

Liskeard Town Council

AT A MEETING of the **FACILITIES COMMITTEE** held on 4 October 2022 at 7.30pm there were present:

Councillors – Julian Smith (Chair), Richard Dorling (Vice-Chair), Simon Cassidy (Mayor), Christina Whitty (Deputy Mayor), Ian Goldsworthy, Kerry Cassidy, Lori Reid, David Ambler, Annette Lee-Julian, David Braithwaite, Naomi Taylor.

In attendance – Jacqui Orange (Facilities Manager), Richard Reardon (PA to Cllr. Lee-Julian)

Members of the Public – Representatives from Pengover Allotments, Mr Alastair Doyle (Event Services SW).

The Chair opened the meeting and advised those present of housekeeping matters. The Chair, on behalf, of the Facilities Committee extended best wishes to Julie Cayzer and her family. The Chair also extended his thanks to David Haq for his assistance with watering over the summer months.

219/22 APOLOGIES – Cllrs Jane Pascoe, Tony Powell.

220/22 DECLARATIONS OF INTERESTS, REGISTRABLE AND NON-REGISTERABLE – Cllr Lee-Julian item 11.

221/22 MINUTES OF THE PREVIOUS MEETING – Councillor Dorling proposed, Councillor Kerry Cassidy seconded, and the Committee APPROVED the minutes of the Facilities Committee held on 21 July 2022.

222/22 PUBLIC PARTICIPATION – Presentation of silver cups to Mr John Ede (winner of the Best Raised Beds) and Mr John Grist (winner of the best Allotment) by Cllr. Smith. Cllr. Smith thanked Pengover Allotment Association for their help with running the site. The allotment holders provided some useful feedback with regard to the issuing of non-cultivation notices that will be considered by the Committee.

223/22 FACILITIES MANAGER REPORT – The Committee noted the Facilities Managers Report.

224/22 BUDGET MONITORING REPORT – The Chair noted that bookings and forecast income are strong. The Facilities Manager will investigate the FIT payment as this should have been paid by now. There are two budget lines for booking refreshments, relating to expenditure and income. The Facilities Manager will revisit this when setting next years budget to ensure it is presented clearly. Councillor Dorling proposed, Councillor Reid seconded, and the Committee APPROVED the Budget Monitoring Report to 31 July 2022.

225/22 EMERGENCY WORK TO MEMBERS' ROOM AND MAYORS PARLOUR – Councillor Simon Cassidy proposed an amendment to the Agenda resolution to include the removal of the partition wall between the Members' Room and the Mayors Parlour and conversion into one meeting room. Councillor Simon Cassidy proposed, Councillor Smith seconded, and the Committee APPROVED the recommendation that quotes are obtained and a suitable contractor appointed to undertake emergency work to treat dry rot and wood worm, repair and/or replace damaged timber in the Members Room and Mayors Parlour to include removal of the partition wall and conversion into one meeting room. The cost is to be met with funds from the Town Council's Properties Reserve.

226/22 ACCESSIBLE ALLOTMENT PROVISION – The Committee noted the report from Cllr Lee-Julian and Ambler on accessible allotments. Cllr Lee-Julian has done some further consultation with the Echo Centre and gathered more ideas. Cllr. Craker is liaising with Persimmon on the new allotment provision at Trevethan Meadows and the possible inclusion of an accessible plot. The Facilities Manager will work with

Cllrs Lee-Julian, Ambler, and Smith to further develop proposals for Trevethan Meadows and Pengover Road for the Committee meeting on 1 November 2022.

227/22 ENERGY COSTS – Facilities Manager will invite quotes for the replacement of fluorescent lighting in the Public Hall with LEDS. Costs to be met from the Repairs and Maintenance budget.

228/22 DATA CABLING – The Committee received an update from Alastair Doyle of Event Services SW. Alastair explained that the delay in completion was down to a number of factors including: Being awarded the contract later than he had anticipated; the complexity of the building; working around availability of the hall; work coinciding with peak summer season for the events business; and losing a key member of staff. However, work is now progressing with the Wheal Phoenix and Emily Hobhouse Rooms targeted next. The work undertaken to date is already having a positive impact for hirers. There is approx. 3-weeks of work left to complete, but this will take longer because of having to work around bookings and the recently agreed changes to the Members' Room/Mayors Parlour layout.

229/22 UNITS 2 & 3, THE GUILDHALL – Councillor Simon Cassidy proposed, Councillor Reid seconded, and the Committee APPROVED the installation by the new Tenant of a new sign for Unit 3, The Guildhall.

230/22 Councillor Simon Cassidy proposed, Councillor Lee-Julian seconded, and the Committee APPROVED the recommendation that Liskeard Community Fridge can occupy Unit 2, The Guildhall and that the Town Council is satisfied that the Community Fridge will meet the costs of utilities, at a zero rent for a period of 6-weeks. An agreement will be drawn up to cover the period of occupation.

231/22 PARKS & OPEN SPACES WORKING GROUP – Councillor Simon Cassidy proposed, Councillor Dorling seconded, and the Committee APPROVED the recommendation that the Town Council appoint a consultant to assist in the development of proposals for additional sports facilities at the Roundbury site should this site become available to the Town Council in accordance with the Neighbourhood Plan.

232/22 Councillor Simon Cassidy proposed, Councillor Dorling seconded, and the Committee APPROVED the recommendation that the Town Council applies to Cornwall Council for a portion of the Section 106 monies currently held for the development of sports facilities at Roundbury to be released to meet these costs.

233/22 DEVOLUTION – Castle Park - the legal process is taking a while to complete. Cllr. Smith confirmed that we have a Tree Safety Report from Cornwall Council and that the Facilities Committee have budgeted a substantial sum to cover the cost of tree management at Castle Park. Cllr Braithwaite was invited to attend the next Parks & Open Spaces Working Group meeting on 20 October 2022.

234/22 PIPE WELL – The Committee noted the Water Quality Report produced by Kernow Microbiology Ltd which states that the water is currently not suitable for drinking due to biological contamination.

235/22 HUDDYS COURT – Cllr Smith attended a meeting with the Town Clerk and the Council's solicitor. The Council is unable to claim possession of the land at Huddy's Court and all reasonable means of registering the land in the name of the Town Council have been exhausted. The only realistic way forward is to talk to the current owners of Huddy's Court to enable a tidy up the area and explore the possibility of improving the floral displays.

236/22 WATERING OF THE TOWNS FLORAL DISPLAYS – Councillor Kerry Cassidy proposed, Councillor Simon Cassidy seconded, and the Committee APPROVED the proposal from Liskeard in Bloom regarding a floral display on the roundabout managed by the Town Council for 2022/23.

237/22 Councillor Ambler proposed, Councillor Simon Cassidy and the Committee APPROVED the recommendation that the Town Council takes over the watering of the town's flower beds, planters, hanging baskets and other floral displays for the financial year 2022/23 and that the cost of watering the floral displays owned and/or managed by Liskeard in Bloom and Liskeard Traders Association will be substantially recovered from these organisations.

238/22 Councillor Simon Cassidy proposed, Councillor Reid seconded, and the Committee APPROVED the recommendation that the Town Council reimburses Liskeard in Bloom volunteers for out of pocket expenses incurred whilst working on Town Council floral displays to a maximum value of £500.00 for the financial year 2022/23. A letter will be sent to Liskeard in Bloom setting out eligible expenses and the requirements around proof of purchase.

239/22 DATE OF NEXT MEETING

Tuesday 1 November 2022

DRAFT