



The minutes of the Estates and Properties Committee **Friday 15th March 2024.**

1. To note Councillors present

Cllr Shaw opening the meeting at 10:00 with 3 other Councillors present: Cllrs, Burgis, Rotchell, Elford and GM. EP/24/001

2. To receive Apologies for absence with reasons

Cllr Hewlett- Away. EP/24/002

3. To receive Declarations of Interest & Approve Dispensations

None EP/24/003

4. Public question time (15 minutes allowed for this) none. EP/24/004

5. To receive and approve the Minutes of 15th December 2023:

It was resolved to approve the Meeting Minutes of 15th December 2023.

Proposed: Cllr Rotchell **Proposed:** Cllr Elford Unanimous **EP/24/005**

6. To receive Clerk's report

CCTV update, all parts received, awaiting the use of scaffolding to repair - Clease Road Car park update- in talks with Jay signs regarding signage quote, contacted permit supplier (Avery Dennison) to redesign permits for Clease road for when charging period starts.

Allotments New System going well, all moved over to Scribe allotments automated system. BH contacted everyone on the waiting list to confirm interest in preparation for tenancy renewals. New issue with Ladies' toilet drainage, suspected collapsed drain on the internal storm water drainage- MG advised not an urgent issue as they can withhold internal power washing and use other methods instead. Cllr Shaw requested to review the Lease agreement. LM to find Lease.

Churchfield Car Park update, due to the delay in work commencing and the fenced area causing public dismay, Cllr Rotchell proposed to suspend charges until the Friday 5th April.

Proposed: Cllr Rotchell **Proposed:** Cllr Shaw Unanimous **EP/24/006**

7. To receive Grounds Manager's report

Update from MG- The bench by Broadwood Bridge has been repainted and re slatted. Bench no' 5 has been stripped back ready for framework to be painted when weather allows. The gate at the entrance to the Park and Bandstand ironwork identified to be painted when weather allows. Market place, toilet facilities currently going through a tidy up- repainting inside and out, resealing toilets, re-staining window frames and grout work cleaned. Issue with drain in Ladies toilets, clearflow were called out but couldn't clear the blockage- suspected collapsed drain. See Clerks report.

Cllr Rotchell noted the fascia boards around the ground shed, which form part of the mural are rotten- they need replacing before the mural is redone this year, which is in the budget. MG to check for window in maintenance shed as everything is getting damp, if this can be opened it will need to be secured with Bars or something suitable- Drainage issues outside, MG questioned angle of drainage may be the issue as water backs up right in front of the door. This will eventually need investigating. Clease Road bus shelter, Ply wood has been vandalised, happened in the last day or two, needs

Signed:

Date: 3 June 24

replacing, consider aluminium sheets for a more permanent fix. Discussed Brambles leading up to the pond, ideally need trimming back, this would need to be done before nesting season. Discussed the need to plant trees in this area to create a canopy and reduce bramble growth- One Parishioner has an oak tree she wants to plant – consider this area. Andy and Neil to meet next week and discuss further. LM to revisit tree budget and get a price for Redwood – estimate at least 6 big trees required- suggested English broadleaf- 6ft minimum.

EP/24/007

8. Agenda items None

EP/24/008

9. To receive portfolio holder reports

Play Areas/OCM. – Fence now in stock awaiting installation.

Enfield Park – Playground inspection due this year- JB making arrangements. Brambles need to be cut back before nesting season.

Car Parks – discussed during Clerks Report. Discussed the existing bike rack in Churchfield not meeting the needs of the public. Cllr Rotchell to ask Leisure centre how much their new bike racks cost as they seem more effective. Ideally ones with top shelter.

Cemetery & Orchard – none

Allotments & Footpaths – reasonably tidy- time to trim the footpaths- Simon Swell- LM to check how many allotments are currently empty.

Town Hall – BH & Cllr Rotchell visited Torpoint library. They have lots going on- but they have the space- everything we looked at requires more space than we have. BH made contact with an antiques Valuer who has been to us previously- he's going to come back and do a session here on a Wednesday free of charge.

EP/24/009

10. Date & Items for next meeting.

19th April 2024

Meeting closed 11.37am

Signed:



Date:

3. June 24