

SALTASH TOWN COUNCIL

Minutes of the Meeting of the Services Committee held at the Guildhall on Wednesday 9th February 2022 at 6.30 pm

PRESENT: Councillors: R Bickford (Vice-Chairman), R Bullock, J Dent, S Gillies, M Griffiths, S Lennox-Boyd, S Miller, J Peggs (Chairman) and D Yates.

ALSO PRESENT: 2 Members of the Public, H Frank (Cornwall Council), M Thomas (Senior Policy and Data Compliance Officer), R Enticknap (Service Delivery Manager) and D Joyce (Administration Officer)

APOLOGIES: Councillors: G Challen, J Foster, S Martin and P Samuels.

82/21/22 HEALTH AND SAFETY ANNOUNCEMENTS

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

The Chairman thanked the Senior Policy and Data Compliance Officer for her attendance at this evening's meeting in the absence of the Acting Town Clerk.

83/21/22 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.

Councillor	Agenda Item	Pecuniary / Non-Pecuniary	Reason	Left the Meeting
Dent	8	Non-Pecuniary	Husband affiliated with Maritime Cadets	Yes

- b. The Senior Policy and Data Compliance Officer to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

84/21/22 **QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL**

None.

85/21/22 **TO RECEIVE AND APPROVE THE MINUTES OF THE SERVICES COMMITTEE HELD ON WEDNESDAY 8TH DECEMBER 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 Peggs, seconded by Councillor Bickford and **RESOLVED** that the minutes of the Services Committee held on Wednesday 8th December 2021 were confirmed as a correct record.

86/21/22 **TO RECEIVE THE CURRENT COMMITTEE BUDGET STATEMENT AND CONSIDER THE RECOMMENDED VIREMENT.**

It was proposed by Councillor Dent, seconded by Councillor Bullock and **RESOLVED** to note the current committee budget statements.

The Chairman briefed Members on the overspend of £1,008 against Services budget code 6525 Public Toilets (Repairs & Maintenance Costs).

It was proposed by Councillor Bickford, seconded by Councillor Gillies and **RESOLVED** to approve the virement of £1,500 from the Services budget code 6522 Pontoon (Maintenance Costs) to budget code 6525 Public Toilets (Repairs & Maintenance Costs).

87/21/22 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

No report.

The Chairman announced the next item of business to be received is agenda item 13.

88/21/22

TO RECEIVE A PROPOSAL FOR THE RENOVATION OF SUMMERFIELD PARK BY FRIENDS OF SUMMERFIELD AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Councillor Miller arrived and joined the meeting during this item.

Members discussed the proposal for the renovation of Summerfield Park that had been received.

Councillor Griffiths confirmed that the Friends of Summerfield Park Committee were aware that Cornwall Council are responsible for the area and have liaised with both Cornwall Councillors and Cormac. The Committee are actively fundraising and also wish to pursue available grants to refurbish and then maintain the park. Cornwall Councillor Hilary Frank confirmed that there is s106 money available for the area.

The Friends of Summerfield Park Committee wish to work proactively with Saltash Town Council as well as the other agencies involved to move the project forward

It was proposed by Councillor Bickford, seconded by Councillor Griffiths and **RESOLVED** to support the Friends of Summerfield Park Committee, working in conjunction with Cornwall Council. Councillors Griffiths, Peggs and Essa Ward Councillors will actively liaise with the Committee.

It was further proposed by Councillor Bickford, seconded by Councillor Peggs and **RESOLVED** to refer to the Devolution Sub Committee for further investigation.

Councillor Dent declared an interest in the next agenda item and left the meeting.

89/21/22 **TO RECEIVE AND CONSIDER A REQUEST FROM SALTASH MARITIME CADETS TO UTILISE TOWN COUNCIL LAND IN PILLMERE.**

The Chairman invited the representatives of the Maritime Cadets to present their proposal to the Committee.

The representative explained to Members the reasons for the request for use of land adjacent to the unit used by the Cadets in Pillmere. The land would assist in facilitating numerous outdoor activities that are not currently offered to the Maritime Cadets. Their insurance policy requires an agreement from the landowner before use of any land not in their ownership.

