

NEWQUAY TOWN COUNCIL

MINUTE REF: Minutes of the EDGP Committee Meeting held on Thursday 09 March 2017 at 7pm in the Council Chamber, Municipal Offices, Marcus Hill, Newquay. **ACTION**

Present

Cllrs Hannan (Chairman), Mrs Dixon, Cheney, Mrs Bowden, Leadbetter

Also attending

Miss Sykes (Support Officer), Mr Rowley (Admin Assistant to the Town Clerk), Miss Ternouth (CCTV & Enforcement Manager), and Mr Wright (Facilities Manager)

E001/17 Apologies for Absence

Cllrs Monk, Towill and Mr A Curtis gave their apologies. Cllr Harrison was absent without apology

E002/17 To receive Declarations of Interest and Dispensations

None.

E003/17 Minutes & Action Notes

E003/17 (A) a) 10 November 2017

It was Proposed by Cllr Cheney seconded by Cllr Leadbetter and

RESOLVED unanimously that the minutes of the meeting held on 10 November 2017 were correctly recorded and they were adopted and signed by the Chairman.

b) 12 January 2017 (EDGP Management Meeting / Action Notes)

c) 10 February 2017 (EDGP Management Meeting / Action Notes)

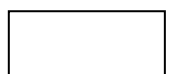
E004/17 Matters Arising

Minute Ref: E047/016 (F) (i) – The Office have contacted Fleet in regard the Defibrillators and were awaiting a response.

Minute Ref: E047/16 (F) (i) –_No responses have been received from the Press Release that was issued after the prior meeting..

Minute Ref. E045/16 (A) (iv) –_The switch over to the new digital radios was progressing rather quickly, with most organisations around the town purchasing them.

Minute Ref: E047/16 (B) (i) – The gentleman that was occupying the



ladies toilet block has been successfully evicted.

Minute Ref. E047/16 (C) (ii) – The Christmas Parade went ahead as planned and the consensus was that the event was a major success.

E005/17 **Public Question Time**

There were no members of the public in attendance

E006/17 **Correspondence**

None

E007/17 **To receive, consider and amend Risk Assessments, Terms of Reference, Aims & Objectives to include recommendations from Full Council as appropriate**

There are no current updates or amendments.

E008/17 **Reports from Members with specific responsibilities for (to include any action and changes in responsible members as required)**

E008/17 a) **CCTV**
(A)

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

E008/17
(A)(i)

The camera that was planned for The Ark had been installed, this was the last of the upgrades that have been planned. The Town Council were also informed by Cornwall Council, that the Police Crime Commissioner has released a pledge of £200,000 for upgrades to CCTV around Cornwall.

It was proposed by Cllr Leadbetter, Seconded by Cllr Cheney, and

RESOLVED unanimously to give delegated authority to the Chair, Vice-Chair and Office to submit an expression of interest in funding for some new cameras, along with investigated mobile cameras.

Chair/Vice-Chair/Office

- ii. Update on the CCTV Maintenance Agreement

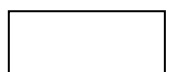
E008/17 No updates
(A)(ii)

- iii. Wayleave Agreements

E008/17 Wayleave Agreements had been issued for 5 properties. The CCTV Manager was waiting for responses. The radio link was still progressing to be moved.
(A)(iii)

- iv. Update and Decisions on any other CCTV matters

E008/17 Some of the Staff's SIA licenses are due to expire.
(A)(iv)



It was proposed by Cllr Hannan, Seconded by Cllr Cheney, and

**E008/17
(A)(iv)(1)**

RESOLVED unanimously to give delegated authority to the Town Clerk and CCTV Manager to authorise any future renewal of the licenses that are required up to the budgeted amount.

**Town
Clerk/CCTV
Manager**

The CCTV Manager requested whether or not the committee wished to increase the rota'd hours in comparison to last year. Members suggested Inspector David Meredith to establish whether the Police felt more manned hours were necessary.

It was proposed by Cllr Hannan, Seconded by Cllr Dixon, and

**E008/17
(A)(iv)(2)**

RESOLVED unanimously to give delegated authority to the Office and CCTV Manager to liaise with Inspector Meredith regards this years manned CCTV hours.

