

## **SALTASH TOWN COUNCIL**

### **Minutes of the Meeting of Services Committee held at the Guildhall on Thursday 14th October 2021 at 6.30 pm**

**PRESENT:** Councillors: R Bickford, R Bullock, G Challen, L Challen, J Dent, S Gillies, S Martin (Vice-Chairman), J Peggs (Chairman), B Samuels, P Samuels and G Taylor.

**ALSO PRESENT:** S Burrows (Acting Town Clerk), R Enticknap (Service Delivery Manager), D Joyce (Administration Officer) and M Cotton (Assistant Service Delivery Manager)

**APOLOGIES:** M Griffiths, S Lennox-Boyd, S Miller and D Yates.

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#### **43/21/22 HEALTH AND SAFETY ANNOUNCEMENTS.**

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

#### **44/21/22 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.

None.

b. Acting Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

#### **45/21/22 QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL:**

None.

**46/21/22** **TO RECEIVE AND APPROVE THE MINUTES OF THE SERVICES COMMITTEE HELD ON WEDNESDAY 15TH SEPTEMBER 2021 AS A TRUE AND CORRECT RECORD.**

Please see a copy of the minutes on the STC website or request to see a copy at the Guildhall.

It was proposed by Councillor Martin, seconded by Councillor Bullock and **RESOLVED** that the minutes of the Services Committee held on Wednesday 15<sup>th</sup> September 2021 were confirmed as a true and correct record.

**47/21/22** **FINANCE:**

a. To receive the current Committee budget statement.

It was **RESOLVED** to note.

**48/21/22** **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

No report.

**49/21/22** **CORRESPONDENCE.**

None.

50/21/22

**TO RECEIVE AND NOTE CORNWALL COUNCIL'S FOREST FOR CORNWALL PRE-APPLICATION GUIDANCE AND CONSIDER A LOCATION FOR PLANTING.**

The Acting Town Clerk informed Members of the Town Council's successful application to Cornwall Council for a free Landmark Tree. Members received the guidance from Cornwall Council and further considered the tree's location and what the tree would represent.

The Acting Town Clerk confirmed the Service Delivery Team would plant the tree provided and sufficient protection be included to protect the sapling.

It was proposed by Councillor Dent, seconded by Councillor Taylor and resolved to **RECOMMEND** to Full Council to be held on Thursday 4<sup>th</sup> November 2021 to:

1. Apply to Cornwall Council for permission to plant a free landmark tree on Jubilee Green in celebration of the Queen's Green Canopy.
2. Plant the landmark tree in the official planting season of October 2021 to March 2022.
3. Upload the planting project to the interactive map on the new Queen Green Canopy website.

51/21/22

**TO CONSIDER A RECOMMENDATION FROM THE CLIMATE CHANGE AND ENVIRONMENTAL WORKING PARTY TO BUDGET FOR COMMUNITY TREE PLANTING INITIATIVES.**

Councillor Gillies briefed Members on the idea behind the request which includes working with the local schools as well as other community organisations to promote Climate Change.

Councillor Gilles confirmed the Working Party had been in contact with STC tree wardens who are assisting in identifying suitable locations for suitable species of trees and asked the Town Council to offer financial backing and support of the initiative at this early stage for the Party to further progress.

Members agreed the community planting initiative would coincide with the Saltash Neighbourhood Development (Green Boulevard) as well as support the impact of Climate Change.

Members further discussed including local schools in their network of trees in Saltash by offering schools the opportunity to plant trees on their site.

It was proposed by Councillor Dent, seconded by Councillor Gillies and **RESOLVED** to approve:

1. The Finance Officer to work into the Precept for the year 2022-23 a budget of £2,000 and to further forecast over the next five years.
2. To create a new budget code named – Community Tree Planting Initiatives.

52/21/22

**TO CONSIDER A DATE FOR THE TOWN 2021 CHRISTMAS LIGHT SWITCH ON.**

It was proposed by Councillor Dent, seconded by Councillor Taylor and **RESOLVED:**

1. To switch on the white river lights located in Fore Street on Thursday 4<sup>th</sup> November 2021.
2. The Mayor to officially switch on all other Christmas lights including the Christmas tree lights situated in Victoria Gardens on Thursday 18<sup>th</sup> November 2021 at 4:30pm to coincide with the start of late night shopping.
3. To request Rotary's Santa and his sleigh to attend the Christmas lights switch on to be held on Thursday 18<sup>th</sup> November 2021 at 4:30pm.

Members further discussed invitations to local school choir groups to attend the Christmas Lights switch on at Victoria Gardens to be held on Thursday 18<sup>th</sup> November 2021.

It was proposed by Councillor G Challen, seconded by Councillor Taylor and **RESOLVED:**

1. To give delegated authority to Councillor Martin to invite the local school choir groups to attend the Christmas lights switch on at Victoria Gardens to be held on 18<sup>th</sup> November 2021 at 4:30pm.
2. That Councillor Martin reports back at the Extraordinary Services Precept meeting to be held on Wednesday 3<sup>rd</sup> November 2021.

53/21/22

**TO RECEIVE AND NOTE A SERVICE DELIVERY DEPARTMENT REPORT.**

It was **RESOLVED** to note.

**54/21/22**      **TO RECEIVE AND CONSIDER A REPORT ON DOG FOULING.**

It was proposed by Councillor Peggs, seconded by Councillor Bullock and **RESOLVED:**

1. That the SDM obtains associated costs of additional Cornwall Council Enforcement Officer hours for Saltash reporting back at the next Services Committee meeting to be held on 8<sup>th</sup> December 2021.
2. That the Administration Department issue a Survey Monkey Poll requesting the community to confirm the hotspot areas for dog fouling reporting the results back at a future Services Committee meeting for Members to consider the purchase of dog fouling enforcement signs.
3. To request Cornwall Council's permission to stencil the school routed pavements to assist in educating the community on the issues of dog fouling.
4. To not pursue the Enforcement Officer training.

**55/21/22**      **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.

**56/21/22**      **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**57/21/22**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**58/21/22**      **TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

None.

59/21/22

**TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

It was proposed by Councillor Peggs, seconded by Councillor Taylor and **RESOLVED** to issue the following press and social media releases:

1. Community Survey Poll to identify dog fouling hotspot areas.
2. Christmas Lights Switch on event.
3. Community tree planting initiatives.

**DATE OF NEXT MEETING**

Wednesday 3 November 2021 at 6.30 pm

Rising at: Time Not Specified

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

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