

## SALTASH TOWN COUNCIL

### Minutes of the Meeting of The Services Committee held on the Guildhall on Wednesday 14th July 2021 at 6.30 pm

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

**ALSO PRESENT:** 5 Members of the Public, S Burrows (Acting Town Clerk), D Joyce (Administration Officer) and R Enticknap (Service Delivery Manager).

**APOLOGIES:** R Bullock (Early departure), G Challen, M Griffiths and A Pinckney.

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#### **1/21/22 HEALTH AND SAFETY ANNOUNCEMENTS**

Councillor Bickford in the Chair.

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

#### **2/21/22 TO ELECT A CHAIRMAN**

It was proposed by Councillor Dent, seconded by Councillor Martin and following a vote **RESOLVED** to elect Councillor Peggs as Chairman.

Councillor Peggs asked Members if Councillor Bickford could remain in the Chair for this meeting only.

Councillor Bickford remained in the Chair for this meeting only.

#### **3/21/22 TO ELECT A VICE CHAIRMAN**

It was proposed by Councillor Peggs, seconded by Councillor Dent and following a vote **RESOLVED** to elect Councillor Martin as Vice Chairman.

Councillor Bickford asked Councillor Martin if she wished to Chair the meeting, it was agreed that Councillor Bickford would remain the Chair.

**4/21/22**      **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. Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

**5/21/22**      **QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL**

None.

**6/21/22**      **TO RECEIVE AND APPROVE THE MINUTES OF THE SERVICES COMMITTEE HELD ON 10TH FEBRUARY 2021 AS A TRUE AND CORRECT RECORD**

Please see a copy of the minutes on the STC website.

It was proposed by Councillor B Samuels, seconded by Councillor Miller and **RESOLVED** that the minutes of the Services Committee held on Wednesday 10<sup>th</sup> February 2021 were confirmed as a correct record.

The minutes will be signed upon the return to the Guildhall and made available upon request.

**7/21/22**      **FINANCE:**

- a. To receive the current Committee budget statements.

It was **RESOLVED** to note.

**8/21/22** **TO RATIFY THE FOLLOWING DURING THE COVID-19 ISOLATION PERIOD:**

<b>Ref Nr</b>	<b>Details</b>	<b>Decision Agreed</b>	<b>Committee</b>
STC 93	Approved to cancel all Guildhall bookings up to the 31 <sup>st</sup> May 2021 except polling station booking	APPROVED	SERVICES
STC101	Approved to cancel all Guildhall bookings up the 31 <sup>st</sup> July 2021	APPROVED	SERVICES

It was proposed by Councillor Bickford, seconded by Councillor B Samuels and **RESOLVED** to ratify the Covid-19 Delegated Decision Register.

**9/21/22** **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED**

No report.

**10/21/22** **CORRESPONDENCE.**

- a. To ratify the Town Councils response to host an International Festival of Rowing - The Cornish Pilot Gig Association and Perfect Moments.

It was proposed by Councillor Yates, seconded by Councillor Gillies and **RESOLVED** to ratify the Town Councils response to host an International Festival of Rowing.

- b. To consider a request for STC to adopt various memorials in the town - Saltash 1941 Blitz Committee.

It was proposed by Councillor Peggs, seconded by Councillor Dent and **RESOLVED** to adopt the memorials subject to receiving permissions to install and maintain, and to receive a comprehensive inventory list of items including names and contact details of those who carried out the works to the various memorials in the town.

- c. To consider a request for STC to adopt various memorials in the town - Saltash Great War 1914-1918 Committee

It was proposed by Councillor Peggs, seconded by Councillor Dent and **RESOLVED** to adopt the memorials subject to receiving permissions to install and maintain, and to receive a comprehensive inventory list of items including names and contact details of those who carried out the works to the various memorials in the town.

11/21/22

**TO RECEIVE A REPORT, RATIFY ITEMS AND CONSIDER ANY RECOMMENDATIONS FROM THE SERVICE DELIVERY DEPARTMENT**

Members discussed the report with the Service Delivery Manager and requested the Waterside Toilets external walls be redecorated prior to future town events scheduled at the Waterside this summer.

Members requested the Service Delivery Manager ascertain Cornwall Council's weeding regimes and follow up with a schedule for the Service Delivery Department to undertake going forward. Service Delivery Manager to inform Members of the areas in which STC cover.

Councillor Bullock left the meeting.

It was proposed by Councillor Bickford, seconded by Councillor Dent and **RESOLVED** to note and approve the Service Delivery Manager's recommendations detailed in the report.

Members agreed a weekly emailed report from the SDM is to be resumed.

12/21/22

**TO RECEIVE A REPORT AND RATIFY ITEMS ON THE PONTOON AND CONSIDER OPTIONS AND ASSOCIATED COSTS.**

It was **RESOLVED** to note.

**13/21/22**      **TO RECEIVE A REPORT ON BUNTING AND CONSIDER THE OPTIONS AND ASSOCIATED COSTS.**

It was proposed by Councillor Dent, seconded by Councillor B Samuels and **RESOLVED** to give delegated authority to the Chairman and Vice Chairman of Services together with the Service Delivery Manager to re-measure and obtain accurate costings for eco-friendly bunting up to a maximum budget of £2,000 to be displayed in Fore Street and Lower Fore Street where possible.

Existing community bunting to be displayed at the Waterside as soon as practicable.

**14/21/22**      **TO CONSIDER FORMING A WATER TRANSPORT WORKING GROUP TO FURTHER EXPLORE THE POSSIBILITY OF SALTASH BEING AN ACCESS POINT.**

It was proposed by Councillor Bickford, seconded by Councillor Miller and **RESOLVED** to form a Water Transport Working Party comprising of Councillors Bickford, Bullock, Gillies, Martin, Miller and Yates, reporting back to future Services meetings.

**15/21/22**      **OTHER AREAS THAT THE SERVICES COMMITTEE IS RESPONSIBLE FOR:**

a. Allotments

No report.

**16/21/22**      **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.

**17/21/22**      **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**18/21/22**      **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

19/21/22 **TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

None.

20/21/22 **TO CONFIRM ANY PRESS AND SOCIAL MEDIA RELEASES ASSOCIATED WITH ANY AGREED ACTIONS AND EXPENDITURE OF THE MEETING.**

It was proposed by Councillor Martin, seconded by Councillor Bickford and **RESOLVED** to issue the following Press and Social Media releases:

- a. To advertise STC current cutting and maintenance schedules as outlined in the Service Delivery Report. – Service Delivery Manager.

**DATE OF NEXT MEETING**

Wednesday 15 September 2021 at 6.30 pm

Rising at: 7.52 pm

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

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