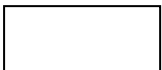


**NEWQUAY TOWN COUNCIL**

<b>MINUTE REF:</b>	Minutes of the <b>EDGP Committee</b> meeting that was held on <b>Thursday 15 June 2017</b> at 7pm in the Council Chamber, Municipal Offices, Newquay, Cornwall, TR7 1AF	<b>ACTIONS:</b>
	<p>Present:                      Cllrs D Cheney (Chairman), K Towill (Vice-Chairman), Z Dixon, A Hannan and G Jones.</p> <p>Also in Attendance:                      Cllr M North (Mayor), Mr A Curtis (Town Clerk), Mrs V Loveridge and Mr C Rowley (Administration Assistant).</p>	
<b>E001/17</b>	<p><b>Election of Chairman for the 2017-18 Civic Year</b></p> <p>It was proposed by Cllr Hannan, seconded by Cllr Towill and</p> <p><b>RESOLVED unanimously to elect Cllr Cheney as the Chairman for the committee.</b></p>	
<b>E002/17</b>	<p><b>Election of Vice-Chairman for the 2017-18 Civic Year</b></p> <p>It was proposed by Cllr Hannan, seconded by Cllr Dixon and</p> <p><b>RESOLVED unanimously to elect Cllr Towill as the Vice-Chairman for the committee.</b></p>	
<b>E003/17</b>	<p><b>Apologies</b></p> <p>Apologies had been received from Mrs C Turnouth. No apologies were received from Cllrs S Hick, L Gardner or Paul Rees.</p>	
<b>E004/17</b>	<p><b>Interests</b></p> <p>There were no declarations of interests made.</p>	
<b>E005/17</b>	<p><b>Minutes &amp; Action Notes</b></p>	
<b>E005/17 (i)</b>	<p>i. 09 March 2017</p> <p>It was proposed by Cllr Hannan, seconded by Cllr Dixon and</p> <p><b>RESOLVED unanimously to accept the minutes of the meeting held on 09 March 2017 as read and accurate.</b></p>	
<b>E006/17</b>	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>• <b>E047/016 (F) (i)</b> - The Office has contacted Fleet once again, no response has been received.</li> <li>• It was stated that a site visit to Tolvaddon still needs to be arranged, several Councillors and members of St Austell Town Council are wishing to attend.</li> <li>• The expression of interest has been submitted, a meeting will be arranged with the Town Clerk and CCTV Manager to discuss a few facts.</li> </ul>	



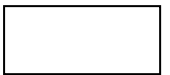
	<ul style="list-style-type: none"> <li>A conversation was held with the Police Force and it was stated that the most efficient way with using the rota's hours would be to split the staff hours and have more staff working at select hours - the CCTV Manager is in weekly talks with Inspector Meredith to plan this.</li> </ul>	
<b>E007/17</b>	<b>Public Question Time</b>	
	There were no members of public in attendance.	
<b>E008/17</b>	<b>Correspondence</b>	
	The Town Clerk has received one piece of Correspondence in regard to getting a "Changing Place" Unit with built in hoists in one or more of the toilets. This matter would be discussed under the Toilets item on the agenda.	
<b>E009/17</b>	<b>Terms of Reference and Risk Assessment Update</b>	
	It was proposed by Cllr Towill, seconded by Cllr Jones and	
	<b>RESOLVED unanimously to RECOMMEND the proposed Terms of Reference to Full Council for adoption.</b>	<b>Full Council</b>
<b>E010/17</b>	<b>Reports from Members with Specific Responsibilities</b>	
<b>E010/17 (A)</b>	<b>a. CCTV</b>	
	i. <u>Update on the Upgrades and current / new cameras</u>	
	The Town Clerk gave a verbal update on behalf of the CCTV Manager. The new cameras have all been implemented and all cleaning aspects of the cameras have been completed.	
	ii. <u>Update on the CCTV Maintenance Agreement</u>	
	The maintenance agreement is in place and will be for at least another year. This agreement was working well.	
	iii. <u>Wayleave Agreements</u>	
	The Wayleave Agreements are still progressing, however, this is taking quite a bit of time due to land ownership clarification. Due to this, the cameras will be installed / repaired and await the approach from the owners.	
	iv. <u>Update and Decisions on any other CCTV matters</u>	
	Temporary CCTV is currently being explored, with some local systems being tested. The CCTV Suite are currently investigating linked systems to the Control Suite.	
<b>E010/17 (A)(i)</b>	It was proposed by Cllr Dixon, seconded by Cllr Cheney and <b>RESOLVED unanimously to elect Cllr Hannan as the lead, with Cllr Jones as a secondary on the CCTV project.</b>	<b>Note to Town Clerk</b>
<b>E010/17 (A)(ii)</b>	It was proposed by Cllr Dixon, seconded by Cllr Towill and <b>RESOLVED unanimously to investigate and proceed with the installation of CCTV provision with appropriate signage at the Doorstep Green.</b>	<b>Note to RFO &amp; CCTV Mgr</b>



