

LISKEARD TOWN COUNCIL

AT A MEETING of the **PROPERTY COMMITTEE** held in the Council Chamber on Tuesday 12 July 2016 at 7.00 pm there were present:

The Mayor Councillor Jane Pascoe

The Deputy Mayor Councillor Christina Whitty

Councillor Ian Goldsworthy - in the Chair

Councillor - Sally Hawken

Town Clerk - Steve Vinson

Minute Clerk - Stuart Houghton

Members of the Public – None

Facilities Manager - Tony Misson

The Chairman advised those present of Housekeeping matters

99/16 APOLOGIES

Councillor Goldsworthy apologised for his late arrival.

An apology was received from Councillor Martin Menear

100/16 DECLARATIONS OF INTEREST

None.

101/16 MINUTES OF MEETING HELD ON 14 JUNE 2016

The Mayor proposed, the Deputy Mayor seconded and the Committee **APPROVED** the Minutes of the meeting held on the 14 June 2016.

102/16 TO RECEIVE AN UPDATE ON ITEMS FROM THE LAST MEETING, TOWN CLERK'S REPORT

The Town Clerk's report had been circulated and was noted.

1. Advertising on Bus Shelters

The Town Clerk reported that he had received a partial reply from Cornwall Council saying that they had no objections in principle, but the opinions of the Divisional Surveyor and Planning Officers should be sought.

The Chair asked the Committee if there were any objections to the principle of advertising on the Bus Shelters; no objections were raised, the Town Clerk was asked to obtain the opinions of the Divisional Surveyor and Planning Officers and report to the next meeting of the Committee.

2. Notification of a proposed open day at the Pengover Allotments

The Pengover Allotments Association was planning to hold an open day to encourage people to take up gardening on allotments. They had proposed 13 or 14 August 2016, as the National Allotment week ran from 8 August to 14 August 2016. The Town Clerk had informed the Association that one of these dates clashed with the Ploughman's Festival.

The Allotment Association also wished to discuss how they could be more active in the management of the Allotments; the Chair asked the Town Clerk to arrange a meeting with the secretary of the Allotment Association to discuss this. It might be possible to allocate the annual budget for the Allotments to the Association, for them to control it.

Councillor Hawken suggested that the Allotment Association be put in touch with the Community Gardening Group; they might have some expertise that could be helpful to each other.

103/16 PUBLIC PARTICIPATION

No members of the public were present.

104/16 BUDGET REPORT TO 30 JUNE 2016

The budget report to 30 June 2016 had been circulated and was noted. The Chair commented that the payment received from the Feed in Tariff was not shown.

105/16 RESIGNATION OF THE MAINTENANCE MAN

Details of the resignation had been included in the Town Clerks report with the recommendation that he would not be replaced.

Councillor Hawken proposed, the Mayor seconded and the Committee **RESOLVED** that the Facilities Manager present his proposals for completion of maintenance work to the next meeting of the Committee.

106/16 DECORATION OF THE EXTERIOR OF FORESTERS HALL

The Town Clerks report contained details of the proposal for the completion of this work following the resignation of the Maintenance Man.

The Chair proposed, Councillor Hawken seconded and the Committee

RESOLVED to give delegated authority, to the Chair and Town Clerk, to select a contractor to do the work, up to a maximum cost of £4k.

The monies allocated for the Maintenance Man's salary should be used as a contribution towards this cost.

107/16 THORN PARK

Details of the progress and proposals for the replacement of the damaged play equipment were in the Town Clerk's report.

Councillor Hawken said that she had met with the resident who had volunteered to organise a fund raising event to contribute towards the cost of replacing the damaged equipment. She would discuss the options with the users of the Park at the fundraising event this weekend.

1. The Chair proposed, Councillor Hawken seconded and the Committee **RESOLVED** to replace the fire damaged play equipment, with swings, up to a maximum cost of £3k.
2. The Chair proposed, Councillor Hawken seconded and the Committee **RESOLVED** to install the additional item of play equipment, as detailed in the Town Clerk's report and to be agreed by the users of the Park at the fundraising event this weekend, up to a maximum cost of £2k. This item would be paid for from Reserves.

108/16 ELLIS WHITTAM. SAFETY ACTION PLAN, FIRE RISK ASSESSMENTS AND LEGIONELLA TESTING

The Town Clerk had circulated the Safety Action Plan, prepared by Ellis Whittam, and recommended that the Committee adopted it. His report also contained details of their recommendation concerning Fire Risk Assessments and Legionella Testing.

1. Safety Action Plan

The Chair proposed, Councillor Hawken seconded and the Committee **RESOLVED** to **RECOMMEND** that the Council **ADOPT** the Safety Action Plan prepared by Ellis Whittam.

2. Fire Risk Assessments

The annual Fire Risk assessment, made by the Council, had been discussed with Ellis Whittam who had recommended that a new appraisal be made.

The Chair proposed, Councillor Hawken seconded and the Committee **RESOLVED** to award the contract for a Fire Risk Appraisal to JTP Associates.

3. Legionella Testing

The Council had sought tenders for Legionella testing in the Public Hall, Foresters Hall, the Guildhall, Public Toilets, the Fountain, Allotments and the Pipewell. Ellis Whittam had been asked to comment on the tenders.

The Chair proposed, the Mayor seconded and the Committee **RESOLVED** to accept the tender submitted by Liam Cotterell Legionella Control Specialists to test the water systems in the Council's buildings.

109/16 ADOPTION OF LAND AT EASTERN AVENUE/SPRINGFIELD ROAD

The proposed Heads of Terms for the transfer of the freehold of the land at Eastern Avenue/ Springfield Road, to the Town Council, had been included in the Town Clerks report.

The Town Clerk said that a meeting had been arranged for tomorrow morning, with himself, the Chair of the Committee and a representative of the landowner, to discuss the proposed transfer of ownership.

The Mayor proposed, the Deputy Mayor seconded and the Committee **RESOLVED** to **RECOMMEND** that the Council **ADOPT** the Heads of Terms for the transfer of the ownership of this land to the Council.

110/16 CORRESPONDENCE

The Town Clerk had verbally reported the correspondence in his report.

111/16 DATE OF NEXT MEETING

It was agreed that the next meeting of the Property Committee would be held on Tuesday 13 September 2016 at 7.00 pm.