**Office/CCTV
Manager**

It was noted that one of the Councillors had attempted to contact Cornwall Council officers to set a visit for Tolvaddon to investigate the viability of moving the CCTV service.

It was proposed by Cllr Leadbetter, Seconded by Cllr Hannan, and

**E008/17
(A)(iv)(3)**

RESOLVED unanimously to give delegated authority for the Office and CCTV Manager to investigate the service offered by Tolvaddon.

**Office/CCTV
Manager**

At this time the CCTV Manager left the meeting (7:25pm).

**E008/17
(B)**

b) Toilets and Temporary Toilets Provision

i. Update and decisions on individual facilities

**E008/17
(B) (i)**

Narrowcliff site visit

The Committee were presented with a quote to have security gates fitted to the Narrowcliff Toilets. A supplier was in the process of fitting a graffiti-proof "white rock" overlay for the doors to the toilets, however, the weather had delayed the original timeframe.

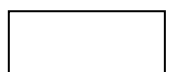
It was proposed by Cllr Hannan, Seconded by Cllr Cheney, and

**E008/17
(B) (i)(1)**

RESOLVED unanimously to give retrospective approval for the security fencing and white rock door overlays for the Narrowcliff Toilets at a cost of £3845.

Porth Toilets

One of the ladies toilet cubicles had been shut for almost a year due to a leak in a cemented toilet pan.



It was proposed by Cllr Hannan, Seconded by Cllr Dixon, and

**E008/17
(B) (i)(2)**

RESOLVED unanimously to progress with works in order to make the cubicle fit for purpose

**Facilities
Manager**

Esplanade Toilets

There have been issues regarding the "entry doors" due to vandalism; therefore the Facilities Manager requested approval to replace these with heavier duty fire doors.

It was proposed by Cllr Hannan, Seconded by Cllr Dixon, and

**E008/17
(B) (i)(3)**

RESOLVED unanimously to give approval to carry out the list of works at the Esplanade Toilet Block presented by the Facilities manager provided costs are within budget.

**Facilities
Manager**

Door Signage Holders

The facilities manager has investigated signage holders for more of the doors on the toilets.

It was proposed by Cllr Hannan, Seconded by Cllr Cheney, and

**E008/17
(B) (i)(4)**

RESOLVED unanimously to give approval for the ordering of the signage holders provided costs are within budget.

**Facilities
Manager**

The committee were then informed of a further list of emergency works for the toilets.

It was proposed by Cllr Hannan, Seconded by Cllr Cheney, and

**E008/17
(B) (i)(5)**

RESOLVED unanimously to give delegated authority to the Chair, Vice-Chair and Office to approve the requested work, subject to budget.

**Facilities
Manager/
Chair/Vice-
Chair/Office**

**E008/17
(B) (ii)**

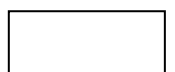
ii. Railway Station Update and Decisions

Cllr Hannan visited one of the Padstow toilet blocks that had been purposely designed. It was stated that this was a rather simple, modular design, however, in his opinion, surprisingly efficient.

It was proposed by Cllr Hannan, Seconded by Cllr Mrs Bowden, and

RESOLVED unanimously to request that the Office and Facilities Manager contact Padstow Parish Council to request any information in regard to their purpose built toilets.

**Facilities
Manager/
Office**



**E008/17
(B) (iii)**

iii. Heron Centre Update and Decisions

A suggestion was made to do a community toilet trial scheme with the Heron Centre for a year.

It was proposed by Cllr Hannan, Seconded by Cllr Cheney, and

RESOLVED unanimously to give delegated authority to the Chair, Cllr Leadbetter and the Office to contact the owners of the Heron Centre to attempt to establish a community trial scheme, with a spend of, up to the full budget. If the Community Toilet Scheme fails, the spend will be used on temporary toilets.

**Chair/Cllr
Leadbetter/
Office**

**E008/17
(B) (iv)**

iv. To discuss and decide on any other Toilet matters

None.

