

ST CLEER PARISH COUNCIL

MINUTES of a meeting of the Asset Management Committee held on Wednesday 11th October 2017 at 7.30pm in the Council Sports Pavilion, Hockings House, St Cleer.

Present: - Councillor C R Sargeant (Chairman), Councillor Mrs. R S Dickson (Council Chairman), Mrs. S D Harbord (Council Vice Chairman), Mrs. S E Horsfield, K Johnson MBE and P E Lockley.

Also present: Councillors K Buckley, D L Price (late arrival), R A Turton and Mrs. D R Watson.

ACTION	
<p>14-17AM Apologies for absence: - None.</p> <p>15-17AM Election of Vice Chairman for the Civic Year 2017-18: - The Chairman suggested that as the Council have still to appoint 5 members to committees that this item is deferred until the next meeting of this Committee when new members are appointed.</p> <p>16-17AM Declarations of Interest relating to items on the agenda: - None</p> <p>17-17AM Minutes of the Previous meeting: - It was resolved that the minutes of the meeting held on Wednesday 12th July 2017 are taken as read, confirmed and signed by the Chairman.</p> <p>18-17AM Planning Applications</p> <p>19-17AM PA17/09091 – OS pt 4700 Hockings House, St Cleer - Proposed Construction of two detached dwellings and access road. Support subject to an assessment being undertaken of the trees, hedges and root protection where appropriate.</p> <p>20-17AM PA17/08138 – Land at Stag Inn, Fore Street, St Cleer – Application for reserved matter for outline consent PA16/01588 for residential development with parking and access to the highway (all matters reserved). Support</p> <p>21-17AM Matters Arising from the previous meeting: - a) Churchyard and Car Park: - Pursuant to minute 6-17AM (a) the Chairman reported that following conversations with the CNA Link Officer on resurfacing the car park an update is still awaited. An update is still awaited on Cornwall Council's response to this Council expressing an interest in having the closed church yard maintenance devolved to this Council. b) Electricity and Other H & S Schedules: - Pursuant to minute 6-17AM (b) the Clerk reported that the hard wire test will cost in the region of £350. The Chairman suggested that PAT testing of the portable equipment although the Clerk understands that this is not a legal requirement although the electrician had given an estimate of £2 per item. The Clerk also spoke on Fire Risk Assessment and the requirement of</p>	AM Comm.

<p>an Asbestos management programme and would speak to a qualified asbestos surveyor on requirements. Councillor K Johnson suggested that it would not be necessary to call in any expertise and that the measures could be managed locally. It is recommended that the subject is deferred to council for further consideration following discussion with the asbestos management surveyor.</p>	<p>Council</p>
<p>c) Allotments: – Request for installation:- Pursuant to minute 6-17AM (c) there was no further information from the Allotment Association and until formal information and a proposal is received this Council would not act further on the request.</p>	<p>Council</p>
<p>d) MUGA – Future Strategy: - Pursuant to minute 6-17AM (e) following the resignation of Councillor T J Smith there was no progress to report. It was therefore recommended that this project should be included within the Asset Management Development Plan with provision being made within the budget for the 2018-19 financial year.</p>	<p>Council</p>
<p>e) Fixed Asset Condition Survey: - Pursuant to minute 6-17AM (f) Councillor Mrs. D R Watson produced the Asset Management Condition survey. Councillor Mrs. Watson described the methodology behind the survey and described the key priorities that required urgent attention. Following discussion, it was recommended that the list is given to the Probation Team to commence work on the items given the priority to the highest numbers. Members also raised issues with the recently refurbished public conveniences and it is further recommended that a definitive list of defects within the public conveniences are also given to the probation team to be actioned.</p>	<p>Council</p>
<p>f) Millennium Garden: - Pursuant to minute 6-17AM (g) it was noted that within the asset condition survey was a priority to remove the badly deteriorated benches within the garden. It is recommended that when the benches are removed these are replaced with benches with the Clerk authorised to purchase replacement benches under delegated authority. It was further noted if any resident is interested in purchasing a replacement bench this can also be undertaken within the delegated authority to the Clerk.</p>	<p>Council</p>
<p>22-17AM Items referred to this Committee</p>	
<p>None.</p>	
<p>23-17AM Health and Safety Report: -</p>	
<p>The Clerk advised of an incident that had been reported to him by the caretaker of broken glass in the Horizon play area. The Clerk reminded members that that the Council had no controls in place that corresponds to the Skateboard Park that is inspected and swept daily. The Clerk urged the Council to make provision to comply with health and safety best practice and implement an inspection regime. Councillor K Johnson suggested that a member undertakes this task but this suggested was declined by the member. Given that this was a health and safety issue, after further consideration it was resolved the Clerk is directed to ask the Caretaker to undertake this work. The Clerk advised members that an inspection form has been produced and the Council Chairman would review best practice in this area of operation and any resource provision.</p>	<p>Clerk</p>
<p>24-17AM Property Matters: -</p>	
<p>a) Future arrangements for Sportsground grass cutting – Councillor K Johnson. Councillor Johnson presented a paper to members (in the form of an email) together with photographs of his plant and equipment and suggested that in the projected estimates provided it would be more cost effective to provide the service externally rather than the current in-house arrangement. It was noted that the Clerk has relinquished grass cutting and a</p>	<p>Council</p>

temporary arrangement has been put in place until March 2018 using the Caretaker to undertake the work. Councillor Johnson suggested that contracting out the service could provide cost benefits. Councillor K G Buckley reminded members of the complaints from service users at the poor delivery of the service from contractors citing various issues and complaints and stated that this was the reason the service was brought in-house since when no complaints had been received. Councillor Buckley then pressed Councillor Johnson on his intention to submit an estimate for the work on behalf of his own business. After consideration Councillor Johnson replied that he would not tender for work with the Council. It was also suggested by the Chairman that cost savings could be made retaining the service in-house if a more efficient machine was used. After further discussion it was recommended that costings are produced of the current service for consideration at the Budget setting process in November. Councillor Johnson also raised a similar scenario with the Community Rehabilitation team and the Clerk was asked to direct the team to provide information of numbers attending, hours worked and tasks undertaken.

F&GP

25-17AM Asset Management Development Plan: -

Members considered the Asset Development Plan (as circulated). In pursuant to receipt of the Asset Condition survey this document would be considered further at the budget setting meeting.

F&GP

26-17AM Correspondence: -

a) Cornwall Air Ambulance – Request for financial assistance.

It is recommended that the Council does not support this request but consideration of provision for financial assistance in the 2018-19 financial year will be made at the budget setting meeting.

Council

b) Local Government Boundary Commission – Electoral review for Cornwall – Division Arrangements.

Noted.

c) Minions Parish Council – Sign in the Hurlers Car Park.

Council raise no objections but suggested that the Parish Council contact the Cornwall Heritage Trust to advise them of the intention.

Clerk

27-17AM Accounts for payment: -

PAYEE	REASON	GROSS	VAT	NET
DDC CRC	Probation Team	448.00	74.67	373.33
J Reynolds	Petrol - Strimmer	25.43	4.24	21.19
St Cleer Motors	Repairs/Replacement Kubota Tryes	139.20	23.20	116.00

28-17AM Date of next meeting: -

Wednesday 10th January 2018.

Meeting Closed at 8.55pm.

Chairman