

**MINUTES of ST AUSTELL TOWN COUNCIL COMMUNITY COMMITTEE held on MONDAY 27<sup>th</sup> FEBRUARY 2017 at the Stable Block, Pondhu House, Penwinnick Road, St Austell, PL25 5DP at 6.00pm.**

**Present:** Councillors: Bull, Colwill, Double, Heyward, Keast (Chair), Leonard, Pears and Stewart.

**Also Present:** Councillors Brown, King and Palmer.

**In attendance:** David Pooley (Town Clerk), Sara Gwilliams (Deputy Town Clerk).

**CC/16/58) Apologies for absence**

Apologies for absence were received from Councillor Lake.

Councillor Keast advised that he needed to leave the meeting at 7.10pm.

**CC/16/59) Declarations of Interest**

Councillor Keast declared an interest in Agenda Item 10 (St Austell Choral Society) by virtue of his wife being the Concert Secretary.

**CC/16/60) Dispensations**

There were no requests for dispensations received.

**CC/16/61) Minutes of the Meeting held on 16<sup>th</sup> January 2017**

It was **RESOLVED** that the minutes of the meeting held on the 16<sup>th</sup> January 2017 be approved and signed as a correct record.

**CC/16/62) Matters to note**

The Clerk advised that he was due to meet soon with representatives of St Austell Healthcare to discuss their Social Prescribing initiative. Councillor Bull advised that she was arranging a meeting with Doctors to try to create an ongoing dialogue.

**CC/16/63) Public Participation**

None.

In order to aid the smooth running of the meeting, the Chairman proposed that Agenda Item 10 be considered first.

*\*\*Councillors Leonard and Pears arrived\*\**

**CC/16/67) Small Grants Scheme**

*St Austell Amateur Operatic Society*

Stephanie Housman, Society Treasurer, advised that the St Austell Amateur Operatic Society is the only Amateur Operatic Society to be nominated for Best Musical and Best Choreography in Cornwall. She further advised that the ticket sales for this year's show, 9 to 5, are going well and that they are hoping to work with Cornwall

College on future productions. Alice Waterfield, Publicity Officer reiterated that the ticket sales are good, various fundraising events continue to be held and that the Society is well supported by the community.

It was **RESOLVED** to award a grant in the sum of £250 and **RECOMMEND** to Council that a further £500 be approved to the St Austell Amateur Operatic Society.

*\*\*Councillor Keast declared an interest in the next item as one of the key events was due to be held at St John's Church and left the room \*\**

*\*\*Councillor Double took the Chair\*\**

#### *Cornwall International Male Choral Festival*

It was **RESOLVED** to award a grant in the sum of £250 to the Cornwall International Male Choral Festival.

#### *St Austell Choral Society*

It was **RESOLVED** to award a grant in the sum of £250 to the St Austell Choral Society.

*\*\*Councillor Keast returned to the meeting and resumed as Chairman\*\**

#### **CC/16/64) CCTV**

The Clerk advised that following the presentation by Sgt Innes Dowlen at the Council meeting earlier in February he had progressed the investigation into the best way of achieving CCTV coverage in Truro Road Park. He advised that SSE had undertaken a survey of the whole area including viewing potential sites on Park House Flats and had identified a lamp post on Truro Road which provided the best coverage of Truro Road and the Park. The Clerk circulated images to indicate the coverage that would be provided by the proposed camera location. He explained that because of the local topography, the solution was more complicated than usual. The camera would transmit to a transmitter on top of park house flats which would then transmit to a lamp post in Priory Car Park where either a transmitter or camera would be located and then from this point the transmission would go to High Cross Street and join the Town Council's town centre CCTV system. This would allow images and control of the cameras to be linked to the CCTV monitoring suite in Newquay. He advised that the approximate cost of the proposals was £21,000 and that funding was currently being sought to try to fund this scheme. The proposed camera would be an infra-red camera which would allow for images in poor light.

