

<p style="text-align: center;"><b>Newquay Town Council Economic Development and General Purposes</b></p>	<p style="text-align: center;"><b>Action</b></p>
<p>Minutes of the extraordinary meeting held at 7pm on Thursday 9 June 2016, Council Chamber, Municipal Offices, Marcus Hill, Newquay.</p> <p><b>Present:</b> Cllrs C Leadbetter, A Hannan, D Cheney, K Towill, O Monk, and Mrs J Bowden</p> <p><b>Also Attending:</b> Mr A Curtis (Town Clerk &amp; RFO), Miss L Sykes (Support Officer), Mr T Wright (Facilities Manager), 3 members of the public</p> <p><b>E012/16 – To Elect a Committee Chairman for the Civic Year 2016-17</b></p> <p>It was proposed by Cllr D Cheney, Seconded by Cllr K Towill and <b>RESOLVED unanimously to elect Cllr A Hannan as Chairman for the Civic Year 2016-17.</b></p> <p><b>E013/16 - To Elect a Committee Vice-Chairman for the Civic Year 2016-17</b></p> <p>It was proposed by Cllr Mrs J Bowden, Seconded by Cllr D Cheney and <b>RESOLVED unanimously to elect Cllr K Towill as Vice-Chairman for the Civic Year 2016-17.</b></p> <p><b>E014/16 – Apologies for non-attendance:</b> Cllr Z Dixon &amp; L Harrison</p> <p><b>E015/16 - Declarations of Interest:</b> None</p> <p><b>E016/16 – To approve the Minutes of the meeting held on 03 March 2016</b></p> <p>There did need to be a change the resolution on page 4 it should read 'It was proposed by Cllr J Bowden , Seconded by Cllr C Leadbetter and <b>RESOLVED to recommend to Full Council the release of approximately £6,200 from the Earmark Reserve for the purchase of a camera at Narrowcliff Toilets.'</b></p> <p>It was proposed by Cllr K Towill, Seconded by Cllr C Leadbetter and <b>RESOLVED to approve the minutes from the meeting held on 03 March 2016</b></p> <p>Cllrs D Cheney &amp; O Monk abstained from the vote.</p> <p><b>E017/16 – Matter Arising:</b> None</p> <p><b>E018/16 - Public Question Time:</b> (10 minutes allocated)</p>	<p style="text-align: center;"><b>Full Council Note to RFO</b></p>

**Member of the Public 1**

I have attended the meeting today to hear what is to be discussed in regard to the removal of the Lollipop lady at our local school as we wish to keep her.

Cllr Leadbetter explained that he was alerted to Cornwall Councils removal of school crossing assistants across Cornwall only 48 hours previous. He has contacted the 3 schools that will be affected in Newquay to gather their responses. As you would expect they are very concerned. The schools were contacted in the Autumn as to the proposed plans to stop funding crossing assistants, the suggestion being that the school funds this position if they wish to continue the service. Cllr Leadbetter in his role as Mayor wishes to assist with this issue he is hoping that the committee will support him, his intention is to discuss this matter with local newspapers.

**Cllr C  
Leadbetter**

**Member of the Public 2**

The school we are concerned about is Newquay Junior we use the crossing opposite the Bowling Green on a daily basis.

At present it has not been made clear which crossing at Newquay Junior will be affected or if it applies to both. Newquay is growing the schools are getting busier. There are many initiatives in schools that encourage children to walk & cycle which means we will be seeing more & more use the crossings. At present the school have until the end of June to respond to the agreement proposed with the idea that it will take effect from the new academic year.

This is quite a controversial subject and will be likely to have a lot of profile.

Members discussed.

*(3 members of the public left the meeting 19.34pm)*

**E019/16 – Correspondence:**

The Town Clerk explained a letter had been received from Steve Double MP regarding business rates on our toilets. It suggests we write to Cornwall Council asking that they relieve us of paying rates on all of our toilets within Newquay.

It was proposed by Cllr A Hannan, Seconded by Cllr K Towill and **RESOLVED to give authority to the Town Clerk to write a letter to Cornwall Council asking to waive Business Rates on the toilets within Newquay.**

**Town Clerk**

**E020/16 – To receive, consider and amend Risk Assessments, Terms of Reference, Aims & Objectives:**

Members went through the highlighted changes made to the Terms of Reference.

The Tourism & Leisure Committee are keen to take on the parade aspect of Christmas but they feel the lights & fireworks should remain under the control of EDGP.

It was proposed by Cllr A Hannan, Seconded by Cllr O Monk and **RESOLVED to recommend EDGP's Terms of Reference to Full Council of approval.**

**Recommendation to Full Council**

**E021/16 – Reports from members with specific responsibilities for** (to include any action required)

Members discussed the recent incident at Killacourt toilets. The Town Clerk has now received a full incident report form Inspector Meredith.

The Facilities Manager has received reports that some Wallgates are not providing soap. APS have been out to have a look and report issues with the pumps. The Facilities Manager is awaiting feedback from the Freeholders of the Ark building as they are faulty products. APS have also noted that in line with building regulations Disabled toilet doors should open outwards the door at Killacourt opens inwards which is an issue. The Facilities Manager will pursue this with the developer as there should be a 10 year a guarantee with the contractor due to latent defects.

