Plan Officers.
- (b) The Chairman reported he had no response to date following a meeting with Linda Holloway.
- (c) It was agreed not to pursue "Walkers are Welcome" due to the current issues of footpath maintenance and access rights.

It was **RESOLVED** that the reports be noted.

**Prior to the next item Councillor Stephens declared a personal and prejudicial interest stating that he would be available for members' questions prior to leaving the meeting for the item.**  
**Councillor Stephens responded to members questions prior to leaving the chamber.**

#### **134/10/11      FESTIVAL FUND**

- (a) Members considered an application from Saltash Mayfair for £5000 (copy on file).

It was **AGREED** to **RECOMMEND** to Full Council that £3000 be awarded from the 2011/12 fund subject to:

1. Funds being budgeted, precepted and available in the 2011/12 budget.
2. An agreement be made that any funding would be dependent on suitable acknowledgements (name and logo's) in all publicity materials be included promoting the Town Councils support.
3. The event to engage Town Council ethical and environmental policies and practices.

**Councillor Stephens returned to the meeting and declared a prejudicial interest in minute 134/10/11 (b).**

**Councillor Stephens left the meeting.**

- (b) Pursuant to minute **117/10/11** members considered further information in support of an application from the Emergency Services Road Awareness Day 2011 (copy on file).

It was **AGREED** to **RECOMMEND** to Full Council that £3000 be awarded from the 2011/12 fund subject to:

1. Funds being budgeted, precepted and available in the 2011/12 budget.
2. That any surplus funding after event expenses have been settled be used to pay back the Town Council's funding before any surplus funds are donated to charity.
3. An agreement be made that any funding would be dependent on suitable acknowledgements (name and logo's) in all publicity materials being included, promoting the Town Council's support.
4. The event to engage Town Council ethical and environmental policies and practices.

**Councillor Stephens returned to the meeting.**

#### **135/10/11      BUS SHELTERS**

- (a) The Chairman reported that a meeting held with Ferndale Advertising had determined that Ferndale would liaise with the Area Highway Manager to finalise an agreement on the location of the shelters whereupon the Town Council can place a notice in the paper to satisfy the consultation process. Following this process the installation of the free shelters may commence and the takeover of the existing shelters upon the expiry of the existing contract with Adshell.
- (b) The Clerk reported that an order had been placed with Highways to move the bus stop in North Road to the shelter.

#### **136/10/11      CHRISTMAS EVENT**

- a) The Chairman, Clerk and MC for the event updated members on arrangements to date.

- b) The Clerk reported that the Mayor had received a number of submissions for the poster competition, from which he had selected a 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> and that the winner would receive a prize from the Mayor at the event.
- c) It was reported that an air horn would be required for the event and additional assistance from members would be appreciated.

It was **RESOLVED** that:

- 1. An air horn be purchased for the event.
- 2. Councillors be requested to help at the event.
- 3. A press release be issued inviting children to attend with battery lit torches.

#### **137/10/11      ELWELL WOODS INCLUDING ANY FINANCIAL MATTERS**

Councillor Ellison informed members that:

- 1. Planning permission had been achieved.
- 2. He had signed the underlease declaration on behalf of SWRA and the lease would be finalised imminently.
- 3. Following four months of protracted and repeated requests to Cornwall Council to instigate their establishment as the accountable body for the project, no meeting had yet been held and that, should a meeting not be agreed to soon, then alternative methods would need to be adopted to achieve a response from Cornwall Council.

It was **RESOLVED** that:

- 1. The report be noted
- 2. Councillor Ellison issue a press release seeking volunteers to clear the scrub land in an environmentally friendly way to safeguard the wildlife.

#### **138/10/11      GROUNDS MAINTENANCE**

- (a) The Clerk informed members that the hedges at the cemetery were due to be cut back when the contractor was available to do so.

It was **RESOLVED** that the report be noted.

#### **139/10/11      ALLOTMENTS**

##### **(a)      Grenfell Avenue**

The Clerk reported that he had visited the site with the Mayor and it had been determined that the site was suitable for three allotments and that works to prepare the site, previously agreed by this committee, would commence upon the receipt of the lease from Cornwall Council.

It was **RESOLVED** that the report be noted.

