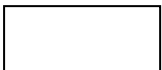


**NEWQUAY TOWN COUNCIL**

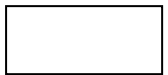
<b>MINUTE REF:</b>		<b>ACTIONS:</b>
	<p>Minutes of the <b>EDGP Committee</b> meeting that was held on <b>Thursday 14 September 2017</b> at 7pm in the Council Chamber, Municipal Offices, Newquay, Cornwall, TR7 1AF</p> <p>Present:</p> <p>Cllrs Mr Cheney (Chair), Mr Towill (V.Chair), Mrs Dixon and Mr Gardner.</p> <p>Also in Attendance:</p> <p>Mr Curtis (Town Clerk), Mr Rowley (Admin Assistant), Miss Ternouth (CCTV Manager), Mr Wright (Facilities Manager), Cllrs Monk, Mrs Craze and two representatives from Young People Cornwall.</p>	
<b>E014/17</b>	<p><b>Apologies</b></p> <p>Apologies had been received from Cllrs Mr Jones &amp; Mr Hannan. No apologies were received from Cllr Mr Hick.</p>	
<b>E015/17</b>	<p><b>Interests</b></p> <p>None.</p>	
<b>E016/17</b>	<p><b>Minutes &amp; Action Notes</b></p>	
<b>E016/17 (i)</b>	<p>i. 15 June 2017</p> <p>It was proposed by Cllr Mrs Dixon, seconded by Cllr Mr Cheney and</p> <p style="text-align: center;"><b>RESOLVED to accept the minutes of the meeting held on 15 June 2017 as read and accurate.</b></p> <p>Cllr Gardner abstained from the vote.</p>	
<b>E017/17</b>	<p><b>Matters Arising</b></p> <p>None.</p>	
<b>E018/17</b>	<p><b>Public Question Time</b></p> <p>A briefing was given from two representatives from Young People Cornwall in reference to a request for funding. It was stated that the funding was required as a 'stop gap' until more funding could be sourced to continue the work that the service provides.</p> <p>It was proposed by Cllr Mr Towill, seconded by Cllr Mrs Dixon and</p> <p style="text-align: center;"><b>RESOLVED unanimously to move to Agenda item 9 (g)</b></p>	



<b>E019/17</b>	<b>Reports from Members with Specific Responsibilities</b>	
<b>E019/17 (g)</b>	<b>g. Youth Initiative</b>	
<b>E019/17 (g)(a)</b>	<p>a. <u>Update and Decisions on the Youth Council</u></p> <p>A discussion was held on the Young People Cornwall request. Concerns were raised regarding the yearly running costs and how the service is currently run. More specifically, if Newquay Town Council was to fund the service for a temporary period, what measures are in place to ensure the service continues once funding runs out. It was stated that Full Council would require assurances to be able to work in a partnership with Young People Cornwall.</p> <p>Members discussed the potential budget which could be allocated to this project. The Town Clerk informed that there was currently a budget line set at £3500 with a further £4490 in an Earmarked Reserve for 'Youth Initiative'.</p> <p>Members also queried how the money would be allocated and paid, if that was the route the Council decided to take. The Town Clerk responded by saying this would need to be determined through discussions with Young People Cornwall. This is unlike a grant request, as the Town Council would effectively be contracting the services of Young People Cornwall direct.</p> <p>It was proposed by Cllr Mr Gardner, seconded by Cllr Mrs Dixon and</p>	
<b>E019/17 (g)(a)(1)</b>	<p><b>RESOLVED unanimously to release £3,500 of the Youth Initiative budget to Young People Cornwall and contract their services past 01 October 2017.</b></p> <p>It was proposed by Cllr Mr Gardner, seconded by Cllr Mrs Dixon and</p>	<b>Office</b>
<b>E019/17 (g)(a)(2)</b>	<p><b>RESOLVED unanimously to RECOMMEND to Full Council for the release of up to £4,490 from the Youth initiative Earmarked Reserve towards the running of the Youth Centre services with spend authority delegated to the Town Clerk, Chair and Vice-Chair subject to Young People Cornwall providing further details.</b></p>	<b>Full Council RECOMMENDATION</b>
<b>E020/17</b>	<p><b>Correspondence</b></p> <p>None.</p>	
<b>E021/17</b>	<p><b>Terms of Reference and Risk Assessment Update</b></p> <p>None.</p>	
<b>E022/17</b>	<p><b>Budget Update</b></p> <p>The budgets were presented to the Committee, however, the report was a</p>	



