



Port Isaac • Trelights • Port Gaverne

MINUTES OF THE AMENITIES COMMITTEE MEETING HELD IN PORT ISAAC SCHOOL ON WEDNESDAY, 21st DECEMBER 2016 @ 6.30pm

Present:	Cllr. Raynor (Chairman) Cllr. Dawe	Cllr. Coles Cllr. Williams	Cllr. Collings Mrs Thompson (Clerk)
Minute	AGENDA ITEMS	Action	
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present and advised them of exits, local hazards, location of WCs, etc.		
AC70/16	<u>Apologies</u> – Cllr. Cleave. Cllr. Penny was not present.		
AC71/16	<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.		
AC72/16	<p><u>New Road WC / Shop</u> –</p> <p>a. <i>Building Works</i> – Cllr. Raynor said we were awaiting Building Regulations, prior to the works being signed off.</p> <p>b. <i>Shop</i> – Cllr. Coles said John Brays' fee is £850 to advertise the shop. Cllr. Williams will circulate the draft 'blurb'. Members AGREED to proceed, but wanted to have a list of applicants to select the successful candidate.</p> <p><u>Disabled Ramp, New Road</u> – decision delegated to the Amenities Committee Meeting. Minute 231/2016 refers. It was RESOLVED to accept the quotation from Julian Harris for £5,980 + VAT. Cllr. Raynor will inform Ms Hayden of the decision. Cllr. Williams said Mr Harris had pointed out that the doors need to be modified to stop rain accessing the building.</p> <p><u>New Road WC Maintenance</u> – it was RESOLVED to write to Mr Phil Burnard to confirm Members would like him to attend to the maintenance matters at the New Road toilets and ask 'Cormac cleaners central' to report directly and promptly to him with any faults, etc.</p> <p>It was further RESOLVED the procedure would be that Mr Burnard will visit the premises and estimate costs and obtain the Clerk's approval to proceed. Members identified a number of tasks they wish Mr Burnard to deal with, including:</p> <ul style="list-style-type: none"> • Fitting new toilet roll holders, Cormac to be asked to provide perforated toilet rolls, when this had been done. • Fitting hooks on the inside of the toilet doors, and • Fitting new, more suitable door closures. <p>Cllr. Raynor said the drains need checking weekly, as the excess toilet paper is causing blockages. He will do this for the time being.</p>	<p>Cllr. Williams</p> <p>Cllr. Raynor</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Raynor</p>	

	<p>c. <i>Bin Storage</i> – Minute AC50b/2016 refers. Cllr. Williams reported she had spoken to Mr Ken Polmounter, CC regarding the removal of the nine, chained wheelie bins but had not received a reply. County Cllr. Penny is pursuing.</p> <p>d. <i>Pay As You Enter Doors</i> – Cllr. Coles reported the creator of the program for the MOXI equipment had made a site visit and they are now working.</p> <p>e. <i>Cleaning Contract</i> – the Clerk to draft a document inviting tenders from cleaning agencies, based on the existing contract with Cormac, to include twice daily cleaning during the summer months. Cllr. Raynor will draw up an advertisement.</p> <p>f. <i>New Road WCs / Shop Business Rates</i> – the Clerk reported the Valuation Office Agency (VOA) is to make a site visit to both the New Road complex and the Main Car Park to reassess the business rates. Cllr. Collings suggested treating the overflow area as seasonal only to save on the rates.</p>	<p>Cllr. Penny</p> <p>Cllr. Coles</p> <p>Clerk</p> <p>Cllr. Raynor</p>
AC73/16	<p><u>Playing Field</u> –</p> <p>a. <i>Toilets / Kiosk / Shelter</i> – Minute AC65a/2016 refers. Cllr. Williams reported a 'sketch plan' will be provided in the New Year.</p> <p>b. <i>New Play Equipment</i> – Minute AC51b/2016 refers. In the absence of Cllr. Cleave there was no update.</p> <p>Cllr. Raynor reported the wrong goal nets had been delivered, but the right ones were now to hand and would be erected this weekend.</p> <p>c. <i>H&S Inspections</i> – Minute AC51c/2016 refers. Members considered the operational inspection records for the play equipment from Cormac. It was RESOLVED to provide a copy to Mr Burnard for his possible action.</p>	<p>Cllr. Williams</p> <p>Clerk</p>
AC74/16	<p><u>Public Rights of Way (PROW)</u> –</p> <p>a. Cllr. Raynor reported he had spoken to Mr Tony Wainwright about the PROWs (Minute 227d/2016 refers).</p>	
AC75/16	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. None.</p>	
AC76/16	<u>Date of Next Meeting</u> – 25 th January 2017.	
AC77/16	<u>Meeting Closed</u> – 19.06pm.	

Signature: (Cllr. Raynor)
Chairman

Date: 9th January 2017