

MINUTES OF A MEETING OF THE **AMENITIES COMMITTEE HELD ON MONDAY
12 SEPTEMBER 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 and M Snowdon

17. APOLOGIES

Apologies were received from Councillors Mrs S Peters (ill) and G C Rickard (personal).

18. DECLARATIONS OF INTEREST

There were no declarations of interest.

19. DISPENSATIONS

There were no requests for dispensations.

20. PRESENTATION MAKING PENRYN BUZZ

Bethany Roberts, university student, gave a presentation on 'Making Penryn Buzz', a pollinator scheme to encourage the return of various species of bees to towns.

Councillor C K Wenmoth reported that, together with Councillor Mrs M K May and the Finance Officer, he had met with Cormac and discussed the possibility of including 'pollinator friendly' shrubs in the Memorial Garden planting scheme.

21. PUBLIC PARTICIPATION

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

22. MINUTES

Councillor C K Wenmoth reported that the three items previously identified on the Asset Register as 'unable to find' had since been located.

RESOLVED that the minutes of the meeting of the Amenities Committee held on 4 July 2016 be approved and signed as a correct record.

Proposed by Councillor Mrs M K May and seconded by Councillor M Snowdon

The minutes of the meeting of the Penryn Week Committee held on 9 August 2016 were noted.

23. GLEBE CEMETERY

The Committee considered a report from the Finance Officer containing a number of recommendations to address issues with sinking graves and the layout of plots at the Glebe Cemetery.

RESOLVED that responsibility for grave digging remains with the funeral director and that the cemetery be regularly monitored.

Proposed by Councillor M Snowdon and seconded by Councillor D Garwood

RESOLVED that

- (a) the Town Council's contractor be instructed to carry out levelling of graves in accordance with a schedule to be produced by the Finance Officer using the method of adding topsoil and reseeded at a cost of £20 per grave; and
- (b) the grave levelling process be reviewed by the Amenities Committee in six months.

Proposed by Councillor M Snowdon and seconded by Councillor K S Green

RESOLVED that

- (a) the cremated remains section remains independent from burials; and
- (b) the space to be allocated for a burial and the distance between rows be calculated to ensure the best use of available space.

Proposed by Councillor M Snowdon and seconded by Councillor Mrs M K May

24. COMMITTEE TOURS AND MAINTENANCE SCHEDULE UPDATE

RESOLVED that

- (a) the report be noted;
- (b) formal terms be agreed with the Dracaena Centre for the use of the Old Gentlemen's Hut clarifying responsibilities for maintenance; and
- (c) the Maintenance Schedule be a standing report on the Amenities Committee Agenda to ensure progression of repairs.

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

25. COMMUNITY WARDEN UPDATE

RESOLVED that

- (a) the report be noted;
- (b) photographic ID badges be requested from Cornwall Council; and
- (c) a letter of thanks be sent to Mr Peters.

Proposed by Councillor Mrs M K May and seconded by Councillor Mrs B Hulme

26. LITTER BINS

Councillors discussed the potential location of new litter bins to be installed in Penryn. Cornwall Councillor Mrs Mary May reported that at her request the two bins in Permarin Car park had been removed in an effort to reduce the amount of waste being deposited in and around the litter bins. Councillor May advised that she would continue to monitor the situation and report back to the Committee at a later date.

RESOLVED that delegated authority be granted to the Town Clerk, in consultation with the Chairman of the Amenities Committee, to determine the locations and types of additional litter bins to be installed in Penryn.

Proposed by Councillor D Garwood and seconded by Councillor R P Mitchell

27. EMERGENCY PLAN

RESOLVED that an application for the Community Emergency Plan Grant be submitted to Cornwall Council for the purpose of purchasing the items as listed in the report.

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

28. WASTE REDUCTION SCHEME

Councillor R P Mitchell gave an update on the progress he had made on a waste reduction scheme, and various meetings that he had attended. A discussion followed of various suggestions for the reduction and recycling of waste.

RESOLVED that further consideration be given to a waste reduction scheme at the next scheduled meeting of the Amenities Committee.

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

29. HALL HIRE CHARGES

The Committee considered a report with a number of recommended changes to hall hire charges based on feedback from potential hirers and a review of comparable community halls managed by other Town and Parish Councils. During discussion, a number of comments were made including the following:

- the kitchen was part of the hall and should not be charged for separately;
- the projectors were purchased with grant funding for use by the community and should be free to hire;
- various clubs and halls had been struggling; and
- increased charges could have a negative impact on some of the existing hall users.

RESOLVED that hall hire charges remain unchanged until a further review at the meeting of the Amenities Committee to be held in September 2017.

Proposed by Councillor Mrs M K May and seconded by Councillor K S Green

30. MEMORIAL GARDEN POWER SUPPLY

Councillor Snowdon gave a verbal report on a proposal to install a power supply in the Memorial Garden for use during town events. Councillor K S Green advised that he was willing to donate armoured cabling should it be required.

RESOLVED TO RECOMMEND TO THE FINANCE AND GENERAL PURPOSES COMMITTEE that Council be recommended to set aside an additional budget in the current financial year for the purpose of installing a power supply in the Memorial Gardens.

Proposed Councillor M Snowdon and seconded by Councillor K S Green

31. TOWN HALL INTERIOR REDECORATION

RESOLVED TO RECOMMEND TO THE FINANCE AND GENERAL PURPOSES COMMITTEE that Council be recommended to vire funds from general reserves for the interior decoration of the Town Hall up to a limit of £3000.

Proposed by Councillor Mrs M K May and seconded by Councillor D Garwood

32. PRE-BUDGET DISCUSSION

RESOLVED that due to time constraints, the item be deferred to an extraordinary meeting of the Amenities Committee to be held on Monday 26 September 2016 at 7.00 p.m. in the Council Chamber, Town Hall, Penryn.

Proposed by Councillor Mrs M K May and seconded by Councillor R P Mitchell

There being no further business the meeting closed at 9.20pm.