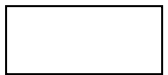
	<p>month out of date. It was stated that in October, there will be meetings for all Committees to scrutinise the budgets in order to plan for future years.</p>	
<p><b>E023/17</b></p>	<p><b>Reports from Members with Specific Responsibilities</b></p>	
<p><b>E023/17 (a)</b></p>	<p><b>a. CCTV</b></p>	
	<p>The CCTV manager gave a verbal explanation of her report.</p>	
<p><b>E023/17 (a)(i)</b></p>	<p>i. <u>Update on the Upgrades and current / new cameras</u></p>	
	<p>There are concerns around the clarity of 6 of the cameras around the town. They are outdated red vision cameras that need replacing with dome cameras. The cost to do this is £13,500, however some require additional components which increase the costs to £25,000. It was stated that there is £5,000 in the Capital Purchases budget line with £125,000 in the CCTV Earmarked Reserve.</p>	
	<p>It was proposed by Cllr Mrs Dixon, seconded by Cllr Mr Dixon and</p>	
<p><b>E023/17 (a)(i)(1)</b></p>	<p><b>RESOLVED unanimously to RECOMMEND to Full Council releases £25,000, from the CCTV Earmarked Reserve, for the replacement costs of specified CCTV cameras.</b></p>	<p><b>Full Council RECOMMENDATION</b></p>
	<p>Due to the devolution of the Marcus Hill building, a review has been taken to install CCTV across the estate. This is for information purposes only.</p>	
	<p>It was proposed by Cllr Mr Gardner, seconded by Cllr Mrs Dixon and</p>	
<p><b>E023/17 (a)(i)(2)</b></p>	<p><b>RESOLVED unanimously to give authority to the office to continue investigating and gain formal quotes.</b></p>	<p><b>Office</b></p>
<p><b>E023/17 (a)(ii)</b></p>	<p>ii. <u>Update on the CCTV Maintenance Agreement</u></p>	
	<p>Members discussed the site visit for Tolvadden CCTV control suite.</p>	
	<p>It was proposed by Cllr Mr Towill, seconded by Cllr Mrs Dixon and</p>	
<p><b>E023/17 (a)(ii)(1)</b></p>	<p><b>RESOLVED unanimously to give delegated authority to the Chair, Vice-Chair, Office and Cllr Mr Hannan to find a consensus of the committee in order to make a decision on the future of the service.</b></p>	<p><b>Chair, Vice-Chair, Office and Cllr Hannan</b></p>
<p><b>E023/17 (a)(iii)</b></p>	<p>iii. <u>Wayleave Agreements</u></p>	
	<p>The majority of the wayleave agreements had been completed; there were still a few outstanding due to the landowners not being known.</p>	



<p><b>E023/17 (a)(iv)</b></p>	<p>iv. <u>Update and Decisions on any other CCTV matters</u></p> <p>It was proposed by Cllr Mr Towill, seconded by Cllr Mrs Dixon and</p>	<p><b>Chair, Vice-Chair and Office</b></p>
<p><b>E023/17 (a)(iv)(1)</b></p>	<p><b>RESOLVED unanimously to give delegated authority to the Chair, Vice-Chair and Office to review the placement of CCTV for the doorstep green with a cost of up to £5,000.</b></p>	
<p><b>E023/17 (b)</b></p>	<p><b>b. Toilets and Temporary Toilets provision</b></p> <p>A report was given by the Facilities Manager.</p>	
<p><b>E023/17 (b)(i)</b></p>	<p>i. <u>Update and Decisions on individual facilities</u></p> <p>The Facilities Manager stated how hard his staff has worked over the season and extended his thanks to those staff.</p>	
<p><b>E023/17 (b)(ii)</b></p>	<p>ii. <u>Update and Decisions regarding Little Fistral facilities</u></p> <p>It was stated that a meeting with a charity took place, whose patrons don't have any suitable locations for toilet facilities. It was stated that the Little Fistral toilet facilities would be a suitable location for a toilet and set of showers.</p> <p>The lease documents are now with the Town Council, however, this has to be presented to Finance &amp; Policy due to the duration of the lease.</p> <p>It was proposed by Cllr Mr Towill, seconded by Cllr Mr Cheney and</p>	<p><b>Finance &amp; Policy</b></p>
<p><b>E023/17 (b)(iii)</b></p>	<p>iii. <u>Update and Decisions regarding whether Changing Places facilities should be implemented at this time</u></p> <p>The Town Council was approached by a family who requested that a Changing Place facility be provided, to aid potentially disabled people.</p>	
<p><b>E023/17 (b)(iv)</b></p>	<p>iv. <u>Update and Decisions on seeking financial support from Boardmasters</u></p> <p>A safeguarding issue was brought to the Town Council's attention regarding the showers facility being located beside the female toilets at Watergate Bay. There was potential to move the location of the showers to the bottom of the building where there is currently a changing room / shelter section.</p> <p>There were further issues with people using the toilet facilities without paying the 20p fee. It was suggested that there could be a charge requested from</p>	