He also advised that while investigating a tree which was to be reduced in height to improve the CCTV images, it was discovered that the tree was diseased and that it should be removed for health and safety reasons and to safeguard other trees in the park. Advice was being sought from Cornwall Council's Tree Officers with regards to the diseased tree and the most appropriate form of replacement of the tree.

It was **RESOLVED** to note the update and to request that the Clerk obtain the maximum funding and the best possible solution to provide CCTV coverage for the Truro Road Park and surrounding area.

### **CC/16/65) South West in Bloom – Its Your Neighbourhood**

The Deputy Town Clerk outlined proposals for the Town Council's involvement in the South West in Bloom for 2017 and sought support for funding for a number of "Its Your Neighbourhood" community groups.

It was **RESOLVED** to:

- (i) Approve maximum funding in the sum of £350 for plants and compost for the community groups taking part in the Its Your Neighbourhood competition;
- (ii) Approve the Town Council's involvement in this year's South West in Bloom competition;
- (iii) Approve the installation of a "supported by St Austell Town Council" sign at suitable locations where the Town Council has provided funding.

### **CC/16/66) Event Permission Form**

The Deputy Town Clerk explained that the Town Council had received a number of requests for permission to use the Parks now owned by the Town Council for community events. In response to the request, an event permission form had been drafted and it was suggested that decisions on whether events should be approved should be delegated to the Town Clerk in consultation with the relevant Town Council Ward Members.

Members suggested a number of minor amendments to the form and asked that references to equalities and security arrangements be strengthened within the form and that guidance be given on risk assessments. It was also suggested that the section on licensing should be checked with Cornwall Council's licensing section.

Members agreed that careful attention would need to be given to the declaration of interests when approving events given that Councillors may have connections to the community groups applying.

It was **RESOLVED** that the events permissions form be approved subject to amendment for the issues identified and that the approval of events in the Town Council's Parks and Gardens be delegated to the Town Clerk in consultation with the relevant Town Council Ward Members.

*\*\*Councillor Keast left the meeting during the next item and Councillor Double took the Chair\*\**

### **CC/16/68) Councillor Bull – Prince Charles Park**

Councillor Bull outlined difficulties with regard to parking in the Prince Charles House region and explained that she has had a number of meetings with representatives of Ocean Housing with regards to car parking for the disabled and visitors to the disabled and elderly tenants in the area. She asked Members to consider gifting a small parcel of land in the corner of Prince Charles Park to Ocean Housing for the creation of parking for the disabled tenants of the bungalows adjacent to Prince Charles House.

The Town Clerk advised that there were a number of legal issues with regards to the proposals which would need further investigation including the procedures for disposing of recreational space, the need for a valuation and to ensure compliance with the general consents with regard to the disposal of land at less than market value. There were also issues with regards to the control and maintenance of the parking area.

Members were generally supportive of the proposal subject to consideration of the finer details and that the legal costs associated with any transfer are borne by Ocean Housing.

It was **RESOLVED** to support in principle the proposal and to request further work to investigate how a strip of land might be gifted to Ocean Housing for car parking for disabled tenants subject to all legal costs being borne by Ocean Housing.

*\*\*Councillor Heyward voted against this resolution\*\**

### **CC/16/69) Devon & Cornwall Police – Emergency Planning**

The Clerk advised that a request had been received from Inspector Ed Gard to be permitted to re-locate the St Austell Neighbourhood Team to the Town Council offices, in the short term, if a major disaster were to render their offices unfit for purpose.

It was **RESOLVED** to approve the St Austell Neighbourhood Team re-locating to the Town Council offices, in the short term, if a major disaster were to render their offices unfit for purpose.

### **CC/16/70) Projects Update**

The Town Clerk and Deputy Town Clerk provided updates on a range of projects including:

#### *Safer St Austell*

The Deputy Town Clerk advised that the next Safer St Austell meeting was due to take place on Thursday 2<sup>nd</sup> March at which time the Action Plan and town centre multi agency walkabout would be reviewed. Cornwall Council are due to issue a press release later in the week regarding the walkabout and future plans of the group.

