

LISKEARD TOWN COUNCIL

AT A MEETING of the **PROPERTY COMMITTEE AND PLOTHOLDERS** held in the Council Chamber on Tuesday 13 October 2015 at 7.00 pm there were present:

The Mayor - Councillor Phil Seeva Ex-Officio

Councillor Ian Goldsworthy - in the Chair

Councillors - Sally Hawken, Adam Hodgkins, Hella Tovar and Sue Pike

Town Clerk - Mr Steve Vinson

Minute Clerk - Stuart Houghton

Members of the Public – A and H. Vine, T. Rashleigh, J. Gander, R. Cumming, P. Mole, D. Turner, V and P. Reynolds and D. Cory

The Chairman advised those present of Housekeeping matters.

The Chair asked the Committee if the meeting should start, as Plotolders had not arrived, and adjust the sequence of items accordingly. The Plotolders invitations had a different start time for the meeting to that on the agenda..

348/15 APOLOGIES

Apologies were received from the Deputy Mayor Councillor Jane Pascoe, Councillor Christina Whitty and Jackie Jenkins.

349/15 DECLARATIONS OF INTEREST

None

350/15 MINUTES OF MEETING HELD ON 8 SEPTEMBER 2015

The Mayor proposed, Councillor Pike seconded and the Committee **APPROVED** the Minutes of the meeting held on the 8 September 2015.

351/15 TO RECEIVE AN UPDATE ON ITEMS FROM THE LAST MEETING, TOWN CLERK'S REPORT

The Town Clerk's report is attached. He said that the press release for the PV panels was published in the Cornish Times last week.

Following the announcement by the Government of the ending of the higher tariff for the use of PV panels an inspection had been made of the Guildhall and Forrester's Hall but they were not suitable for pre-registration. As a result of the Town Council's successful Community Power Cornwall grant applications Liskeard College, St Martins School, St Neots and St Cleer Primary Schools had successfully pre-registered for the higher tariff.

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352/15 PUBLIC PARTICIPATION

No members of the public were present at this time.

353/15 AIMS AND OBJECTIVES**a. To receive the public consultation on Aims and Objectives**

The Mayor proposed, Councillor Tovar seconded and the Committee **RESOLVED** to note the public consultation on the Aims and Objectives, as circulated.

b. To prepare a three year work programme for the Committee

The Chair said that at present it was proving difficult to set a programme because Cornwall Council's devolution proposals seemed to be slipping.

Items that could be included;

Play areas, Castle Park, the grass play area at Rapsons, verge maintenance and general grass cutting all of which would be an additional expense to the Council.

To offset these potential revenue generating items, such as Rapsons car park, could offset the additional costs. A proposal for the Library, either the service or building, was not yet available but discussions around Castle Park might be able to include the Scout hut.

The old Mortuary could be used for additional office space and storage.

The Maudlin Farm site is progressing, items for development as a games area and maintenance should be included in the next budget as well as the improvements to the Public Hall.

Members thought that if the Council took on the grass cutting the appearance of the approach roundabouts to the Town could be greatly improved.

Councillor Hodgkins proposed, Councillor Pike seconded and the committee **RESOLVED** to include the above items in the next budget and the three year work plan

354/15 PRESENTATION OF CUPS

The Mayor presented cups to

1. Mr and Mrs Cory for the best raised bed
2. T. Rashleigh and J. Yeoman for the best kept allotment

355/15 PLOTHOLDERS PARTICIPATION**1. Plotolders Views**

The Chair said that following last year's meeting regular inspection of the allotments had been made and improvement letters issued; three plots had been relinquished and re-let. He hoped that the management function was now satisfactory.

The Plotolders agreed.

A potential water leak existed on the site which would be investigated.

Clarification about the rules governing bonfires at the allotments was requested, the rules issued with the allotment agreement states that no bonfires are allowed, however, one had been used to dispose of waste recently. Mr Vine said that at the meeting held on 4 October 2011 (minute circulated for the 4 April 2012 meeting) the Town Council agreed that FOUR collective bonfires could be held each year.

Post meeting note. The minute states TWO bonfires a year would be allowed. Further investigation required.

The plotholders discussed the merits and advantages of the use of bonfires to dispose of green waste as opposed to composting or disposal via the Cornwall Council Green collection service.

The Chair suggested a moratorium on the matter and that a formal agreement would be presented to the next Committee meeting.

2. Application to Plant Pear Trees

The holder of plot G1 has applied to remove four of eight loganberry bushes and replace them with two espalier pear trees

Councillor Tovar proposed, Councillor Hodgkins seconded and the Committee **RESOLVED** to allow the pear trees to be planted subject to the rules of the allotments.