At this time the facilities manager left the meeting (8:04pm)

**E008/17
(C)**

c) Homelessness

**E008/17
(C) (i)**

i. Update and Decisions on any Homelessness matters

Cllr Cheney gave a report on the Homelessness matter, in which it was stated that a group of people had come together in order to establish a Homeless Initiative, in which, 2 meetings had taken place since the previous committee meeting. It was then stated that Cllr Cheney was investigating the costs required to "man" the Methodists church, in order to open it for the benefit of the "homeless".

It was proposed by Cllr Cheney, Seconded by Cllr Mrs Dixon, and

**E008/17
(C) (i)(1)**

RESOLVED unanimously to RECOMMEND Finance and Policy investigates the funding streams for this committee to deliver the project.

**F&P
Recommendation**

It was proposed by Cllr Cheney, Seconded by Cllr Mrs Dixon, and

**E008/17
(C) (i)(2)**

RESOLVED unanimously to request that the Office and Cllr Cheney assist the Homeless Initiative of writing a letter in order to attempt to secure funding.

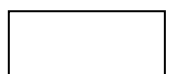
**Office/Cllr
Cheney**

It was proposed by Cllr Leadbetter, Seconded by Cllr Hannan, and

E008/17

RESOLVED unanimously to give delegated authority to the Chair, Vice-Chair and Office

**Chair/Vice-
Chair/Office**



(C) (i)(3) to write a letter to Cornwall Council in order to state the plans for the Homeless Initiative and request any information regards funding.

E008/17 (D) d) All aspects of Lighting (including Banner requests)

i. Update on infrastructure and displays

E008/17 (D)(i) Deputy Town Clerk had put a report together, to determine whether or not any of the lights would be able to be repaired or replaced.

It was proposed by Cllr Hannan, Seconded by Cllr Cheney, and

RESOLVED unanimously to accept the Deputy Town Clerks recommendation of Option 2, which included the total spend of £1,690.53.

Deputy Town Clerk

ii. Update and decisions on the Treloggan Unit

E008/17 (D)(ii) It was stated that the Finance and Policy committee had resolved to extend the lease of the unit for another year, while other options are reviewed.

E008/17 (D)(iii) iii. Decisions regarding Christmas 2017

A discussion took place regarding the Christmas 2017 light switch on.

It was proposed by Cllr Cheney, Seconded by Cllr Mrs Bowden, and

RESOLVED unanimously to support Newquay BID in preparations for the Christmas Parade.

E008/17 (D)(iv) iv. Decisions on any Banner applications

No update

E008/17 (D)(v) v. Update and Decisions on Bunting

None.

E008/17 (D)(vi) vi. Update and Decisions on any other Lighting matters

It was requested that a review was taken of the Motif Lighting, to determine whether or not the committee should purchase more for the next Christmas Parade.

E008/17 (E) e) Streetsafe project

i. Update and Decisions on any other Streetsafe Project matters

E008/17 (E)(i)



Cllr Cheney gave an update on the Streetsafe Members, which included a list of supplies and training that they required.

It was proposed by Cllr Cheney, Seconded by Cllr Hannan, and

RESOLVED unanimously to give retrospective approval for a spend of £5,400 for training courses.

**E008/17
(F)**

f) Post Office forecourt and Fountain

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

**E008/17
(F)(i)**

The Fountain Consultation had been extended for another two weeks, therefore there are no decisions to be made.

**E008/17
(G)**

g) Youth Initiative

The committee were informed of a new Youth Officer role that had been established

It was proposed by Cllr Mrs Dixon, Seconded by Cllr Leadbetter, and

RESOLVED unanimously to give delegated authority to the Chair and Cllr Monk to contact Cornwall Council's Youth Officer.

**Chair/Cllr
Monk**

E009/17

Town Emergency Plan Update and Decisions

The Emergency Plan has been prepared, the presentation and final publishing matters are still being prepared.

E010/17

Items for discussion and any other business of an urgent nature (information only)

None

E011/17

Date & Time of next meeting

The next meeting will be held on Wednesday 13 April 2017 in the **Committee Room 11**, Municipal Offices, Marcus Hill, Newquay at 7pm.

The Chair thanks everyone for attending and closes the meeting at 8:53pm

Signed: **Date:**

