

5. FACILITIES MANAGERS REPORT – 19th January 2021

COVID-19 Update

The National Lockdown came into effect on 6th January 2021. The Public Hall has closed to the public and is open only for a limited number of exempt activities including medical treatment, ‘formal’ education and training, childcare, support groups and as a place of worship. In practice there are just two regular bookings, one for a monthly chiropody clinic and the other NHS orthotics. The public toilets, play areas, parks and other public open space remains open and the public toilets have social distancing measures in place. The Team continues to monitor the latest Government guidance and update risk assessments, as necessary. The caretakers are undertaking routine checks of the Public Hall, Foresters’ Hall, and Guildhall. Thorn Park and Rapsons Field continue to be checked and litter picked daily. The town clock will be wound as usual. The Tourist Information Centre and museum are closed. The Town Council office is staffed from 9am to 1pm Monday to Friday (not open to the public).

PROPERTIES

Public Hall

Unfortunately, the work to install a fireproof ‘bulkhead’ between the stage and the workshop has been delayed until mid-February 2021.

Foresters’ Hall Emergency Gutter/Fascia Repair

A short section of wooden fascia and cast iron gutter has become loose on Foresters’ Hall above the main entrance door. To provide safe route into the Foresters’ Hall and access to the roof section scaffolding has been installed. The Facilities Team are undertaking the repair and the scaffold will be removed when complete.



7. Gutter Clearing & minor repairs – Public Hall, Foresters’ Hall, and Guildhall

Quotations have been received from two specialist contractors for the following work at the Public Hall, Foresters’ Hall, and Guildhall:

- Clear all gutters, downpipes, parapets, and valleys
- Clear all rainwater hoppers and sumps
- Check all rainwater goods are secure and free from leaks
- Clear all above ground gullies, gratings, and drainage channels
- Undertake any minor repairs
- Note any defects e.g. missing slates, damaged rooflights
- Remove all rubbish from site

Two quotes received were **£4,075.00 + VAT** and **£2,307.00 + VAT**.

RECOMMENDATION: That the Committee approve the gutter clearing and minor repairs to the Public Hall, Foresters’ Hall, and Guildhall at a cost of £2,307.00 + VAT from this year’s (2020/21) budget.

PARKS & OPEN SPACES

8. Reserved Parking Space in Westbourne Car Park

Cllrs. Smith, Pascoe and Whitty have brought forward a proposal that “a space in the Westbourne Carpark is rented by the Council as close to the Council offices as possible to provide future parking for any Councillor, or member of staff or visitor who suffers from impaired mobility or who by virtue of their duties is required to carry heavy articles and also for the parking of a mechanised method of transport provided for facilities staff who are required to carry articles, tools, etc to parks and other remoter parts of Liskeard.”

At the last Council meeting held on 22nd December 2020 it was resolved that the reserved parking space at Westbourne Car park is cancelled. Cornwall Council has not yet been notified on this decision as the current space is paid for until 31st May 2021. The space is currently allocated to a single vehicle registration. The table below shows the costs for alternative options. The option the Town Council would be seeking would be for five permits (not tied to specific vehicles). Cornwall Council would issue five permits to the Town Council that are to be displayed in the vehicle.

Type of Permit	Inc. VAT	Excluding VAT
1 permit (1 vehicle registration*)	£362.84	£302.37
2 permits (2 vehicle registrations*)	£408.20	£340.17
5 permits (5 vehicle registrations*)	£453.55	£377.96
5 permits (not tied to specific vehicles)	£659.75	£549.79

**One change for each vehicle registration allowed at a cost of £10 – further changes will require upgrade of permit*

Currently, there is little, if any, demand from the Facilities Team for a parking space to assist with the transporting of equipment, tools, and materials - although this may change if a vehicle is purchased. Hirers, when loading and unloading will park outside the main entrance or Barras Place entrance and then return to the main car park. Contractors pay the parking charges and reclaim their costs. However, a need could clearly be demonstrated for disabled parking closer to the Public Hall, particularly considering the recent refurbishment and improved facilities for disabled visitors.

The reserved parking space is to the right of the entrance as you drive in. There are two disabled parking bays to the right of the reserved space, immediately adjacent to Westbourne House. The regular parking bays closest to the Public Hall (adjacent to Earl and Crocker) are reserved for residents.

9. Allotments

Mr Cummings retired from his allotment at the end of 2020 after 60 years. To commemorate his retirement Pengover Allotment Association and the Town Council each gifted £30.00 - £1.00 for each year of his tenancy.

Cllr. Ambler has bought forward a proposal regarding the provision of facilities for allotment holders with a disability. There is currently no suitable provision at the Pengover Road or Lake Lane sites. Some small improvements could be made at Pengover Road but the proposed new allotment site at Trevethan Meadows would offer greater possibilities, for example by creating wheelchair suitable paths and gates. Examples of best practice can be found here:

<https://allotmentsstockport.org/accessible-gardening/>

<https://www.swcaa.co.uk/sites/default/files/Disabilities%20and%20Allotments.pdf>

<https://www.brighton-hove.gov.uk/allotments/get-allotment/get-accessible-allotment>

RECOMMENDATION: That the Committee explore opportunities with the developer for an accessible allotment provision as part of the Trevethan Meadows Phase 4 Development.

10. Litter/dog waste bin for West Street/Old Road

Cllr. Pascoe has bought forward a proposal for the siting of a litter/dog waste bin on the footpath at the junction of West Street and Old Road (by the lane leading to the rear of Westwood terrace). Having checked with Cornwall Council there is no objection to the siting of a bin in this location if an adequate width of pavement is maintained for wheelchairs and push chairs. The cost of purchasing and installing the new bin is to be met by Cllr. Pascoe via Community Chest Fund. The cost of a weekly collection to be met by the Town Council. The estimated annual cost for collection is £260.00 + VAT.

RECOMMENDATION: That the Committee support the installation of a litter/dog waste bin on the footpath at the junction of West Street and Old Road and approve a budget for 2021/22 for the weekly collection from all three recently installed litter/dog waste bins (Moorswater, Lake Lane and West Street) at an annual cost of £780.00 + VAT.