#### *Allotments*

The Deputy Clerk advised that the Alexandra Road allotments have been cleared and that the Operations Manager had let a further plot at the site this week bringing the total let at Alexandra Road to three. Contact will be made with other potential tenants over the coming weeks.

#### *Environmental Projects*

The Town Clerk advised that the grounds maintenance staff are working on their winter schedule of repair and maintenance until 10<sup>th</sup> April when the summer grass cutting rounds will start. He advised that Andy Inglefield, an ex Restormel Borough Council staff member has been helping out with the RoSPA playground equipment annual inspection priority works and will be starting litter picking and bin emptying in Truro Road Park, Poltair Park and Linear Park very shortly to assist the grounds

maintenance team over the summer months. This extra work is within the budget set aside for seasonal staff and is felt essential due to the time the team are spending on litter picking at the present time.

Drilling investigations are complete at Sandy Hill Park and a final report is awaited. Early indications are that there is additional mining activity in the park which may have to be fenced off. Soil sampling tests have also been carried out, the results of which should be available within 10 days. It was noted that Imerys have confirmed that they do not have the mining rights to the park.

The Deputy Clerk advised that the Friends of Menacuddle Well are now formally constituted with their own Bank Account and that the remaining funds held on their behalf by the Town Council have been transferred to their Bank Account. They are in the process of applying for a grant from the Cornwall Community Foundation to clear the pond and have future plans for restoring the Grade II\* listed Baptistery. To date, they are still awaiting confirmation from the brewery about the clearance of their part of the footpath.

It was **RESOLVED** to send a letter to the Cornwall Community Foundation supporting the Friends of Menacuddle Well's funding application.

#### *Woodland Road Park*

The Clerk advised that under the terms of the lease transferred from Cornwall Council, Mount Charles School have the right to use Woodland Road Park, in conjunction with the public, but the exact terms for the school's use were not agreed prior to transfer. Following discussions, the school have proposed that they lease the top half of the park and then fence it off for their sole use.

Councillor King advised that if the school took the top part of the park, the public would be left with a good size of area at the bottom end of the park, part of which was earmarked for the Section 106 funded natural play area.

Members generally agreed that the children of Mount Charles School did not have sufficient space at the present time and that a fenced off area for their specific use was a good idea. The Clerk advised that he would prepare a formal report for the Council on this matter in due course.

*\*\*Councillor King left the meeting\*\**

#### *St Austell Bowls Club*

The Town Clerk advised that he was currently negotiating a revised lease for the Bowls Club with the assistance of a local Solicitor.

#### *Town Heritage Scheme*

The Town Clerk advised that the Conservation Area Appraisal Management Plan consultation had taken place and was due to be formally considered by the Town Council at their next Council meeting. Phase 2 of the bid is due to be submitted in June, although there are resource shortages within Cornwall Council which is putting the project under pressure.

The Town Clerk advised that he is helping where he can and is currently assisting with the drafting of partnership agreements and the creation of a Heritage Forum.

#### *Public Conveniences*

The Town Clerk advised that the public convenience contract was working better due to a new Manager at CORMAC being appointed. There are still a few issues with the coin mechanism and regular call outs to a contractor to sort out blocking problems. New signage has been erected detailing an out of office hours number which is a mobile telephone rotated between the Operations Manager and the Town Clerk.

#### *Weed Spraying*

The Town Clerk advised that two quotations had been received for this year's weed spraying contract and that as a result of a very competitive quotation, the contract had been awarded to the same local contractor as in previous years.

#### **CC/16/71) Dates of Meetings**

It was noted that the next meeting of the Community Committee is scheduled for Monday 3<sup>rd</sup> April 2017.

Councillor Double gave her apologies for this meeting.

The meeting closed at 7.45pm.