

**NEWQUAY TOWN COUNCIL**

**MINUTE REF:** Minutes of the EDGP Committee Meeting held on Thursday 15 September 2016 at 2pm in the Council Chamber, Municipal Offices, Marcus Hill, Newquay. **ACTION**

**Present**

Cllrs A Hannan (Chair), Z Dixon, D Cheney, C Leadbetter and Cllr O Monk.

**Also attending**

Mr A Curtis (Town Clerk) and Mr C Rowley (Admin Assistant)

**E026/16 Apologies for Absence**

Apologies received from Cllr K Towill, T Wright and C Ternouth.

No apologies were received from Cllrs L Harrison and J Bowden.

Cllr O Monk gave apologies for late arrival.

**E027/16 To receive Declarations of Interest and Dispensations**

None.

**E028/16 To Approve the Minutes of the Meetings held on 09 June 2016**

It was Proposed by Cllr Cheney seconded by Cllr Leadbetter and

**RESOLVED that the minutes of the meeting held on 09 June 2016 were correctly recorded and they were adopted and signed by the Chairman.**

Cllr Mrs Dixon abstained from the vote.

**E029/16 Matters Arising**

Narrowcliff Toilet Camera

No longer proceeding with project.

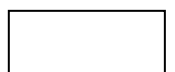
Business Rates

The Town Clerk is progressing with this.

Crossings

The schools hadn't come back with any more information.

Railway Station



The consultation was still on going, with 43 responses.

Narrowcliff security gates

Still being reviewed

Glutton Machine

This cannot go on until the leak in Beach Road toilets has been fixed.

Gould Electronics

This is on-going, the order for the radios had been placed.

Christmas Tree

The Christmas Tree had been ordered.

Fountain

The fountain was once again under repair, H2OK were proceeding to getting this fixed.

*At this time Cllr Monk entered the meeting (7:19pm)*

**E030/16**     **Public Question Time**

There are no members of public in attendance

**E031/16**     **Update to the Risk Assessment, Aims & Objectives & Terms of Reference**

No update.

**E032/16**     **Correspondence**

*None.*

**E033/16**     **To receive, consider and amend Risk Assessments, Terms of Reference, Aims & Objectives to include recommendations from Full Council as appropriate**

No update.

**E034/16**     **Reports from Members with specific responsibilities for (to include any action and changes in responsible members as required)**

**E034/16**     a) **CCTV**  
**(A)(i)**

No update.

- i. Update on the Upgrades and current/new cameras

**E034/16**  
**(A)(ii)**

- ii. To consider and decide on the Invitations to Quote for the CCTV Maintenance Contract



It was Proposed by Cllr Hannan seconded by Cllr Leadbetter and

**Office  
Note to RFO**

**RESOLVED unanimously to award the contract for CCTV Maintenance.**

**E034/16  
(A)(iii)**

iii. Wayleave Agreements

No further update.

**E034/16  
(A)(iv)**

iv. Update and Decisions on any other CCTV matters

No further update.

b) Toilets and Temporary Toilets Provision

**E034/16  
(B)(i)**

i. Update and decisions on individual facilities

Members asked the Town Clerk for a letter of appreciation to be drafted to go out to the facilities staff, for all the hard work that had been put into place this year. It was also agreed to look at changing the £1 for 10-minute shower time at Watergate Bay, to £1 for 5 minutes in the upcoming year.

**E034/16  
(B)(ii)**

ii. Railway Station Update and Decisions

The committee were pleased with the standard of the temporary toilets placed at the railway station. The consultation for future development is still in place, currently at 32 filled reports. It was also stated that an audit trail needs to be created to state that efforts were put into place to try and work alongside the railway services to revamp the area.

It was Proposed by Cllr Hannan seconded by Cllr Leadbetter and

**RESOLVED unanimously to begin work on finalising the Railway Station Business Plan**

**Chair and  
Vice Chair**

**E034/16  
(B)(iii)**

iii. Heron Centre Update and Decisions

A review into placing toilets near the Heron Centre is currently being conducted by the Chair and Vice Chair.

It was Proposed by Cllr Hannan seconded by Cllr Mrs Dixon and

**RESOLVED unanimously to give delegated authority to the Chair, Vice-Chair and Town Clerk to look at the feasibility of placing a toilet block at the Heron Centre, similar to the Railway Station Temporary Toilets**

**Chair, Vice  
Chair and  
Town Clerk**

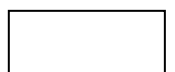
**E034/16  
(B)(iii)(1)**

It was Proposed by Cllr Hannan seconded by Cllr Leadbetter and

**RESOLVED unanimously to approach Cornwall Council to request approval in placing a block of toilets beside the Heron Centre, subject to the feasibility study**

**Office**

**E034/16  
(B)(iii)(2)**



**E034/16  
(B)(iv)**

iv. Glutton Machine Update and Decisions

No further updates for the Glutton Machine were given.

**E034/16  
(B)(v)**

v. To discuss and decide on any other Toilet matters

Killacourt Toilets

The signage for the Killacourt toilets needs to be reviewed.

Porth Toilets

The environmental officer at Cornwall Council, for Newquay, visited Porth to look at the issues with sewage. The officer had taken a series of photographs, capturing raw sewage and would be approaching South West Water.

