

To receive reports from the Service Delivery Department and consider any actions and associated expenditure - Departmental Report

1. Repair work to the railings and gates at the Borough War Memorial

We requested a quote for the restoration of the railings and gates for the Borough War Memorial at St Nicholas and St Faith Church. This is a complex repair job as it requires a specialised contractor to complete the work correctly.

The work would require removing the railings and pillars, one section at a time. This will enable the contractor to take the railings to the workshop to be sand blasted, repaired, treated, painted and then re-instated. This work is estimated two months to complete.

Images below of the condition of the railings and gates:



Quotation for the restoration of war memorial railings and gates.

Remove railings, gates, pillars for treatment and re-installed.

Total Cost - **£13,600**

37/24/25 minute from the Property and Maintenance meeting

Outdoor Land and Fences 15.

No further funds be allocated to budget code 6588 SE EMF for the year 2025/26. The Town Council to further investigate funding that may be available to rejuvenate the railings.

There is no budget or plan currently set aside for the work. However, there may be an opportunity to seek funding for the works to be undertaken.

2. Longstone Park toilets operating hours

With the recent introduction of the CCTV cameras to each of the toilet blocks, we have seen a much-improved reduction in the level of damage to the public toilets. However, some minimal damage, such as, broken hand soap dispensers and toilet roll holders has taken place. We have reported one incident to the police since the last Services meeting in October, relating to needles found at Alexandra Square toilets.

The current operational hours are April to the end of September and closed from October through to the end of March.

Members are asked to consider opening Longstone Park toilets for an extended period over the winter months (October to March 08:30 to 17:00) for the rest of 2024/25 and all of 2025/26 subject to the Minister Cleaning availability.



Additional associated cost below is provided by the Finance Officer; clarification would need to be sought by Minister Cleaning (The Contractor):

January to March 2025 £416.30 per month = £1,248.90 X 3 months

Current available budget 6531 Public Toilet Commercial Cleaning £15,203

Sufficient funds available against the 2024-25 budget subject to Minister Cleaning confirming the exact costing.

October 2025 to March 2026 (X6 months) £429.74 per month = £2,578.44 X6 months

Budget Setting 2025-26 £38,469

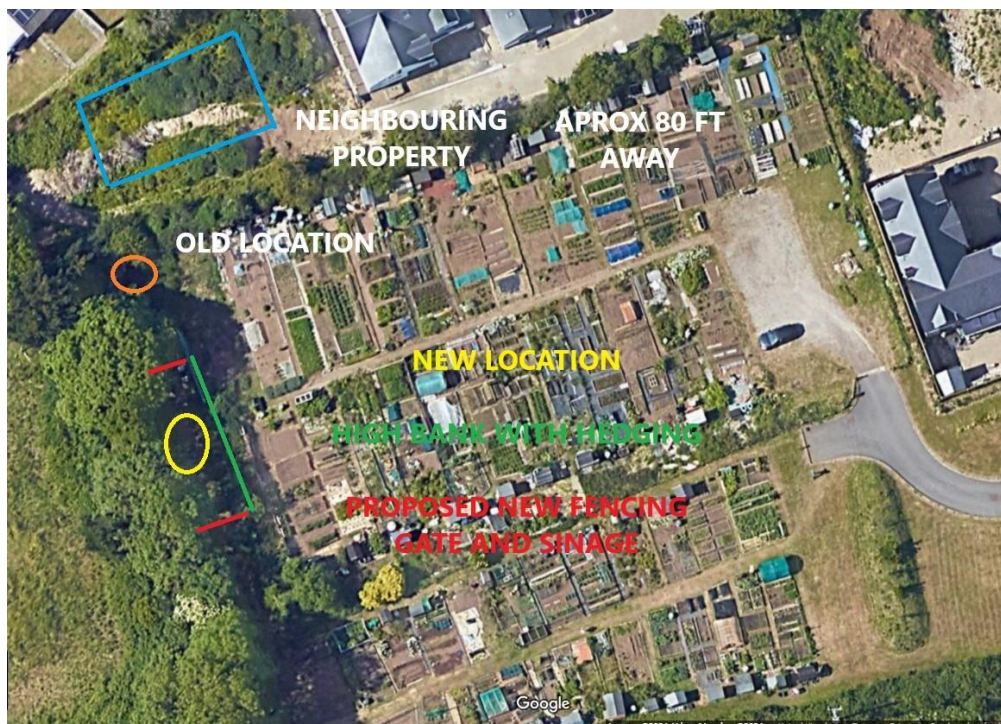
Sufficient funds available against the 2025-26 budget subject to Minister Cleaning confirming the exact costing.

3. Beehive area at Churchtown Allotments

Below is a plan showing the old location of the beehives circled in orange that were close to the neighbouring property (shown in blue). The beehives have been moved approximately 80 feet away from the properties earlier this year. The hedgerow and corner area has grown creating a good barrier.

The new location for the hives shown in yellow, is open for bee flight down the centre of the allotments. There is a bank in front of the hives that push the bees upward, shown in green. This takes them away from the plots closest to the hives.

It is recommended to install open post and rail fencing at either end (marked in red on the map below) with a gate entrance at the widest end for access. This will help deter anyone from entering the site. There is some heras fencing (open mesh fencing) in situ now placed by the beekeepers, however, this is not the correct fencing for this site. Appropriate signage is also required.



A few dead ash trees will also need to be cut back from the area for safety reasons, this will also help open the area for the bees.

The appointed tree contractor has provided a quote to cut the trees at **£385** to be allocated to budget code 6500 SE Tree survey and maintenance.