The Service Delivery Manager confirmed the parcel of land identified is owned by Saltash Town Council but not currently maintained by the Service Delivery Department.

The Chairman advised the representatives that a formal agreement would be required and legal costs met by Saltash Maritime Cadets. The representatives confirmed this was understood.

It was proposed by Councillor Peggs, seconded by Councillor Miller and **RESOLVED** to give delegated authority to the Acting Town Clerk to further progress the request for use of land at Pillmere subject to necessary legal, insurance, access requirements and costs being met by the applicant.

Councillor Dent was invited and returned to the meeting.

90/21/22 **TO RECEIVE AND NOTE A REPORT FROM THE SERVICE DELIVERY DEPARTMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note the Service Delivery Department report and to review the monitoring of sharps incidents at a later date should occurrences increase.

91/21/22

TO CONSIDER FESTIVE LIGHTS, DECORATIONS AND INSTALLATION OF A BEACON FOR THE QUEENS PLATINUM JUBILEE CELEBRATIONS AND ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Councillor Bickford briefed Members on the condition of the Town Council owned wood burning beacon which has been in storage at Churchtown Cemetery. Councillor Bickford added that a smaller gas lit beacon was also available for use for the Jubilee Celebrations.

Members discussed the various options, implications, work schedules and costs relating to either purchasing a new beacon or refurbishing the Council's wood burning beacon.

It was proposed by Councillor Bickford, seconded by Councillor Gillies and **RESOLVED** that the Service Delivery Manager:

1. Further investigates accurate costings for the refurbishment of the original wood burning beacon
2. Enquires with Cornwall Council for permission to remove a bush and install the wood burning beacon at the site identified on Jubilee Green.
3. Submits a report for Member's consideration at the following Full Town Council meeting scheduled to be held on Thursday 3rd March 2022.

92/21/22

TO RECEIVE AND NOTE A REPORT ON THE CURRENT CHRISTMAS LIGHTS AND 2022 CHRISTMAS LIGHT SWITCH ON EVENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.

Members discussed options for the Christmas Light Switch on Event 2022 and the need for secure electrical cabinets and improved lighting, systems and decorations.

It was proposed by Councillor Peggs, seconded by Councillor Lennox-Boyd and **RESOLVED** to give delegated authority to the Service Delivery Manager to:

1. Obtain quotes for warmer lighting and hanging decorations to be situated in Fore Street with a report to be received at a future Services Committee meeting.
2. Further progress with infrastructure improvements including secure electrical cabinets and automated functionality, where possible, with works to be completed in time for the Jubilee celebrations.

93/21/22 **TO RECEIVE AND NOTE A REPORT ON NON-HERBICIDE WEED CONTROL AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members considered the report and recommendations from the Service Delivery Manager.

The Service Delivery Manager confirmed to Members that the purchase of the equipment recommended would be cost effective and time saving resulting in further costs being saved within the SD department.

It was noted that redundant equipment may be sold on.

It was proposed by Councillor Griffiths, seconded by Councillor Gillies and **RESOLVED** to approve the purchase of:

1. RipaGreen Mobile Kit – Thermal Heat lance and back pack at a cost of £1,950 + VAT
2. Kersten TSM900 flail mower attachment to fit UBS power unit at a cost of £1,895 + VAT
3. Kersten UBS 14 PTO 2 wheeled Tractor c/w front sweeper attachment and weedbrush attachment at a cost of £7,650 + VAT
4. WeedGo Pro weed removal brush to fit strimmer at a cost of £445 + VAT

Total cost of £11,940 + VAT to be allocated within budget to the following budget codes:

- BA EMF 6071 Replace Machinery and Equipment
- Services EMF 6578 Equipment and Vehicles.

94/21/22 **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.

95/21/22 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

96/21/22 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

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

97/21/22 TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.

None.

98/21/22 TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.

It was proposed by Councillor Lennox-Boyd, seconded by Councillor Peggs and **RESOLVED** to issue the following Social Media and Press Releases:

1. STC's commitment to using non-herbicide methods for the removal of weeds.

DATE OF NEXT MEETING

Thursday 21st April 2022 at 6:30p.m.

Rising at: 8.30 pm

Signed: _____
Chairman

Dated: _____