

LISKEARD TOWN COUNCIL

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Mr S Vinson
Town Clerk
3/5 West Street
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3 February 2015

Dear Councillor

TAKE NOTICE THAT THE MONTHLY MEETING of the **PROPERTY COMMITTEE** will be held in the Council Chamber at 7.30 pm on **10 February 2015** which you are hereby summoned to attend.

Yours faithfully

Stephen Vinson
TOWN CLERK

AGENDA

The Chairman will advise those present of Housekeeping matters.

Members of the public are invited to attend and take part in a public session for 15 minutes prior to the start of the meeting.

1. Housekeeping
2. To receive Apologies
3. To receive Declarations of Members' Interests both Registerable and Non-Registerable
4. To approve the Minutes of the Meeting held on the 13 January 2015
5. Clerks report – for information
6. PV Panels. Project Progression, paper attached
 - a. Recommendation that the Town Council makes application for all relevant consents and permissions to deliver the PV Panel project.
 - b. Recommendation that the Town Council seeks the relevant technical advice regarding the best specification of PV Panels and supporting equipment relevant to the Town Hall.
7. Budget Report to 31 January 2015
8. Rapsons field update, boundary and landscape maintenance, paper attached
 - a. Lease renewal
Recommendation that the Devolution Working Group considers the lease renewal for the multi-use games area, and the Cornwall Council offer to the Town Council for it to take over their Rapsons park
 - b. Neighbours request
Recommendation that the Town Council undertake the boundary maintenance subject to acceptable prices which have been requested from contractors.

9. Westbourne Gardens, paper attached

a. Topographical survey for taking over of the gardens.

Recommendation that the lowest tender of £695 be accepted for the work.

b. Additional information.

Cornwall Council will make a condition survey of the mature trees in the gardens. The Town Council is obtaining quotations for a structural survey of the boundary wall of the Gardens in preparation for it to take over the Gardens as a Devolved service.

10 Rural Community Energy Fund, paper attached

Recommendation that the Council submits an application for funding to enable the consideration of community Renewable Energy schemes.

11. Correspondence, if any

12. Date of next meeting 10 March 2015

5. Clerk's Report – For Information – Property 10th February 2015

Meeting & Action	Update	When
P Sept Set up Public Hall working group to consider use.	Public Hall working group met and considered range and scope of issue. If Public Hall improvements go into next year's budget hold further meetings to progress item.	TC Mar 2015
P Sept Allotments – Bring about improvements in untidy plots by inspection and follow up.	<p>Replacement wooden covers for the taps have been provided. Replacement fencing investigated. Replacements posts needed. Hedge cutting specification is being considered.</p> <p>5th January additional plot given up by previous plothead. This is a large plot.</p> <p>There are 6 individuals and couples on the allotments waiting list. One expression of interest dating back to 2010, 3 from 2013, 1 in 2014 and 1 in 2015.</p>	TC Feb 2015
P Dec	Maudlin Farm Amenity Land – Cornwall Council have been notified of the Town Councils views. These have been passed onto the Bank dealing with case.	TC Feb

6. PV Panels – Project Progression The Town Council has now included this project in its programme of works. It is recommended that the Town Council now authorise the obtaining of any necessary relevant consents and permissions in order to achieve the delivery of the scheme.

There are a range of different types of pv panels and associated converters and equipment. To obtain the specification that best fits the requirements of the Town Council it is recommended that relevant technical advice is sought.

Recommendation to Council: That the Town Council makes application for all relevant consents and permissions to deliver the PV Panel project.

That relevant technical advice is sought to assist the Town Council regarding the best specification of pv panels and supporting equipment relevant to the Public Hall.

8. Rapsons Field Update – Lease Renewal. Boundary and Landscape Maintenance

There are two elements to this report. The first issue is the renewal of the lease with Cornwall Council. The other is the request from the neighbouring property for changes to the way in which the boundary and landscaping are currently dealt.

1. Lease Renewal Cornwall Council had previously contacted the Town Council with a view to seeing if we wished to have the 7 year lease renewed. The Town Council considered that a renewal would be a good idea but for a longer period to enable any relevant grants to be applied for.

Recently Cornwall Council Property Services has suggested that a 99 year lease for a nominal sum might be the best way forward. They have also suggested that the Town Council consider taking over the adjacent Rapsons Park site. To enable this issue to be considered by the Town Council, the Town Clerk has asked for all relevant costings in respect the Rapsons Park site.

Lease Next Steps The Town Council is setting up a Devolution Working Party to look at the issue of potential devolved services from Cornwall Council. It is recommended that the Devolution Working Group look at this issue.