356/15 BUDGET REPORT TO 30 SEPTEMBER 2015

The budget report was noted.

The Chair said that the maintenance of the Councils buildings had been on a reactive basis his opinion would be that this should be spread over a longer period such as a 5 or 10 year programme.

It was also suggested that seasonal closing of the public toilets might be considered together with the ongoing need for all toilets.

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**357/15 PROVISION OF A BUS SHELTER ON EASTERN AVENUE
OPPOSITE PEPPERS PARK**

A request had been received from a resident of Pepper Park for a new bus shelter on Charter Way.

Preliminary investigations showed that the potential cost, if services needed to be diverted, would be around £15k.

Members agreed to defer this item pending additional information about how other Councils had funded bus shelters and enquiries made for second hand shelters.

358/15 DATE OF NEXT MEETING

It was agreed that the next meeting would be held on Tuesday 10 November 2015.

359/15 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 Mayor proposed and Councillor Tovar seconded and the Committee **RESOLVED** that the Press and Public be excluded from the meeting for the following items of Business.

PART II

Confidential minutes of the meeting held on Tuesday 8 September 2015

360/15 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Public Bodies (admission to meetings) Act 1960 the Mayor proposed, Councillor Tovar seconded and it was **RESOLVED** that the members of the Press and Public be re-admitted to the Meeting.

Councillor Pike proposed, Councillor Tovar seconded and the Committee **RESOLVED** to **ADOPT** the decision made in closed session.

6. To receive an update on items from the 8th September 2015 meeting of the Committee and the Town Clerk's Report – For Information

Update
<u>Rapsons Multi Use Games Area</u> – The wording has been agreed for the signs. It includes “All ball games MUST be played inside the games area” and has the additional phrase “PLEASE RESPECT OUR NEIGHBOURS”. Mr Colliass has been sent a recorded delivery letter indicating the wording to be used on the sign and indicating the location of the boundary treatment and planting. Arrangements have been made for the signs to be erected.
<u>Thorn Park</u> - Cornwall Council permitted the necessary works to the trees. The works have now been carried out.
<u>Westbourne Gardens</u> – The Town Council has sent out invitations to relevant businesses to quote for designing the proposed vehicle access into Westbourne Gardens.
<u>Refreshment Room, Public Hall</u> – The architect has been contacted regarding the commission. A further meeting is being organised between the architect and persons familiar with the use of the Refreshment Room as a venue for handling catering.
<u>Unit 3</u> The tenant has notified us that the unit will become vacant before Christmas. When a date is confirmed by the tenant the units' availability will be marketed.
<u>Heritage Open Day Liskeard</u> The Mayor's Parlour, Council Chamber and Pipewell were opened as part of the day. The clock tower was illuminated in the corporate event colour. The coloured material has been stored for use next year.
<u>Parade Planters</u> Councillor Hawken has discussed this matter with Cormac. They have agreed to remove the large plant and reinstate the stonework without a financial contribution from the Town Council. It is hoped that the large plant can be replanted in a prominent location. The roundabout outside of Morrison's and B & M has been suggested.
<u>Well Lane</u> Councillor Hawken has discussed with Cornwall Council the operation of a local Responsible Landlords Scheme. The date for launch locally has not yet been fixed but will be in November. The aims is to get the Landlords involved by signing up to the scheme which involves a code of practice regarding how they meet their responsibilities on a range of fronts, including rubbish.
<u>PV Panels</u> – A press release was sent out on the 5 th October.
<u>Maudlin Farm</u> – Cornwall Council has indicated that there has been some progress in the legal situation connected with Maudlin Farm. Further details will be presented to the Committee when they are received. The Committee should budget an amount for maintenance from April 2016. The Committee

should consider the possibility of a capital programme item for this site under Agenda Item 8b.

Emergency Measures to Assess and Repair the Void at the back of the Guildhall stairwell. Works commenced on 8th October.

7. Public Participation

8. Aims and Objectives

a). to receive the results of the public consultation on the Council's aims and objectives.

The Finance and Strategy Committee has received the results of the Community consultation on the Council's aims and objectives. They have recommended that the Committees receive and note the results of the Community consultation as they relate to the respective activities of the Committee. They have also recommended that the Committees consider them when setting their work programmes.

Method of Consultation There have been three methods of community consultation over the Council's draft aims and objectives. These have been via the use of the paper Town Crier, on line Survey Monkey and face to face at the Liskeard Agricultural Show. The Council's and the total number of public responses per aim is outlined in the table below.

