

## **SALTASH TOWN COUNCIL**

### **Minutes of the Meeting of the Services Committee held at the Guildhall on Thursday 9th February 2023 at 6.30 pm**

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

**ALSO PRESENT:** R Lumley (Assistant Town Clerk), S Webber (Service Delivery Manager) and D Joyce (Administration Officer)

**APOLOGIES:** Councillors: J Brady and J Foster.

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#### **104/22/23 HEALTH AND SAFETY ANNOUNCEMENTS.**

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

#### **105/22/23 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. The Assistant Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

None.

#### **106/22/23 QUESTIONS - A 15-MINUTE PERIOD WHEN MEMBERS OF THE PUBLIC MAY ASK QUESTIONS OF MEMBERS OF THE COUNCIL.**

None.

**107/22/23 TO RECEIVE AND APPROVE THE MINUTES OF THE SERVICES COMMITTEE HELD ON 8TH DECEMBER 2022 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 Dent, seconded by Councillor Miller and **RESOLVED** that the minutes of the Services Committee held on 8<sup>th</sup> December 2022 were confirmed as a true and correct record.

**108/22/23 TO RECEIVE THE SERVICES COMMITTEE BUDGET STATEMENTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

It was **RESOLVED** to note.

**109/22/23 TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

No report.

110/22/23

**TO RECEIVE A REPORT FROM THE SERVICE DELIVERY DEPARTMENT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Service Delivery Manager (SDM) provided an overview on the report received and circulated within the reports pack.

Christmas and Festive Lights

Members discussed the life span of the River of Lights and asked the SDM to further investigate the condition of the catenary wires.

Members requested the SDM provide a report, with costings for Members consideration, at the next Services Committee meeting for additional festive lighting options.

Grit Bins

It was identified the portfolio list held by the Town Council was not extensive.

Members requested the SDM and Assistant Town Clerk (ATC) ascertain which grit bins are owned, managed, and maintained by the Town Council and report back to a future services meeting.

Vehicles

Members expressed concern for the condition of vehicle SD1. The SDM responded that vehicle SD1 had recently passed its MOT.

The SDM made Members aware a fleet report is to be provided with detailed cost options including recommendations for solutions at a future Services Committee meeting.

Vandalism

Due to the recent incident of theft at Isambard House Members expressed concern for Town Council Properties.

Members asked the SDM to look into appropriate localised CCTV, that records Town Council assets, to protect against theft incidents such as the recent incident at Isambard House. Reporting to a future services meeting.

It was **RESOLVED** to note.

The Chairman announced the next Agenda Item 9. To receive a report on the Loudspeaker System and consider any actions and associated expenditure be received following Agenda Item 15. To receive a report on Town Council Playparks and consider any actions and associated expenditure.

**111/22/23** **TO RECEIVE A REPORT ON THE TOWN COUNCIL WASTE CONTRACT AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Members discussed the report received which outlined the current waste contract held by the Town Council.

Members were content that best value for money was being achieved compared to the alternative options presented and were happy to remain within the rolling contract of Company A.

Members spoke of the necessity to reduce waste, reuse and recycle wherever possible.

The SDM confirmed a report outlining environmentally friendly green waste options would be provided for Members' consideration at the next Services Committee meeting.

It was **RESOLVED** to note.

**112/22/23** **TO RECEIVE A REPORT ON STORAGE AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The ATC provided a verbal overview of the report received and circulated within the reports pack.

Members discussed the need to further review the listed items to be stored and the locations and to determine if the Town Council require all items.

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

1. That the ATC reviews the items requiring to be stored, taking into consideration any items that are no longer fit for purpose;
2. That the ATC explores options with Cornwall Council for a storage unit to be sited at Alexandra Car Park;
3. That the ATC reports back at a future Services Committee meeting.

**113/22/23 TO RECEIVE A REPORT FROM SALTASH ENVIRONMENTAL ACTION GROUP AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Yates left the meeting.

The Chairman updated Members on the trees which have been planted within the community from the report submitted.

