

Meeting Minutes

The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

Minutes of the meeting of the Amenities Committee of Camborne Town Council held in The Council Chamber, Passmore Edwards Building, The Cross, Cross Street, Camborne, TR14 8HA on Thursday 26th January 2023 at 6.30 pm.

PRESENT:

Councillor J Cosgrove **Vice-Chairman**
Councillor J Ball
Councillor V Dalley
Councillor Z Fox **(ex officio)**
Councillor N Miles
Councillor P Mills

IN ATTENDANCE:

Samantha Hughes, Town Clerk; David Garwood, Amenities & Projects Officer; Nick George, Amenities Manager and Sally Williams, Committee Support Officer.

A.4382

SAFETY PROCEDURES

The Chairman explained the safety procedures to all present.

A.4383

TO RECEIVE APOLOGIES FOR NON-ATTENDANCE

A.4383.2

RESOLVED: that the apologies from Councillor J Morgan, D Wilkins and M Williams for non-attendance of the meeting of the Amenities Committee on the 26th January 2023 were received

Proposed by Councillor J Cosgrove

Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

A.4384

MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THIS AGENDA INCLUDING ANY GIFTS OR HOSPITALITY EXCEEDING £25

There were no interests declared.

A.4385

TO APPROVE WRITTEN REQUEST(S) FOR DISPENSATIONS

There were no written requests for dispensations.

A.4386 CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed Councillors that Councillor Wilkins would not be available for Council business for the next few weeks due to family health issues.

A.4387 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THE AMENITIES COMMITTEE HELD ON 17TH NOVEMBER 2022 AND THE CHAIRMAN TO SIGN THEM

A.4387.2 RESOLVED: that the minutes of the meeting of the Amenities Committee held on 17th November 2022 were received, approved, and signed by the Chairman

Proposed by Councillor J Cosgrove
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

A.4388 MATTERS ARISING, FOR INFORMATION ONLY, WHERE NOT INCLUDED BELOW

There were no matters arising.

A.4389 PUBLIC PARTICIPATION (SUBJECT TO STANDING ORDER 3E MEMBERS OF THE PUBLIC ARE PERMITTED TO MAKE REPRESENTATIONS, ANSWER QUESTIONS AND GIVE EVIDENCE IN RESPECT OF ANY ITEM OF BUSINESS INCLUDED IN THE AGENDA, UP TO A MAXIMUM OF FIFTEEN MINUTES)

There were no members of the public present.

A.4390 TO RECEIVE THE CURRENT NET POSITION BY CODE FOR THE AMENITIES REVENUE BUDGET TO END OF DECEMBER 2022 AND AGREE ACTION

The Clerk explained that the report illustrated that some of the cost codes were a little overspent, for instance, the public conveniences code. This had been highlighted through the year as there had been several incidents that had caused the budget to be overspent. In addition, the CCTV in Rosewarne Car park was a new expense.

However, there had also been significant underspends in other areas. So overall the Amenities Revenue Budget was relatively healthy.

A.4390.2 **RESOLVED: that the report of the current net position by code for the Amenities Revenue budget to the end of December 2022 was received and approved**

Proposed by Councillor J Cosgrove
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

A.4391 **TO RECEIVE A GREEN FLAG APPLICATION FOR 2023 FOR CAMBORNE RECREATION GROUND, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Amenities and Projects Officer explained that Camborne Recreation Ground had already been awarded a Green Flag last year and that this was merely a re-application for this year.

A.4391.2 **RESOLVED: that a Green Flag application for 2023 for Camborne Recreation Ground was received and approved, and the expenditure of £369 plus VAT from Cost Code 340/4600 was authorised**

Proposed by Councillor J Cosgrove
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

A.4392 **THAT THE COUNCIL RESOLVES, UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED**

There were no members of the public present.

A.4392.2 **RESOLVED: that under the 1960 Public Bodies (Admission to Meetings) Act, the Press and Public were excluded from the meeting due to the confidential nature of the business to be discussed**

Proposed by Councillor J Cosgrove
Seconded by Councillor V Dalley

On a vote being taken the matter was approved unanimously.

A.4393 **TO RECEIVE QUOTATIONS FOR TREE WORKS AT BEACON RECREATION GROUND, TROON RECREATION GROUND, CAMBORNE RECREATION GROUND AND PARK GERRY, AGREE ACTION AND AUTHORISE EXPENDITURE**

The Amenities Manager explained the rationale for the proposed tree works. He told Councillors that the proposed works for Park

Gerry were necessary to prevent damage to the neighbouring properties and potentially Park Gerry itself.