Council Aims and Objectives

1. Improve social and leisure facilities in Liskeard
2. Boost prosperity and increase employment opportunities in Liskeard
3. Market what Liskeard has to offer to local people, businesses and visitors
4. Achieve the wishes of the community on land use through the Neighbourhood Plan
5. Represent Liskeard's interests through the development control process
6. Engage and communicate well with local people around key issues
7. Protect and enhance the civic heritage of the Town and promote and develop the Council's assets for the benefit of the community

8. Work effectively with other organisations, building the community and increasing resilience and sustainability

9. Improve the town council's internal organisation to achieve our aims

10. Work together well as a team of councillors and staff

Aims	Survey Monkey Numbers	Survey Monkey %	Town Crier Numbers	Town Crier %	Liskeard Show Numbers	Liskeard Show %	Total All	Total %
1	9	60%	15	48%	25	89%	49	66%
2	13	87%	29	93%	28	100%	70	94%
3	7	47%	13	41%	19	68%	39	53%
4	4	27%	13	41%	18	64%	35	47%
5	3	20%	9	29%	10	36%	22	30%
6	5	33%	15	48%	16	57%	36	49%
7	7	47%	12	38%	8	28%	27	36%
8	9	60%	8	25%	20	71%	37	50%
9	1	7%	1	3%	4	14%	6	8%
10	0	0%	4	12%	7	25%	11	15%
	15		31		28		74	

Council Aims and Objectives 1, 2, 3 and 8 seem the best supported with 6 not far behind.

PROPERTY COMMITTEE – Contribution to Council Aims and Objectives

1. Improve social and leisure facilities in Liskeard

- Audit the current provision
- Improve play equipment and spaces at Thorn Park, Rapsons and other green spaces
- Support the increased use of Westbourne gardens
- Develop an amenity area on the Maudlin Farm site
- Improve the Public Hall to broaden its appeal, accessibility and potential uses

2. Boost prosperity and increase employment opportunities in Liskeard

- Provide 6 business units in the Guildhall to help support the economy of the Town Centre with a view to supporting start-up businesses where possible

7. Protect and enhance the civic heritage of the Town and promote and develop the Council's assets for the benefit of the community

- Maintain and enhance the key civic heritage assets such as the Guildhall and Fountain etc.
- Improve income generation of heritage assets

8. Work effectively with other organisations, building the community and increasing local resilience and sustainability

- Bid to the government for Rural Community Energy Fund

RECOMMENDATION: That the Committee receives and notes the results of the community consultation.

b). to seek views as to the Committee's three year work programme.

The Devolution Working Group has been considering a range of services and sites that might be taken forward by the Council to the work programme and thereafter the budget and precept setting process.

The activities and sites that have been discussed and relate to this Committee are:

Grass Cutting and Play Areas These are good possibilities as projects. They are similar to current Town Council activities at Thorn Park etc. Other Parish and Towns (Dobwalls PC and Callington TC) appear to have been successful at providing these services. We have the legal power to undertake these activities – Highways Act 1980 sections 43/50. We are already progressing Westbourne Park and the might be the possibility of adding Castle Park to any proposal. Discussions are progressing with Callington TC have provided estimates as to potential costs. Attached Appendix A.

Rapsons Multi Use Games Area (M.U.G.A.) and Park Cornwall Council have reminded of the need for the Town Council to renew the Rapsons Multi Use Games Area (M.U.G.A). lease. Their initial officer recommendation was prepared to add the Rapsons Park area which is adjacent to the Rapsons M.U.G.A. This is a renewal and extension of existing Town Council functions. We have the power under the Local Government (Miscellaneous Provisions) Act 1976 Section 19.

Rapsons Car Park Cornwall Council is not likely to transfer any car park unless there is a corresponding transfer of liabilities. Given that the Town Council might be looking to take on "Grass Cutting and Play Areas" along with "Castle Park", "Rapsons Multi Use Games Area", "Rapsons Park" and approach could be made to request the transfers of the Rapsons Car Park as an income generating asset to help offset some of the revenue costs of taking on these services. We have the power to operate car parks under the Road Traffic Regulations Act 1984 Sections 57 and 59.

Former Mortuary – This property is directly adjacent to the Rapsons M.U.G.A. and Rapsons Park and Rapsons Car Park. The building appears to be little used. It might be of use to the Town Council as a workshop, to park the trailer and for kit and literature stowage. The Committee might consider asking Cornwall Council to include the Mortuary in any liability and asset package.

Maudlin Farm Cornwall Council has indicated that this transfer of the Maudlin Farm amenity area is likely to go ahead. This would be without the £50,000 original required by the Section 106. It would be prudent for this Committee to allow maintenance for this in their budget from next year.

RECOMMENDATION: the Committee is asked to consider the three year work programme.

9. Budget Report to 30 September 2015 (supplied s