

MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON MONDAY 4 JULY AT 7.00PM IN THE COUNCIL CHAMBER, TOWN HALL, PENRYN

Councillors

C K Wenmoth (Chairman)

Mrs M V Bennett, D Garwood, K S Green, Mrs B Hulme, Mrs M K May, R P Mitchell, Mrs S Peters and M Snowdon

1. APOLOGIES

Apologies were received from Councillor G C Rickard (ill).

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. DISPENSATIONS

There were no requests for dispensations.

4. PUBLIC PARTICIPATION

No requests had been received from members of the public wishing to speak at the meeting.

5. ELECTION OF VICE-CHAIRMAN

RESOLVED that Councillor Mrs M K May be elected Vice-Chairman for the civic year 2016–2017.

Proposed by Councillor C K Wenmoth and seconded by Councillor Mrs M V Bennett

6. TERMS OF REFERENCE

The Terms of Reference for the Amenities Committee were noted.

7. ASSET REGISTER

The following items listed on the asset register required their locations to be confirmed:

- Town Clerk's Wand of Office
- Silver Medal in case commemorating the loss of the Kent
- Antique Silver Seal

The Asset Register was noted.

8. PENRYN LIBRARY

The Town Clerk gave a verbal report about the proposed layout for the first floor of the library to enable the Town Council staff to be accommodated should the service be devolved.

RESOLVED delegated authority be given to the Town Clerk to instruct RTP Surveyors to prepare the plans and Building Regulations for the internal alterations of the first floor of the library, for submission to Cornwall Council for approval at an estimated cost of £700.

Proposed by Councillor M Snowdon and seconded by Councillor Mrs B Hulme

9. MEMORIAL GARDENS

Councillor M Snowdon gave an overview of the works that are underway in the Memorial Garden and opened a discussion on how the budget saving could be best spent.

RESOLVED that the remaining uncommitted budget be used for the recommendations raised in the RoSPA report dated 19 April 2016.

Proposed by Councillor Mrs B Hulme and seconded by Councillor Mrs S Peters

10. GLEBE CEMETERY

A lengthy discussion took place regarding the overall condition of the cemetery.

RESOLVED that

- (a) the Finance Officer be directed to investigate the cost of adding levelling of graves to the contract for maintenance of the Glebe Cemetery and the purchase of topsoil bulk bag and report back to the next meeting;
- (b) the proposal that the excess space between burial rows be allocated for cremated remains be deferred to the next meeting;
- (c) the proposal that the Glebe Cemetery Regulations be amended to include small headstones referred to in (b) be deferred to the next meeting; and
- (d) the Finance Officer be directed to seek to obtain three quotes for grave digging and report back to the next meeting with a recommendation for a suitable charge for this service.

Proposed by Councillor D Garwood and seconded by Councillor Mrs B Hulme

11. TOWN HALL

The Committee discussed the condition of the paintwork within the Town Hall, and

RESOLVED that

- (a) the paintwork be 'touched in'; and
- (b) should the 'touching in' be unsuccessful, the Finance and General Purposes Committee recommends to Council that funds be vired from general reserves for redecoration of the main hall up to a limit of £3,000.

12. CHRISTMAS LIGHTS

The switch-on of the Christmas Lights was scheduled for Saturday 3 December 2016 and it was commented that it was one of the most popular events on the annual calendar. A discussion took place on how Council could assist with the event to ensure its continuing success.

RESOLVED that

- (a) the Committee pledges to support the annual Christmas Lights event; and
- (b) the Penryn Week Committee arranges the 'switch on' event, with assistance as required from the Amenities Committee.

Proposed by Councillor R P Mitchell and seconded by Councillor Mrs B Hulme

13. PENRYN CLOCK TOWER

The update report on the damp in the Clock Tower was noted.

14. GLASNEY PLAYING FIELD

The update report regarding the drainage in Glasney Playing Field was noted.

15. MAINTENANCE SCHEDULE

The 'maintenance schedule – current inspections' was noted. Councillors were advised that a maintenance schedule would be drawn up for the Council assets and areas managed by the Council following the completion of the Committee tours.

16. COMMITTEE TOUR

A discussion regarding a tour of the Council assets took place.

Councillors were requested to email the Finance Officer with the assets they wished to visit in order that the Finance Officer may arrange a suitable date and time.

There being no further business the meeting closed at 9.03pm.