

LISKEARD TOWN COUNCIL

AT A MEETING of the **PROPERTY COMMITTEE AND PLOTHOLDERS** held in the Council Chamber on Tuesday 8 October 2013 at 7.00 pm there were present:

Councillor Ian Goldsworthy- in the Chair

The Mayor - ex officio

The Deputy Mayor - ex officio

Councillors: Sally Hawken (late arrival), Nick Mallard, Tony Powell (late arrival), Hella Tovar and Christina Whitty

Town Clerk - Mr Andrew Deacon

Minute Clerk - Mr Stuart Houghton

Plotolders: M. Thorpe, H. Vine, A. Vine and D. Turner

The Chairman advised those present of Housekeeping matters

WELCOME TO PLOTHOLDERS

Councillor Goldsworthy welcomed the Plotolders to the meeting.

348/13 APOLOGIES

Apologies were received from Plotolders R. Cummings and T. Robinson

An apology was also received from Councillor Jane Pascoe.

349/13 OPEN MEETING AND DISCUSSION

Councillor Goldsworthy explained to the Plotolders that the Council's Committee responsibilities had changed. This was the first time that he had held a Plotolders meeting and asked the Plotolders if they had any issues.

A Plotholder had written to the Town Council asking that the high hedge along the border by the small gate be reduced in height, it had grown too high for the Plotolders to attend to it. The Town Clerk agreed that the work should be carried out and would phone Mr Turner to arrange a meeting with the Council's contractor.

The Plotolders reported that last weekend three sheds had been broken into and power and hand tools had been stolen. They had reported possible suspects to the Police who had interviewed them, but were unable to take further action. The Town Clerk said that if the Potholders wished, he would arrange a meeting with the Police to receive advice on marking equipment stored on the Allotments. The Plotolders agreed to this.

The Town Clerk reported that the system for allocating vacant plots was working well, existing Plotolders that wished to move to a larger plot were given first opportunity before the vacant plot was offered to the next person on the waiting list.

The Plotolders were concerned about the management of the plots. Some new Plotolders had not tended the plots which had become overrun with weeds which were spreading onto adjacent plots. They suggested that the Council instigate a regular monitoring routine with Plotolders as the Plotolders were on site every day and could advise the Council. The Town Clerk replied that several letters had been issued to Plotolders who had not kept the plots in a good condition; he would check the rules concerning the management of the plots and look to a management partnership with the Plotolders. Councillor Whitty volunteered to inspect the plots.

The Plotolders informed the meeting that there were still problems with the soakaways on the site. The Town Clerk was surprised as he had been informed that they had been improved, he would inspect them.

The Town Clerk confirmed that he had received the letter concerning the Plotolders right to buy if the Council considered selling the plots.

Councillor Goldsworthy then announced the awards for this year.

Mr Turner had been awarded the Best Kept Allotment
Mrs Cory had been awarded the Best Raised Bed

The Town Clerk apologised that the cups were not available for presentation; he proposed that a date be set for the presentation, to be held in the Mayor's Parlour, when photographs would be taken.

350/13 CLOSE PLOTHOLDERS MEETING

Councillor Goldsworthy thanked the Plotolders for attending the meeting.

351/13 DECLARATIONS OF INTEREST

No Members declared an interest either Registerable or Non Registerable.

352/13 MINUTES OF MEETING HELD ON 10 SEPTEMBER 2013

The Minutes of the meeting held on the 10 September 2013 were **APPROVED**.

353/13 MATTERS ARISING

1. Update on Public Hall Heating System (Minute 272/13)

The Town Clerk reported that at the Council meeting on the 17 September 2013 he was given permission to negotiate for the replacement of the heating system to a

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199/13

maximum value of £20k. He had discussed this with three companies and had received the cheapest quotation of £12673.00, from D. P. Wilsdon at St Agnes. This was about £4k cheaper than the other quotations.

Following discussion, the Committee agreed that the work should be commissioned from this company.

