

LISKEARD TOWN COUNCIL

AT A MEETING of the **PROPERTY COMMITTEE** held in the Council Chamber on Tuesday 30 July 2013 at 7.00 pm there were present:

The Mayor Councillor Sue Pike - in the Chair

Councillors: Ian Goldsworthy, Sally Hawken, Nick Mallard, Jane Pascoe, James Shrubsole, Hella Tovar and Christina Whitty

Town Clerk - Mr Andrew Deacon

Minute Clerk - Mr Stuart Houghton

The Chairman advised those present of Housekeeping matters

OPEN SESSION - No Parishioners were present

157/13 APOLOGIES

Apologies were received from the Deputy Mayor Councillor Phil Seeva and Councillor Tony Powell.

158/13 DECLARATIONS OF INTEREST

No Members declared an interest either Pecuniary or Non Pecuniary.

159/13 ELECTION OF CHAIRMAN OF COMMITTEE

The Mayor welcomed all to the first meeting of the Property Committee. The items for this evening were the appointment of Chairman and Deputy Chairman, to agree the Terms of Reference for the Committee, to receive an update concerning the transfer of the Public Toilets and to receive the Town Clerk's report.

160/13 ELECTION OF CHAIRMAN OF COMMITTEE

The Mayor called for nominations for the position of Chairman of the Committee. Councillor Mallard proposed Councillor Goldsworthy. He said that Councillor Goldsworthy was an experienced Councillor and had knowledge of serving as Chairman of a Committee. Councillor Goldsworthy accepted the nomination and Councillor Whitty seconded the nomination. There being no other nominations, Councillor Goldsworthy was unanimously elected as Chairman of the Property Committee.

Councillor Goldsworthy then took the Chair.

161/13 ELECTION OF DEPUTY CHAIRMAN OF COMMITTEE

Councillor Goldsworthy called for nominations for the position of Deputy Chairman of Committee. Councillor Hawken proposed Councillor Pascoe, who accepted the nomination and Councillor Tovar seconded the nomination. There being no other nominations, Councillor Pascoe was unanimously elected as Deputy Chair of the Committee.

162/13 TERMS OF REFERENCE

The Terms of Reference had been circulated by the Mayor prior to the meeting.

The Town Clerk said he had no comments to make, but asked what project would need item 10 to which Councillor Mallard said that it always had been the case that sub committees could be used whenever necessary.

Councillor Hawken said that it did not contain Option B items such as street furniture, benches and bus shelters etc. She thought the Committees had been revisited and were not to copy the old ones, therefore they could include things not previously discussed such as signage. She was concerned that no proactive ideas had been presented. Councillor Mallard said that the signage in the Town was the responsibility of Cornwall Council. Councillor Goldsworthy suggested that it could be taken on board but the full Council would have to decide and allocate the work to a Committee. Councillor Mallard said that it would probably be a capital project which would initially go to the Finance Committee. The Town Clerk confirmed to Councillor Hawken that a budget had been set for signage and that the granite plinths, obtained by a grant from the Caradon Hill Project, would soon be available. Councillor Hawken was concerned that there was not a co-ordinated plan for the improvement of the signs in the Town and Councillor Pascoe said that the Chamber of Commerce had been concerned for many years, that there were no signs to direct visitors to the shops in the Town.

The Town Clerk said that reference should be included for the Plotolders and confirmed that this related to the Allotments. Councillor Mallard said that they attend the Committee meeting twice a year.

Councillor Hawken said that the Option B Priorities to enhance the community value of the Councils Assets, had not been included in the Terms of Reference. Councillor Goldsworthy said that these priorities had not yet been adopted by the Council. The Mayor said that this was to increase and maximise the revenue from the Council's buildings and confirmed to Councillor Mallard that this included charges and rent for the use of Council property. Councillor Goldsworthy suggested that item K included maximum usage and revenue. Councillor Mallard said that as the Priorities had not yet been agreed Councillor Hawken's comments should be minuted and the matter brought back to the Committee when the Priorities had been agreed by the Council. The Town Clerk commented that the Priorities must also relate to budgets.

Councillor Mallard said that any items that related to insurance were the

responsibility of the Finance and Strategy Committee. He proposed that Street Furniture and the Plotolders be added to the Terms of Reference to give a basis for the Committee to work to. The proposal was seconded by Councillor Goldsworthy and the Committee **RESOLVED** to adopt the Terms of Reference with the proposed additions.

163/13 TOILETS

The Town Clerk reported that South West Water had accepted responsibility for the external work to repair the leak at Dean Street toilets. T. Kurn & Son had made alterations inside the toilets in preparation for the new incoming pipe, and to install an internal stop tap. The toilets should hopefully reopen within the next ten days.

A leakage rebate had been applied for to recover the cost of water lost through the leak. This might not cover the whole of the cost of the lost water. South West Water had a scheme for businesses to be eligible for leakage rebates that would cost £75 pa. We have applied to join this scheme. Councillor J. Shrubsole said that South West Water waived leakage charges to private customers for their first water leak.

The Town Clerk continued to report that a leak has also been located at the Sun Girt toilets, which was under investigation by Cornwall Council. The stop tap had been located close to these toilets, but the meter was located close to the entrance to Pavlova Court. Cornwall Council were investigating if the meter could be installed close to the stop tap.

The meter for the Westbourne toilets had been located outside number 8 Westbourne Lane, Councillor Mallard suggested that as we had not taken over the toilets we should request Cornwall Council to relocate the meter closer to the toilet block.

Councillor Hawken said that she knew that Cornwall Council had a formula for calculating the pro rata grant entitlement when they had caused the delays, each Council would be given an offer at the time of taking over the toilets. She recommended that the Council take over the toilets and provide direction signs to them.

In response to a comment from The Mayor, Councillor Mallard said that the water supply was not in an area that heavy vehicles would use and the Town Clerk said that the water meters were now read every month.

164/13 TOWN CLERK'S REPORT

The Town Clerk reported that the repairs to the Fountain had been progressing well but Ian Piper had been taken ill. The work would be completed by his employees.

The Public Hall was well used, bookings were good since the installation of the Wi-Fi system. However a problem with temporary event licences had come to light,

Cornwall Council had informed us that the allocation of twelve licences in a year had been used. He was investigating the application for a general licence for the Public Hall and he sought permission to seek professional advice. Councillor Goldsworthy proposed, that the Town Clerk be authorised to do this, the Mayor

seconded this and suggested that the Town Clerk also seek advice if there would be any leeway on the number of licences used to date. Councillor Mallard suggested that a temporary variation could be made.

Councillor Hawken disagreed that the allocation had been used, she thought that the limit of 12 licences applied to more than one room, and therefore there was leeway for Temporary Licences to be available now. She could not understand how this situation had occurred, bookings had been made in good faith and tickets sold, why did the office not know of the number of bookings made and requested that she received a copy of the applications made. Councillor Mallard suggested that the booking form might need to be changed and Councillor Tovar suggested that we consider the form used by the Liskerrett centre.

The Committee **RESOLVED** that the Town Clerk could seek the advice of a specialist licencing solicitor to the value of £300.00, and to consult with the licencing officer over the existing allocation.

165/13 PART II CONFIDENTIAL BUSINESS

None

166/13 ANY OTHER RELEVANT BUSINESS

None

167/13 DATE OF NEXT MEETING

It was agreed that the next meeting would be held on Tuesday 10 September 2013.