<p><b>E010/17 (B)</b></p>	<p><b>Toilets and Temporary Toilets provision</b></p> <p>i. <u>Update and Decisions on individual facilities</u></p> <p>The Facilities Manager gave a verbal update on the Toilets. The proposed locations to be painted have been completed, some with various mechanical improvements and repairs. The Toilets at Narrowcliff had the fencing finalised and installed. Members were informed that a member of staff was assaulted during his rounds through the toilets. It was stated that the Facilities Staff could liaise with the CCTV suite in order to protect members of staff. There was a break in on one of the coin boxes for Narrowcliff toilets, therefore the Facilities Manager has investigated the use of security bars on the boxes to give them a bit more strength - this is been tested at Narrowcliff, Trenance and Pentire Headland.</p> <p>It was proposed by Cllr Hannan, seconded by Cllr Jones and</p>	
<p><b>E010/17 (B)(i)</b></p>	<p><b>RESOLVED unanimously to write a letter to the Golf Club in order to state the damage casued to the toilet and the risk that has been identified.</b></p> <p>ii. <u>Railway Station Update and Decisions</u></p> <p>The Railway Station project was on hold. The Town Clerk has spoken to the Chief Executive of National Rail who have stated that they do have various plans for the site, however, these were taking longer due to local businesses.</p> <p>iii. <u>Heron Centre Update and Decisions</u></p> <p>A meeting was held with the owner of the Heron Centre, however, he didn't wish to work in partnership with a community toilet scheme.</p> <p>iv. <u>To discuss and decide on any other toilet matters</u></p> <p><i>Changing Places Toilet</i></p> <p>It was proposed by Cllr Hannan, seconded by Cllr Dixon and</p>	<p><b>Office</b></p>
<p><b>E010/17 (B)(ii)</b></p>	<p><b>RESOLVED unanimously to give delegated authority, to the Chair, Cllr Hannan and Office, in reviewing the feasibility of the units and corresponding with the legal bodies for further information.</b></p> <p>The lease on one of the Facilities vehicles, therefore the Office has initiated the lease of another.</p>	<p><b>Office and Facilities Manager</b></p>
<p><b>E010/17 (C)</b></p>	<p><b>c. Homelessness</b></p> <p>i. <u>Update and Decisions on any Homelessness matters</u></p> <p>Meetings were still being initiated to locate a potential building to house a homelessness scheme due to previous potential plans falling through. The committee were attempting to gather more information on the requirements for a potential scheme and the costs around it. The committee was attempting to</p>	



