



Port Isaac • Trelights • Port Gaverne

**MINUTES OF THE AMENITIES COMMITTEE MEETING
HELD IN PORT ISAAC SCHOOL
ON WEDNESDAY, 18th MAY 2016
Following the Extraordinary Meeting**

Present:	Cllr. Raynor (Chairman) Cllr. Collings Mrs Thompson (Clerk)	Cllr. Coles Cllr. Penny (CC/PC)	Cllr. Cleave Cllr. Williams
Minute	AGENDA ITEMS		Action
AC11/16	<u>Amenities Chairman 2016/17</u> – it was RESOLVED to elect Cllr. Raynor as Chairman of the Amenities Committee for 2016/17.		
	<u>Chairman’s Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.		
AC12/16	<u>Apologies</u> – Cllr. Dawe (work commitment) and Brogan (maternity leave).		
AC13/16	<u>Members’ Declarations</u> – a. <i>Registerable Declarations of Interests</i> – none. b. <i>Non-registerable interest</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.		
AC14/16	<u>Amenities Committee Membership</u> – Minute AC04/2016 refers. It was RESOLVED to co-opt Cllrs. Brogan and Cleave to the Amenities Committee. The Clerk to advise ICT Connect Ltd. and request the website is updated.		Clerk
AC15/16	<u>New Road WC</u> – a. <i>Building Works</i> – Cllr. Raynor said the drains had become blocked and DinoRod had been called to clear them on the following day. There was an issue with the timing of installation of the Pay As You Go doors, which is causing problems. He advised that a quotation had been received from Kovia Asbestos Management Ltd. to remove the asbestos in the disabled WC at a cost of £2,200+VAT; as the work was essential to avoid delay with the project, the quotation had been accepted. Members considered the minimum hours that the Post Office can use the premise once the building work is done. Cllr. Raynor said the Post office Contract will be as before with the Camelford PO – two hours on two days to begin with. Cllr. Raynor had drawn up a plan showing the location of power points, etc. This can be easily changed in the future. Cllr. Collings pointed out that separate electricity meters will be needed for the shop and WCs. b. <i>Pay As You Enter Doors</i> – see above.		

AC16/16	<p><u>Playing Field</u> –</p> <p>a. <i>Toilets / Kiosk</i> – Cllr. Penny said the first step was to decide where the building is to be put. Cllr. Collings said a decision needed to be made about the type of WCs, e.g. Unisex; changing rooms were also essential for organised games. He and Cllr. Bell will measure the site and consider matters such as sewage, etc. and will report to the June Full Council meeting.</p> <p>NOTE – possible funding may be available through the Leader Project.</p> <p>b. <i>Play Equipment</i> – Minute 07b/2016 refers. It was understood Mrs Bell was going to make a further grant application for play equipment to ‘Awards for All’. Cllr. Collings will speak to Mrs Bell.</p> <p>Noted there is a legal obligation to abide by UK Public Contract Regulation 2015, which means we must publish contract opportunities over £25,000 on Contracts Finder.</p> <p>c. <i>RoSPA Report</i> – Members considered the RoSPA report and the only issues raised were some rotting.</p>	<p>Cllrs. Bell / Collings</p> <p>Cllr. Collings</p>
AC17/16	<p><u>Public Rights of Way (PROW)</u> –</p> <p>a. <i>Allocation of PROWs</i> – Minute AC08a/2016 refers. A1 Surgery had been asked to list on their invoice when a path had been cut. Members to allocate PROWs to Members for checking upon receipt. The Clerk reported that as yet, the PROWs had not been cut.</p> <p>Cllr. Collings said it wasn’t clear which paths are the responsibility of the PC under the LMP agreement and which are being cut as ‘extra’.</p> <p>Noted the PC received £750 in 2015/16, which leaves a balance of £223 from the £973 LMP Allowance. This amount will now be accrued on the allowance for 2016/17.</p> <p>b. <i>Ramblers Association</i> – Minute AC08b/2016 refers. The Clerk reported she had emailed the Ramblers Association and asked for the contact details for the local branch, in order to seek their assistance / advice on the most used PROWs. Cllr. Williams said it would be useful to know if the Ramblers could walk the PROWs and advise on what work is needed.</p>	Clerk
AC18/16	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>Hedge Laying</i> – Cllr. Williams said the hedge between the playing field and the car park needs to be layered. The Clerk to ask A1 for a quotation.</p>	Clerk
AC19/16	<p><u>Date of Next Meeting</u> – 22nd June 2016.</p>	
AC20/16	<p><u>Meeting Closed</u> – 19.44pm.</p>	

Signature: (Cllr. Raynor)
Chairman

Date: 13th June 2016