Councillor Yates returned to the meeting.

It was proposed by Councillor Gillies, seconded by Councillor Bullock and **RESOLVED** to approve the tree stakes and bark for the tree planted at Broad Walk open space at a cost of £99.94 + vat to be allocated to budget code 6589 EMF Community Tree Planting Initiatives.

**114/22/23 TO RECEIVE A REPORT FROM TOWN TEAM AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor B Samuels provided further information in relation to the report received.

Councillor B Samuels spoke of trees that were declined for planting by Cornwall Council previously. S106 monies were awarded and not used. The proposal received from Town Team is to procure ornamental trees, green herbs and hedgerows for the planters situated in Fore Street.

It was proposed by Councillor Bickford, seconded by Councillor Stoyel and **RESOLVED:**

1. To support the proposal of the planting of suitable ornamental trees and green vegetation;
2. To pursue the authorised location for the planting of suitable trees contained in the original S106 application;
3. To provide delegated authority to the ATC working with the Chairman and Vice Chairman of the Services Committee to liaise with the Town Team to complete the project.

**115/22/23 TO RECEIVE A REPORT ON SALTASH THEME CUTOUTS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The Chairman gave a verbal report on the proposed idea and offer from local artists and craftsman to install Saltash Themed Cutouts around Saltash.

The Chairman advised further information is to be provided at a future meeting.

It was **RESOLVED** to note.

**116/22/23 TO RECEIVE A REPORT ON THE TOWN COUNCIL PLAYPARKS AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

The SDM provided a verbal overview on the report received and circulated within the reports pack.

Members discussed the urgency to improve play areas within Saltash with some play areas not being fit for use due to location.

Members asked if the Town Council play areas could be assessed, and suitable proposals be received for further consideration at a future Services Committee meeting.

It was proposed by Councillor Peggs seconded by Councillor P Samuels and **RESOLVED** that the SDM obtains three quotes for new equipment and design of the Town Council playparks reporting back at a future Services meeting.

The Chairman announced the next item of business to be considered is Agenda Item 9. To receive a report on the Loudspeaker System and consider any actions and associated expenditure.

**117/22/23 TO RECEIVE A REPORT ON THE LOUDSPEAKER SYSTEM AND CONSIDER ANY ACTIONS AND ASSOCIATED EXPENDITURE.**

Councillor Martin left the meeting.

The SDM provided an overview of the report submitted and advised Members of two speakers that had been deactivated.

Councillor Martin returned to the meeting.

Members discussed loudspeakers and their use and requested the SDM review volume controls as the sound levels are inconsistent along Fore Street.

It was proposed by Councillor Peggs, seconded by Councillor Gillies and **RESOLVED** to continue using the Loudspeakers with the current configuration, providing suitable notice to the public via Social Media and Press Releases.

**118/22/23 TO RECEIVE AND CONSIDER RECOMMENDING THE FOLLOWING POLICY TO THE POLICY AND FINANCE COMMITTEE.**

a. Town Council Playpark Match Funding;

It was proposed by Councillor Bickford seconded by Councillor Miller and resolved to **RECOMMEND** to Policy and Finance to be held on 14<sup>th</sup> March 2023.

b. Town Council Loudspeaker System.

It was proposed by Councillor Dent seconded by Councillor Miller and resolved to **RECOMMEND** to Policy and Finance to be held on 14<sup>th</sup> March 2023, subject to an amendment to the reducing of volume levels during the event.

**119/22/23 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.

**120/22/23 TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA.**

None.

**121/22/23 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

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

**122/22/23 TO CONSIDER URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN.**

None.

**123/22/23 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 Bullock and **RESOLVED** to issue the following Press and Social Media Releases;

1. Support for S.E.A Tree Planting Initiative and thanking S.E.A for their ongoing work;
2. Brunel Bench installation by the Town Council Service Delivery Team in combination with Town Team and Cornwall Council.

**DATE OF NEXT MEETING**

Thursday 27 April 2023 at 6.30 pm

Rising at: 8.42 pm

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

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