

5. FACILITIES MANAGERS REPORT – 16th November 2021

FACILITIES COMMITTEE MEETING

New Liskeard Room

Liskeard and Looe Food Bank are renting the New Liskeard Room in the run up to the Christmas period in order to give them space to make up the special Christmas food and present boxes and in preparation for their move to permanent new accommodation. A weekly charge of £50.00 has been agreed plus £5.00 per week towards the costs of utilities. A few of our regular hirers have been found alternative meeting space, for example, in the Emily Hobhouse Room. Theatre performers are still able to use the New Liskeard Room as a changing room facility after 3pm on weekdays, at weekends and by special arrangement.

Lone Working Procedures and Keyholder Service

As part of our review of lone working procedures and following the recent retirement of two members of the Facilities Team we have been looking at better ways to manage emergency call-outs, for example, when alarms are activated. Local town councils have provided some advice and recommendations regarding a 'keyholder service' and we are exploring this further with a view to engaging a local specialist security company. The estimated annual cost would be IRO £240.00-£310.00 + VAT. This would prevent the overnight call-out of staff and ensure that a keyholder would always attend on the Council's behalf.

Welcome Back Fund

The Town Council is working with Liskerrett Centre and the Traders Association on detailed proposals for the Welcome Back Fund. Project include graffiti and fly post removal, cleaning and repairing signs and benches in the town, flowers, additional mobile seating, a garden festival-style event on the Parade, a tea dance and the purchase of equipment for the licensing and playing of background music in Fore Street. The deadline for submission of the detailed proposals is 19th November 2021 and funding has to be spent by 31st March 2022. The total ear-marked funding is £11,000.

Facilities Team

This week we welcome a new member of staff, Laurie Birch, to the Facilities Team.

Huddy's Court

We have now received a response from the Land Registry in response to the letter sent on 9th September 2021 and there is no further action to take at the present time. The damaged concrete slab is being repaired this week by the Facilities Team.