The cost to install fencing, gate and signs will be approximately **£500** allocated to budget code 6506 SE Grounds Maintenance and Watering. Installed by Service Delivery.

Available Budgets:

6500 SE Tree survey and maintenance £6,614

6506 SE Grounds Maintenance and Watering £4,326

Members are asked to consider approving the above works delegating to the Service Delivery Manager to implement. Associated cost to be allocated to the above budget codes.

4. Bowling Club Water Supply

We have been advised by the Bowling Club Secretary that they are in the process of arranging for the current joint water supply shared with Longstone Depot to be separated. The Bowling Club will then have a new water supply fitted so that the water bills will no longer be separated by the Town Council Finance Department.

The Bowling Club are dealing directly with Cornwall Council and the contractors, there is no impact to the Town Council. There will be no disruption to the Depot during the works, the water connection will be outside of the boundary. The current joint pipe will be capped off from the Depot.

A meeting between all parties is to take place on the 17 December 2024 to discuss the work program.

This is a positive outcome for STC as we will have one water bill to manage going forward. The Service Delivery Manager will advise the Accounts and all departments once the work has been completed so the adjustments and meter reading can be confirmed.

Members are asked to note the update.

5. Projects undertaken since the last Services Committee meeting

- Fore Street black electrical boxes

Six boxes have been re-painted along with new hazard signs for better presentation. These boxes supply the Town Christmas lights and PA system.



- Waterside pathways

From the Union Pub, along to the far end of Jubilee Green, the pathways and car park areas have been strimmed, weeded and hedges cut back, to make the paths safer and look more attractive.

The first cut took a team of four SDGA two days to clear due to the lack of maintenance. The next cut won't take as long or require four members of staff. The work has now been scheduled in the dept work program, the area will be monitored and maintained as required.

Data is being recorded to allow the Services Committee the opportunity to better understand the true maintenance cost to the Town Council. This will also help with any future long-term commitments to the area.

Members are aware of the Cormac barriers on part of the grass section, close to the staff cabin. The holes are under investigation by Cornwall Councils coastal erosion team. This is an ongoing project with a deeper inspection scheduled for January 2025. Further details will be provided at that time.

Before image



After image



- Elwell Woods

Some time was set aside to work with Saltash Environmental Action (SEA) to secure some steps to the pathways and open some areas so that they can consider planting of trees and native plants. Also, cutting back the orchard area to help keep back the invasive plants growing through the woods.



- Train Station Planting Areas

Our aim is to make the station platform an experience when arriving at Saltash. We have started with clearing the beds and cutting back the hedging to make the beds much neater. Work will continue to transform the planting areas over time.



- Fairmead Allotments

The allotment required some work replacing the old fencing and re-siting the entrance gate. We have also been adding some steps to the upper slope side making the slope safer for the tenants accessing the plots. This has also included clearing the central pathways and adding an extra water tap for the tenants to use.



Further work will be carried out during 2025 to make the site as safe as possible.

Positive feedback has been received from the tenants for the work carried out. This has been passed to the Team as it is motivational to receive these comments.

- Pillmere Estate

There is always work to be carried out on Pillmere due to the number of trees and green spaces on the estate. Below is an example of some work carried out to clear some trees and hazards to make the pathway safer. We are now coming into the winter period which gives us the opportunity to cut back hedging and trees to the main pathways. Grass areas may require a further cut depending on weather conditions.



Members are asked to note the update.

- St Stephens Old Ashes Area

The ashes area was not looking its best, so we have re-purposed some stone and created a much nicer environment for the families to visit. We also removed a few overhanging branches to make it safer. We will be planting wildflowers in the spring to the centre square.



Members are asked to note the update.

- Christmas trees, flags and lights in Fore Street & Waterside

The red and blue Christmas flags have been placed in Fore Street to add some colour to the decorations. We hope you have noticed them! These will be reused or added too next year.



The new festoon lights have been fitted along with the existing Christmas lights down the length of Fore Street. Some extra lighting has been added to the tree area by the Banking Hub. The Waterside festoon lights have been repaired and working the full length.



The Town Christmas trees look great this year, they are between 25 to 30ft tall. The Spruce Tree is in Victoria Gardens and the Nordic pine tree is at the Waterside. We are interested in how the different types of trees cope with weather in their current locations and how long they last up to January.



The Waterside festoon lighting has also been repaired and extended to stretch the lighting across from one end of the Jubilee Green across to the entrance of the car park, and across the Waterside Green. We have also replaced the bulbs to be more efficient.





Members are asked to note the update.

- Waterside Toilets upgrade

129/23/24 TO RECEIVE REPORTS FROM THE SERVICE DELIVERY DEPARTMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE:

It was proposed by Councillor Peggs, seconded by Councillor Martin and RESOLVED to approve the Service Delivery Department to undertake maintenance works to bring the Waterside toilets to a better standard before the summer season, at a maximum cost of £3,000 allocated to budget code 6580 EMF Public Toilets (Capital Works) 23/24.

During November the department have been working to upgrade and improve the Waterside toilets.

A lot of work has been carried out removing old and broken items, preparation to be ready for re-painting the walls and ceilings, cleaning floors, fixing and replacing sinks, hand dryers, door locks and other items.

This will make a big difference to the toilets and Waterside location for the public. Below are some images showing the work in progress.



Members are asked to note the update.

- Winter Planting

This year the Town summer planting areas have lasted much longer than expected so we have left the flowers in place until recently. We have now taken out any dead plants or flowers to be replaced with winter planting. We have also added some additional attractive and evergreen plants to the planters and beds. Over time this will create a greener area and will be lower maintenance. We will still add some colourful flowers to the beds in the spring.



Members are asked to note the update.

End of Report
Service Delivery Manager