The Facilities Manager feels that there are too many issues with the building to justify reconfiguration of the Narrowcliff toilets. The operatives have found people in these toilets on numerous occasions first thing in the morning. The only way they can be getting it is by kicking the door, this has been witnessed by the team.

A suggestion was made previously to fix a gate to the doors similar to that at Fore Street. Members feel this may be the most effective measure at this time.

The Facilities Manager has met with the Tork Representative this week in regard to the toilet roll holders. We have been trialling a selection of holders. The black plastic style holders have proved to

be the best by far and will be used to replace our faulty ones.

APS have stated it will take roughly 4 weeks to build the toilet cabins we are looking at for the Railway.

There have been mainly positive comments in regard to the hand sanitizers at Watergate. The shower is now ready for use but we are still awaiting for the Danfo coin box rep to amend some settings on the coin box before it can be opened to the public.

The painting of the toilets has not been started yet due to workload and staff holidays. It is estimated that this will begin in 4-6 weeks & be completed before the summer.

Members felt a press release should be created to alert members of the public to the refurbishments completed in our toilets.

The Facilities Manager didn't feel that the body worn camera was fit for purpose as it is bulky and awkward. Members asked if he could only wear it when he feels it may be required i.e. in the mornings when you find people in the toilets before they are open.

The amendment to the Town Crest on the Facilities vans is to be completed tomorrow.

#### **a. Toilets and Temporary Toilets Provision**

##### *(i) Update and decisions on Individual Facilities*

It was proposed by Cllr A Hannan, Seconded by Cllr D Cheney and **RESOLVED to delegate authority to the Chair, Vice-Chair & Clerk to approve the cost for installation of security gates at the Narrowcliff toilets.**

**Chair, Vice-Chair & Town Clerk**

##### *(ii) Railway Station Update and Decisions*

A working party of consisting of K Towill, A Hannan and C Leadbetter was created at the last meeting to look at outline Planning permission. It is now felt that they should also look into creating a survey for public consultation on the development.

One member attended a meeting where it was noted that Newquay lacked business incubation accommodation.

The Clerk has been asked to make contact with National Rail again in regard to the development.

It was proposed by Cllr A Hannan, Seconded by Cllr D Cheney and **RESOLVED to agree that the working party should moved forward with outline planning permission & creating a survey for public consultation.**

##### *(iii) Heron Centre Update and Decisions*

**Working Party**

At a previous meeting we looked to possible move the portable toilets from the Railway Station to the Heron Centre but this was not felt appropriate on a recent site visit. Members discussed the option of siting a temporary toilet there for a longer period.

It was proposed by Cllr A Hannan, Seconded by Cllr K Towill and **RESOLVED to sit temporary toilets at the Heron Centre as soon as possible until after the summer holiday season.**

*(iv) Glutton Machine Update and Decisions*

The Town Clerk explained there was an issue with a leak in the toilets that is not the responsibility of the Town Council. Members discussed and are happy to agree to the machine being housed in the toilets.

It was proposed by Cllr A Hannan, Seconded by Cllr D Cheney and **RESOLVED to delegate authority to the Chair, Vice-Chair and Town Clerk to agree terms with Cory of the Glutton Machine being housed in the Beach Road Toilets.**

*(v) To discuss and decide on any other Toilet matters*

No updates at this time. It is still sitting with Cornwall Council & South West Water to come to an agreement. Members felt a press release is required regarding the toilets still remaining open.

(The Facilities Manager left the meeting 20.50pm)

**b. CCTV**

*(i) Update on the Upgrades*

The upgrades to the main camera system has been completed, there are still some on-going issues in regard to the power source as our unit is currently situated in the Airwaves Office. The Town Clerk has check with the Legal Department at Cornwall Council who have confirmed that the transfer of the cameras has not been finalised yet due to the current issues.

Picture quality problems have been raised with the Red Vision Cameras we have roughly 7 of these cameras which are specifically fitted with wiper blades – they have significantly reduced picture quality I comparison to the Bosch cameras. This style camera was previously analogue which has been transferred into digital.

SSE have produced a quotation for the installation fo a camera at Narrowcliff toilets. Members discussed and felt that gates very similar o those fitted at Fore Street should be fitted and trialled before the large outlay of funds for a new camera.

Updated camera signage is required at Trenance Cottages the CCTV Manager is sourcing quotes for this which are less than £1,000.

It was proposed by Cllr D Cheney, Seconded by Cllr A Hannan and **RESOLVED to delegate authority to the Town Clerk for the purchase of signs to be taken from the Capital Purchases Budget.**

*(ii) Wayleave Agreements*

One agreement has been signed and received back.

It was proposed by Cllr A Hannan, Seconded by Cllr K Towill and **RESOLVED to extend the meeting by 30 minutes.**

*(iii) Decisions on any other CCTV matters*

The Town Clerk discussed through the radio options that have been provide by the CCTV Manager. The CCTV Manager is recommending that we purchase the radios instead of paying a continuous rent. 9 radios have been identified as required by the Town Council.