2. Museum CCTV System (Minute 273/13)

The Town Clerk reported that at the Council meeting on the 17 September 2013 he was given permission to negotiate for the replacement of the CCTV system to a maximum value of £3k. He had discussed the options that had been presented. He did not recommend that the Watermark system be installed as it did not improve the system, just provided an audit trail. The best quotation had been received from Blacksheep I.C.T at a cost of £1921.00.

Following discussion, the Committee agreed that the work should be commissioned from this company.

3. Country Produce Market (Minute 275/13)

The Town Clerk confirmed that he had checked all documents and it was in order for the Market to be held on a Monday.

4. Town Clerks Report (Minute 277/13 (Seagulls))

The Town Clerk reported that he had not followed this up; he had until next Spring to complete this action to reduce the nuisance caused by seagulls.

5. Toilets (Minute 276/13)

The Town Clerk reported that a meeting was arranged with Cornwall Council to discuss the take over and finance of the Toilets. He would report at the next meeting.

354/13 BUDGET REPORT

Councillors requested that any accrued monies be transferred into the budget report as they were allocated. This would remove the overspend reports and make the reports look healthier.

355/13 PREPARATION OF BUDGET FOR 2014- 2015

Councillor Goldsworthy mentioned some items that might be included in the next budget, the discussion included.

- Public Toilets, they had not yet been adopted by the Council, proper costings were needed from Cornwall Council before this could be considered

- The Council must consider whether to close some or all toilets in the winter or to impose charges
- Improvements to the Public Hall lighting and heating. Some areas did not have radiator thermostats or zone control, lighting could use low energy bulbs
- Street furniture and signage
- Use of bus shelters for advertising. It was not known if the Council own the bus shelters. The Town Clerk would check this
- External decoration of the Public Hall
- Increase dilapidation budget, it had been used recently
- Figure would be needed from Cornwall Council re superannuation charges
- Pay awards, details for next year not yet known
- Improvement to the Public Hall facilities, to consider greater use such as for weddings, to include applying for grants for the improvements
- The Town Clerk to look for drawings of previous schemes
- Taking over of Westbourne gardens, there might be grants available from "Parks for All"

356/13 AUDIT OF THE COUNCIL'S ENERGY USE

Councillor Goldsworthy said that he had looked at this following the problems with the boilers in the Public Hall. The different ways of completing this were discussed

- Several companies provided this service
- Grants might be available for the survey
- Our current energy supplier might do the survey
- Payment could be made from the Projects budget line

Councillor Goldsworthy would make enquires, include potential costs, and report back at the next meeting of the Committee.

357/13 PRELIMINARY INVESTIGATION TO UPDATE AND ENHANCE THE REFRESHMENT ROOM

Councillor Goldsworthy reported that this was a long standing ambition of the Council and he felt that it should be reconsidered by having a structural survey made of the building.

Several items were discussed

- Surveys had been made, the drawings should be available in the office
- The updating could open up the use of the Hall for more events, a business plan would be needed
- Bookings had been lost as the kitchen was remote from the Hall

Councillor Goldsworthy would liaise with the Town Clerk and report back at the next meeting.

358/13 PIPEWELL GATE

Councillor Hawken reported that the proposed cost for these repairs was too small to receive a grant; the minimum cost was £3k. Could any work be added to the repairs, she was still looking for a grant and suggested that the Cornwall Council Community Chest fund could offset some of the costs. The Town Clerk responded that he would be happy to apply for this grant, he added

- The bottom of the gates were rusting away
- Finials would need to be recast
- The work was very specialised, there was only one company locally
- The company could do it now
- If we delayed they would be engaged on other work

The Committee agreed to **RECOMMEND** to the Council that the Town Clerk seek financial assistance from Cornwall Council to complete this work in this financial year.

359/13 WESTBOURNE GARDENS

There was no progress to report.

360/13 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed the Press and Public be excluded from the meeting for the following item of Business.

361/13 ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

Nr 4 The Arcade

362/13 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Public Bodies (admission to meetings) Act 1960 the members of the Press and Public are re-admitted to the Meeting.

Members ratified the discussions held in closed session.

363/13 ANY OTHER RELEVANT BUSINESS

None

364/13 DATE OF NEXT MEETING

It was agreed that the next meeting would be held on Tuesday 12 November 2013.