<p><b>E023/17 (b)(iv)(1)</b></p>	<p>Boardmasters which would allow the toilets to go to free of charge. It was stated that this should be adopted for all events.</p> <p>It was proposed by Cllr Mr Towill, seconded by Cllr Mr Cheney and</p> <p><b>RESOLVED unanimously to set a charge for future large events using the toilets.</b></p>	<p><b>Office</b></p>
<p><b>E023/17 (b)(iv)(2)</b></p>	<p>It was proposed by Cllr Mr Towill, seconded by Cllr Mrs Dixon and</p> <p><b>RESOLVED unanimously to extend the meeting by 10 minutes.</b></p>	
<p><b>E023/17(v)</b></p>	<p>v. <u>To discuss and decide on any other toilet matters</u></p> <p>Due to requests to extend the opening hours of the toilet facilities, a report was presented which outlined the cost of hiring a new team for facilities and the potential rotas and opening hours for the future. Members agreed that the toilet facilities should be kept open later, and such, if another team is required then this would need to be reviewed.</p>	
<p><b>E023/17(v) (1)</b></p>	<p>It was proposed by Cllr Mrs Dixon, seconded by Cllr Mr Gardner and</p> <p><b>RESOLVED unanimously to RECOMMEND the Staffing Committee considers the hire of a third facilities team to the Staffing budget.</b></p>	<p><b>Staffing Committee RECOMMENDATION</b></p>
<p><b>E023/17(v) (2)</b></p>	<p>It was proposed by Cllr Mr Cheney, seconded by Cllr Mrs Dixon and</p> <p><b>RESOLVED unanimously to extend the meeting by 10 minutes.</b></p>	
<p><b>E023/17 (c) E023/17 (c)(i)</b></p>	<p>c. <b>Homelessness</b></p> <p>i. <u>Update and Decisions on any Homelessness matters</u></p> <p>The matter was still ongoing. Newquay DISC received a £500 donation from Newquay Lions in order to establish the initiative.</p>	
<p><b>E023/17 (d)</b></p>	<p>d. <b>All Aspects of Lighting (including any Banner requests)</b></p>	
<p><b>E023/17 (d)(i)</b></p>	<p>i. Update and Decisions on infrastructure and displays</p> <p>A report was presented by the Town Clerk on behalf of the Deputy Town Clerk, which gave the committee options regarding the purchase of new Christmas lights.</p>	
<p><b>E023/17 (d)(i)(1)</b></p>	<p>It was proposed by Cllr Mrs Dixon, seconded by Cllr Mr Towill</p> <p><b>RESOLVED unanimously to award the maintenance contract to APS at the cost of £15,074.25. This would take £6,000 from the</b></p>	



**Capital Purchases budget and a further £9,074.25 from the lighting installation budget.**

It was proposed by Cllr Mrs Gardner, seconded by Cllr Mrs Dixon

**E023/17  
(d)(i)(2)**

**RESOLVED unanimously to the catenary wires on East Street investigated to determine whether the infrastructure is to a standard where it can support new lighting, at the cost of £211.20. Delegated authority was give to the Chair, Vice-Chair and the Office to procure two cross street illumination up to the balance of the lighting installation budget.**

**Chair, Vice-Chair and Office**

It was proposed by Cllr Mrs Dixon, seconded by Cllr Mr Cheney and

**E023/17  
(d)(i)(3)**

**RESOLVED unanimously to purchase the tree topper at a cost of £160.**

**E023/17  
(d)(ii)**

ii. Update and Decision on the Treloggan Unit

A brief update was given, in respect to storage.

**E023/17  
(d)(iii)**

iii. Decisions on any Banner Applications

None.

**E023/17  
(d)(iv)**

iv. Update and Decisions on any other lighting matters

None.

**E023/17  
(e)**

**e. Streetsafe Project**

**E023/17  
(e)(i)**

i. Update and Decisions on any other Streetsafe matters

There are no figures to be presented to the committee yet, it is likely they would be brought to the next meeting.

**E023/17  
(f)**

**f. Post Office forecourt Fountain**

**E023/17  
(f)(i)**

i. Update and Decisions on any other Fountain and Forecourt matters

It was proposed by Cllr Mrs Dixon, seconded by Cllr Mr Gardner

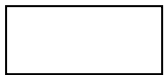
**RESOLVED unanimously to cap off the water supply and review etching a globe onto it.**

**Office**

**E024/17**

**Town Emergency Plan Update and Decisions**

This is on-going, there were meetings over the following few weeks for each ward.



<p><b>E025/17</b></p>	<p><b>Items for information and discussion only</b></p> <p>It was requested that the councillor's names be attached to the agenda to show which items they are responsible for.</p>	
<p><b>E026/17</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 18 January 2018 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 9:10pm</p> <p>Signed _____ Cllr Mr D Cheney</p> <p>Dated _____</p>	