Members discussed.

It was proposed by Cllr A Hannan, Seconded by Cllr K Towill and **RESOLVED to delegate authority to the Chair, Vice-Chair and Town Clerk to proceed with the purchase if 20 Shop Watch Members sign up to the service also. With the funds for the 9 Town Council radios to be taken from the Capital Purchases Budget.**

**c. All aspects of Lighting (including Banner requests)**

Cllr O Monk volunteered to assist Cllr A Hannan with monitoring of the lights.

The Deputy Town Clerk is looking into the new procurement rules & one off cost implications for paperwork.

*(i) Update on infrastructure and displays*

The new white lights installation throughout the town has been completed.

APS have noted that they have come across a few minor wiring problems they will fix these at no extra cost. They also noted that the Christmas lighting brackets, connections & service boxes require upgrades.

The Committee were happy to look at getting quotes for the above works.

*(ii) Condition update -Unit 5B*

**Town Clerk**

**Chair, Vice-Chair & Town Clerk**

The unit has now been cleared of all rubbish.

*(iii) Decisions regarding Christmas 2016*

The Parade aspect of Christmas has been transferred to the Tourism & Leisure Committee.

It was proposed by Cllr A Hannan, Seconded by Cllr K Towill and **RESOLVED to spend up to £2,000 on fireworks for Christmas & New Year.**

It was proposed by Cllr A Hannan, Seconded by Cllr K Towill and **RESOLVED to delegate authority to the Office to organise Christmas Trees for Marcus Hill & St Columb Minor.**

*(iii) Decisions on any Banner Applications*

Newquay BID have asked to put up banners during the summer. Members were concerned over the wording of the Banners & them staying up during the Christmas period.

**Office**

It was proposed by Cllr A Hannan, Seconded by Cllr K Towill and **RESOLVED to delegate authority to the Chair, Vice-Chair and Town Clerk to agree this after consultation in regard to wording.**

*(v) Update and Decisions on Bunting*

No update

*(vi) Update and Decisions on any other Lighting matters*

No update

**d. Street Safe Project – D Cheney**

*(i) To discuss and make any decisions appertaining to the Cash back from Crime Initiative*

No update

*(ii) Update and Decisions on any other Streetsafe Project matters*

Cllr D Cheney offered to assist with this item.

**e. Post Office Forecourt and Fountain**

*(i) Maintenance Update and Decisions*

There has been a delay with parts required to fix the fountain. The

parts have now been fitted but a issue with the pump has also occurred.

It was proposed by Cllr K Towill, Seconded by Cllr J Bowden and **RESOLVED to go ahead with new agreement for a maintenance agreement with H2O UK.**

(ii) *Future of the Fountain*

Cllr K Towill has volunteered to lead on this item.

(iii) *Update and Decisions on any other Fountain and Forecourt matters*

No Update

#### **f. Youth Initiative**

(i) *Update and decisions on the Youth Council Project*

Cllr Mrs J Bowden & O Monk to lead on this item. Although Cllrs Craze & Slade no longer sit on EDGP they may still wish to be involved with this project going forward.

The Youth Council does have the second Mayoral chain due to the main chain requiring this needs to be returned. The Youth Council do have funds to purchase their own chain.

#### **g. Angling Club**

(i) *Update and decisions on the funds collected and any other Angling Club matters*  
Cllr A Hannan is still looking into this.

#### **h. Homelessness**

Cllr D Cheney will be visiting a night shelter in Camborne next week to see what's involved. He has received support from Addaction who are keen to assist.

The soup kitchen at the Beacon is closing for a full refurbishment, although there is a second one based at the Newquay Centre run by Soul Food.

It was proposed by Cllr A Hannan, Seconded by Cllr D Cheney and **RESOLVED to extend the meeting by 15 minutes.**

#### **E022/16 - Budget Update 2016/17**

Members discussed.

#### **E023/16 – Town Emergency Plan**

Funding has been made available to complete a Town Emergency



Plan. Each Ward within the Town can also apply for grant funding to help towards an Emergency Plan Funding to complete a town plan, but you can apply for different grants for separate areas of the town.

It was proposed by Cllr A Hannan, Seconded by Cllr O Monk and **RESOLVED to support this project moving forward.**

**E024/16 - Items for discussion and any other business**

Members discussed the presentation by Fleet at the beginning of the meeting.

It was proposed by Cllr A Hannan, Seconded by Cllr D Cheney and agreed that the committee would make a recommendation to Full Council to look at using contingency to fund the maintenance of 5 defibrillators to be placed throughout the Town.

**E025/16 – Date, Time and venue of the next meeting**

The next meeting is to be decided and will be held 15 September 7pm in the Committee Room, Municipal Offices, Marcus Hill, and Newquay; with Managers Meetings with Committee at times to be decided between this meeting and the next committee meeting.

*The meeting closed at 21.45pm.*

Signed: \_\_\_\_\_  
Cllr A Hannan, Chairman

Date: \_\_\_\_\_