The work to the trees on the other sites would be done for site safety. No healthy trees would be felled. One Councillor queried whether any useful wood could be saved or used but the Amenities Manager felt that this would be unlikely. However, this would be checked before the work commenced.

A.4393.2

RESOLVED: that the report from the Amenities Manager for carrying out safety tree works at Beacon Recreation Ground, Troon Recreation Ground, Camborne Recreation Ground and Park Gerry was received and that the work was approved, with the expenditure of £2,390 from Green Spaces, Specialist Contractors (340/5380) being authorised

Proposed by Councillor J Cosgrove

Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

A.4394

TO RECEIVE QUOTATIONS FOR A CARBON AUDIT FOR CAMBORNE TOWN COUNCIL, AGREE ACTION AND AUTHORISE EXPENDITURE

Councillors were presented with three quotes for a carbon audit to be undertaken for Camborne Town Council. One Councillor felt that whilst the quotes were financially broadly similar it remained difficult to compare the offers on a like to like basis.

Councillors discussed the comparative advantages and disadvantages of each quote. One quote could potentially require more staff hours as it covered all of the Scopes for a lower price, however, another quote offered more training. The advantage of these were that both of these quotes provided accreditation. After a great deal of discussion Councillors felt that Scope three was proving to be the most difficult to pin down and illustrate. Eventually it was felt that one of the three quotes had to be eliminated due to cost, which left the decision to be made between other two quotes.

One Councillor asked whether it might be possible to employ a carbon environmental member of staff, even if only for a fixed term. Also discussed was the option of an Environmental Intern, this could be investigated with Exeter University.

A.4394.2

RESOLVED: that quotations for a Carbon Audit for Camborne Town Council were received and that the Town Council accept the Advantage Utilities quote,

incorporating the initial baseline, Scope 1 and 2 plus the training workshop was approved, and the expenditure of £3,400 from cost code 320/5200 was authorised

Proposed by Councillor Z Fox
Seconded by Councillor N Miles

On a vote being taken the matter was approved by a majority.

A.4394.3

RESOLVED: that Camborne Town Council investigate the possibility of internships from Exeter University in order to support the councils environmental work, was approved

Proposed by Councillor Z Fox
Seconded by Councillor N Miles

On a vote being taken the matter was approved by a majority.

A.4395

TO RECEIVE A WRITTEN REPORT FROM THE AMENITIES MANAGER ON MACHINERY AND POSSIBLE ASSET DISPOSAL, AGREE ACTION AND AUTHORISE EXPENDITURE

The Amenities Manager explained the rationale behind the report. The Steam pressure washer was in need of servicing and repair but the Amenities Manager felt that the washer was not used enough to justify the expense and time that constant repairs involved. A quote for the repair of the washer had been requested but the company suggested that as the machine was getting old, parts might well become difficult to source.

The Amenities Manager proposed three options to Councillors, including servicing and repairing the existing machine, selling the machine and hiring one when needed, or repurposing the unit to make a mobile unit.

A.4395.2

RESOLVED: that a written report from the Amenities Manager on machinery and possible asset disposal was received and that Option 3, to repurpose the trailer, hose reel and water tank and add the foam stream power units to make a mobile unit, was approved and the associated expenditure (to be taken from Green Spaces, Specialist Hire 320/5110), was authorised

Proposed by Councillor V Dalley
Seconded by Councillor N Miles

On a vote being taken the matter was approved unanimously.

A.4396

TO RECEIVE A WASTE TRANSFER AGREEMENT AND QUOTE, AGREE ACTION AND AUTHORISE EXPENDITURE

The Amenities and Projects Officer explained that this would just be a continuation of the existing contract, with the same terms remaining in place.

A.4396.2

RESOLVED: that a waste transfer agreement and quote was received, approved and the associated expenditure was authorised

Proposed by Councillor J Cosgrove
Seconded by Councillor J Ball

On a vote being taken the matter was approved unanimously.

A.4397

TO RECEIVE INFORMATION AND COSTINGS FOR SAFETY CHAIR TRAINING AND MAINTENANCE, AGREE ACTION AND AUTHORISE EXPENDITURE

The information and prices provided for the Councillors was based on all of the necessary elements, for example, the service being undertaken, members of staff being trained to use the Safety Chair and also for there to be an 'in-house' trainer for future training needs. This would ensure that up to four members of staff would be trained to train other members of staff to use the equipment safely and effectively.

A.4397.2

RESOLVED: that information and costings for Safety Chair training and maintenance were received and that all three parts of the package was approved with the associated expenditure of £1300 from cost code 200/4060 and £90 from cost code 200/4120 being authorised

Proposed by Councillor J Ball
Seconded by Councillor P Mills

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 7:10pm.

SIGNED BY THE CHAIRMAN.....

DATE