##### **(b)      Fees and Charges**

Members considered allotment fees and charges for 2011/12.

It was **RESOLVED** that comparison charges be sought from neighbouring authorities in order to consider future fees.

**140/10/11**      **STREET LIGHTING**

- (a) Footpath between Longmeadow Road and Hillside Road.

The Clerk informed members of a response he had received from Cornwall Council in relation to the provision of street lighting.

It was **RESOLVED** that no further action be taken due to the cost.

**Prior to the next item Councillor Stephens declared a prejudicial interest and left the meeting to return in his capacity as a member of the public.**

- (b) Moorland View.

**In his capacity as a member of the public, Councillor Stephens distributed a paper listing issues relating to problems encountered by residents (copy on file) and reported on an unsatisfactory response he had received from Cornwall Council regarding the issue of lighting, whereby highways had declared no responsibility, and that he had no response from Housing since August.**

**He then responded to questions from members prior to leaving the meeting.**

Members considered the issue and the Clerk reported on a response he had received from Cornwall Council which considered the land as private and as such would carry out lighting work but at starting cost of £6000.

It was **RESOLVED** that a letter be sent to the Director of Housing and County Councillor Holley, referring to the health and safety and public safety issues the lack of lighting created, together with the paper as distributed by Councillor Stephens.

**Councillor Stephens returned to the meeting.**

**141/10/11**      **SEATS**

The Clerk notified members that the Caretakers had now commenced works on the benches.

Members considered the condition of benches in Fore Street.

It was **RESOLVED** that Councillor Ellison inspect the benches and report back with condition and maintenance recommendations to the next meeting.

**142/10/11**      **PARKS AT PILLMERE**

No report.

**143/10/11      HIGHWAYS AGENCY**

The Chairman also took agenda item 20 c under this item.

The Clerk reported that he had now located paperwork and quotes referring to Phase IV and V works and was in the process of instigating the works.

It was **RESOLVED** that the report be noted and that Highways Agency and Grounds Maintenance Phase V works agenda items be merged for reporting purposes.

**144/10/11      UPDATE ON CCTV**

The Clerk reported that a consultation meeting was being held by Cornwall Council and that Councillors Austin and Oakes had been nominated to attend by Full Council.

It was **RESOLVED** that the report be noted.

**145/10/11      TOWN MESSENGER**

Members considered articles and the publication of the next edition of the Town Messenger.

It was **RESOLVED** that:

1. Councillor Ellison would write an article on Elwell Woods.
2. Councillor Austin would write an article on Churchtown Cemetery.
3. Councillor Gee would write an article on salt bins.
4. That the next edition would be distributed in January/February 2011.
5. The Clerk source the best value method of printing and distribution.

**146/10/11      REPORTS OF OVERHANGING TREES AND PLANT GROWTH**

The Clerk informed members about proposed works to an oak tree that is bordering the Guildhall and Church from an adjacent property, as reported by the Tree Warden.

It was **RESOLVED** that the report be noted.

**147/10/11      BLUE PLAQUE SCHEME**

No report.

**148/10/11      COMMUNITY TOILET SCHEME**

No report.

**149/10/11      INITIAL CONSIDERATION OF PRECEPT FOR 2011/12**

Members considered in detail setting the precept and determined that another meeting would be required to finalise the work.

It was **RESOLVED** that a single item Civic Amenities precept meeting be held on Monday 22<sup>nd</sup> November 2011 at 7pm, prior to the ICTT meeting.

**150/10/11      ONGOING REPORTS FOR NOTING**

- (a) Blue Collar Worker – Item now under Staffing Committee.
- (b) Offer of Seats – No report.
- (c) Grounds Maintenance Phase V – item taken under minute **143/10/11**.

**151/10/11      PRESS RELEASES**

- 1. A press release be issued inviting children to attend the Christmas Switch On Event with battery lit torches.
- 2. Councillor Ellison issue a press release seeking volunteers to clear the scrub land at Elwell Woods in an environmentally friendly way to safeguard the wildlife.

**152/10/11      DATE OF NEXT MEETING**

Wednesday 8<sup>th</sup> December 2010.

Meeting Closed 10.10pm.

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

Dated:      2<sup>nd</sup> December 2010