2. Neighbours Request The neighbouring property is located very close to the boundary hedge which is a stone hedge with various trees growing upon it. The neighbour has asked that:

- 1). Boundary Hedge – the hazel and hawthorn trees all be cut down and the major tree pruned back accordingly. This would allow a lot more light into his property.
- 2). Land between the Boundary hedge and the timer fence – that all the bushes and brambles be cut down and the site maintained in a trimmed condition.
- 3). Timber Fence – at the back of the timber fence a Leylandii tree screen be planted to stop balls being kicked over and to limit noise.
- 4). Drainage Channel – be dug on the Council side of the boundary hedge.

5). Additional Site Fencing Erected – to ensure that youths cannot obtain access via the now cleared area behind the leylandii screen to the boundary hedge.

Initial View The site was visited and the situation discussed with neighbour. It was pointed out that cutting down the trees on the boundary hedge and all the scrub between the boundary hedge and the timber fence would:

- a). increase the noise to his property
- b). increase the number of balls getting into his property
- c). increase access by youths to his property.

The neighbour believes that the leylandii screen and fencing would deal with these three issues.

It was noted on the site visit that pruning to the trees along the boundary hedge appeared to have already taken place at a number of locations. It was at that stage not clear if any of the major trees were the subject of any special status. This was checked with Cornwall Council Planning service which confirmed that none were. However, they recommended that advice be sought from a Cormac tree surgeon.

The Cormac tree surgeon visited the site on 11th December and produced recommendations to retain the native hazel and hawthorn trees on the boundary hedge between the Council and neighbours properties. He also recommended that leylandii should not be planted along the wooden fence. The boundary hedge is shared by both parties and the neighbour has already indicated that they would not contribute to the tree works that retained the trees as they wish to see all the boundary trees removed.

Next Steps – Boundary and Landscape Maintenance

To progress consideration of the issue a small £220 scrub clearance job has been let to clear the scrub from the area between the boundary hedge and the timber fence.

This has included the remit of retaining any hazel bushes that are of sufficient size that they might be use for coppicing to help keep noise levels down and prevent balls from passing through the area.

This should be achieved by the Committee date for any members who may wish to visit the site. Individual Committee members are welcome to visit the

site in advance of the Committee meeting if they feel they would benefit from such.

It will also assist in determined where and how to access the site for both the provision of the drainage channel and the works to the boundary hedges.

Quotes have been requested for these works and it is hoped that they will be received in time to be reported to Committee.

Recommendations to Council: That the Devolution Working Group considers the lease renewal for the Multi Use Games Area and the Cornwall Council offer to the Town Council to take over their Rapsons Park.

That the Town Council undertake the boundary maintenance subject to acceptable prices which have been requested from contractors.

9. Westbourne Gardens – Joint Management Agreement - To Report Receipt of Tenders – Topographical Survey

The Town Council's intention is to form a new entrance at Dean Denver to enable the Westbourne Gardens site to be more accessible.

To consider how best to access the Westbourne Gardens we intend to carry out a topographical survey.

We have sought quotation from five companies two have been received.

Company A - £2,200

Company B - £695

The Company B quotation has been checked and it covers the works and details that we have asked for.

Recommendation to Council: That the lowest tender be accepted.

Additional Information on items being progressed

Cornwall Council are in the process of carrying out a survey on the condition of all the mature trees.

The Town Council is obtaining quotations for the structural survey of the perimeter wall in preparation for the Town Council to take over as a devolved service.

10. Rural Community Energy Fund (R.C.E.F.) – Progressing a Liskeard Community Application.

The Government has a Rural Community Energy Fund (R.C.E.F.). Details of which are attached. In brief, it provides a grant of up to £20,000 to assist rural communities to assess the potential to benefit from renewable energy projects. This would include the business planning process and fund raising needed to achieve the various elements of an overall scheme.

Town Councils are recognised as being appropriate organisations to make applications for R.C.E.F. grant on behalf of the wider community. Although at a later date an appropriate company might need to be established to deal with certain elements of the eventual projects that are out of legal scope of Town Councils to undertake.

The Town Council has had two exploratory meetings with a renewable energy consultant, and representatives of other appropriate community groups in the town. There appears to be a lot of interest in the potential of this scheme to be of benefit locally.

Hence, it is recommended that:

Recommendation to Council: That the Town Council submits an application to the Government for Rural Community Energy Fund (R.C.E.F.) for funding to enable the consideration of Community Renewable Energy schemes.