<p><b>E010/17 (D)</b></p>	<p>have provision acquired for winter.</p> <p><b>d. All Aspects of Lighting (including any Banner requests)</b></p> <p>i. <u>Beer Festival Banner Requests</u></p> <p>Cllr A Hannan declares an interest due to his association with the Festival. It was stated that the committee believe the use of Banners should be restricted to charities and not used as a commercial venture.</p> <p>It was proposed by Cllr Dixon, seconded by Cllr Jones and</p>	
<p><b>E010/17 (D)(i)</b></p>	<p><b>RESOLVED unanimously to approve the Beer Festival's Banner Request with the provision that it doesn't effect the cameras.</b></p> <p>ii. <u>Update on infrastructure and displays</u></p> <p>The Town Clerk gave a verbal update received from the Deputy Town Clerk. It was stated that the failures are caused by water seeping into the connections. It will cost £344 per month for inspections done on the white lighting.</p> <p>It was proposed by Cllr Hannan, seconded by Cllr Towill and</p>	<p><b>Note to Town Clerk</b></p>
<p><b>E010/17 (D)(ii)</b></p>	<p><b>RESOLVED unanimously to give delegated authority to the Chair, Cllr Hannan and Office in order to review the budget and arrange an inspection, which is likely to be monthly in Winter and bi-monthly in Summer.</b></p> <p>iii. <u>Update and Decisions on the Treloggan Unit</u></p> <p>A one year tenancy agreement has been entered into with a review needing to be finalised soon.</p> <p>iv. <u>Decisions regarding Christmas 2017 including the parade, fireworks and event organisation (including relevant budget) to the Tourism and Leisure Committee</u></p> <p>It was proposed by Cllr Hannan, seconded by Cllr and</p>	<p><b>Chair, Cllr Hannan and Office</b></p>
<p><b>E010/17 (D)(iii)</b></p>	<p><b>RESOLVED unanimously to transfer the parade, fireworks and event organisation (including relevant budget) to the Tourism and Leisure Committee.</b></p> <p>v. <u>Decisions on any Banner Applications</u></p> <p>None received.</p> <p>vi. <u>Update and Decisions on any other Lighting matters</u></p> <p>None.</p>	<p><b>T&amp;L</b></p>



<p><b>E010/17 (E)</b></p>	<p><b>e. Streetsafe Project</b></p> <p>i. <u>Update and Decisions on any other Streetsafe matters</u></p> <p>The streetsafe began on the last bank holiday weekend, however, there were no incidents to report, the project officially begins</p>	
<p><b>E010/17 (F)</b></p>	<p><b>f. Post Office forecourt Fountain</b></p> <p>i. <u>Update and Decisions on any other Fountain and Forecourt matters</u></p> <p>The agreement is soon to expire. The Council's Legal Body are reviewing whether or not the Council are due a refund for the time the Fountain has been out of use.</p> <p>It was proposed by Cllr Hannan, seconded by Cllr Dixon and</p>	
<p><b>E010/17 (F)(i)</b></p>	<p><b>RESOLVED unanimously to end the Fountain Maintenance Agreement.</b></p>	<p><b>Office/Note to RFO</b></p>
<p><b>E010/17 (G)</b></p>	<p><b>g. Youth Initiative</b></p> <p>i. <u>Update and Decisions on the Youth Council</u></p> <p>It was stated that more ideas will need for the next meeting. The committee are in talks with various bodies.</p> <p>It was proposed by Cllr , seconded by Cllr and</p>	
<p><b>E010/17 (G)(i)</b></p>	<p><b>RESOLVED unanimously to elect Cllr Jones to lead on the Youth Initiative.</b></p>	
<p><b>E011/17</b></p>	<p><b>Town Emergency Plan Update and Decisions</b></p> <p>The Plan is ready for presentation which is currently being arranged between the relevant wards and Residents Groups.</p>	
<p><b>E012/17</b></p>	<p><b>Items for information and discussion only</b></p> <p>None</p>	
<p><b>E013/17</b></p>	<p><b>Date of the next meeting</b></p> <p>The next Economic Development &amp; General Purposes Committee meeting is to be held on Thursday 14 September 2017 and will take place at 7pm in the Council Chamber, Municipal Offices, Marcus Hill, Newquay TR7 1AF.</p> <p>The chairman thanked all members for attending and closed the meeting at 21:00.</p> <p>Signed _____ Cllr A Hannan</p> <p>Dated _____</p>	