**Facilities  
Manager**

It was Proposed by Cllr Leadbetter seconded by Cllr Hannan and

**E034/16  
(B)(v)(1)**

**RESOLVED unanimously for the Town Clerk to work with Cllr Leadbetter on drafting a letter to South West Water highlighting the concerns of raw sewage at Porth.**

**Town Clerk  
& Mayor**

Chester Road

The doors at Chester Road were currently being looked into with the intention of swapping wood for metal, as the wood was currently being damaged with vandalism.

It was Proposed by Cllr Cheney seconded by Cllr Monk and

**E034/16  
(B)(v)(2)**

**RESOLVED unanimously to give delegated authority to the Chair, Vice-Chair and Town Clerk to investigate replacement doors for Chester Road**

**Chair, Vice  
Chair and  
Town Clerk**

Signage

Signage was on order. An update would be available at the next meeting.

Opening times

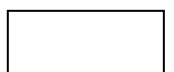
The office hadn't received any complaints that would warrant changing the opening times. The committee would look at considering different times for future events, but would keep the current opening times for the next season.

It was Proposed by Cllr Mrs Dixon seconded by Cllr Hannan and

**E034/16  
(B)(v)(3)**

**RESOLVED unanimously to extend the opening times for Fore Street Toilets, over**

**Facilities**



**E034/16 (B)(v)(4) the duration of the Fish Festival, to 9pm if possible**

**E034/16 (C) (i)** c) All aspects of Lighting (including Banner requests)  
i. Update on infrastructure and displays

It was Proposed by Cllr Leadbetter seconded by Cllr Monk and

**E034/16 (C) (i)(1) RESOLVED unanimously to request the Office obtain quotations to extend the decorative lighting to the bottom of Cliff Road.**

**Office**

Christmas lights

Upgrade works had been completed, all of the poles that are to maintain the Christmas lights are now serviceable.

It was Proposed by Cllr Hannan seconded by Cllr Cheney and

**E034/16 (C) (i)(2) RESOLVED unanimously to investigate and if feasible, reinstate the catenary poles outside Victoria Hotel.**

**Office**

It was Proposed by Cllr Hannan seconded by Cllr Cheney and

**E034/16 (C) (i)(3) RESOLVED unanimously to give delegated authority to the Chair, Vice-Chair, Cllr Monk and the Town Clerk to purchase new lighting up to the budget, then issue a press release stating savings would be invested into upgrading the infrastructure in the future.**

**Chair, Vice Chair, Cllr Monk, Town Clerk**

**E034/16 (C) (ii)** ii. Update and decisions on the Treloggan Unit

No update.

**E034/16 (C) (iii)** iii. Decisions regarding Christmas 2016

Clarification was needed regarding the Christmas Parade and T&L swap over.

**E034/16 (C) (iv)** iv. Decisions on any Banner applications

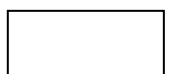
No applications were considered.

**E034/16 (C) (v)** v. Update and Decisions on Bunting

No update

**E034/16 (C) (vi)** vi. Update and Decisions on any other Lighting matters

No updates.



**E034/16  
(D) (i)**

- d) Streetsafe project
  - i. Update and Decisions on any other Streetsafe Project matters

Members asked the Town Clerk to correspond with the Street Safe Project in order to gain feedback.

It was Proposed by Cllr Hannan seconded by Cllr Cheney and

**RESOLVED unanimously to give delegated authority to Cllrs Cheney, Bowden and the Town Clerk to approve requests for funding from the Streetsafe Budget**

**Cllrs Cheney  
& Bowden,  
Town Clerk**

**E034/16  
(E) (i)**

- e) Post Office forecourt and Fountain
  - i. Update and Decisions on any other Fountain and Forecourt matters

It was Proposed by Cllr Mrs Dixon seconded by Cllr Monk and

**RESOLVED unanimously to give retrospective authorisation for Fountain repair works**

**E038/16  
(F) (i)**

- f) Youth Initiative
  - i. Update and Decisions on the Youth Council

The next meeting is next week for the Youth Council.

It was Proposed by Cllr Hannan seconded by Cllr Monk and

**RESOLVED unanimously to extend the meeting by 15 minutes.**

**E034/16  
(G) (i)**

- g) Homelessness
  - i. Update and any Decisions on homeless matters

It was proposed move Homelessness before lighting for future meetings.

**Agenda**

Members discussed Cllr Cheney's report on the progression of Homeless Matters.

It was Proposed by Cllr Hannan seconded by Cllr Monk and

**RESOLVED unanimously to extend the meeting by 5 minutes.**

*At this point Cllr monk left the meeting (9:16pm)*



**E035/16      Budget Update 2016/17**

There were no updates needed for this meeting but the Town Clerk circulated the budget and outlined the proposed budget setting process.

**E036/16      Town Emergency Plan Update and Decisions**

The Emergency Plan was currently on-going and was in the process of being drafted.

It was Proposed by Cllr Hannan seconded by Cllr Monk and

**RESOLVED unanimously to RECOMMEND to F&P that Full Council considers funding the maintenance costs of 9 Newquay Defibrillators out of the Contingency Budget**

**Finance and Policy**

**E037/16      Items for discussion and any other business of an urgent nature (information only)**

There were no updates for discussion.

**E038/16      Date & Time of next meeting**

The next meeting will be held on Wednesday 10 November 2016 in the **Committee Room 11**, Municipal Offices, Marcus Hill, Newquay at 7pm.

The Chair thanks everyone for attending and closes the meeting at 9:23pm

**Signed:** .....      **Date:** .....

