

Liskeard Town Council

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Mr. S Vinson
Town Clerk
3/5 West Street
Liskeard
PL14 6BW

16 March 2023

TAKE NOTICE THAT A MEETING of the FACILITIES COMMITTEE will be held at 7.30pm on Tuesday 21 March 2023 at the Public Hall which you are hereby summoned to take part.

Yours faithfully

Steve Vinson

TOWN CLERK

AGENDA

The Chair will advise those present of organisational matters.

1. **Apologies**
2. **Declarations of Members Interests Registerable and Non-Registerable**
3. **Minutes of Previous Meeting**
To approve the minutes of the Meeting held on Tuesday 21 February 2023 as a true record.

To approve the minutes of the Special Meeting held on Thursday 23 February 2023 as a true record.
4. **Public Participation**
Presentation from Charlotte Kelshall of Le Page Architects on the Phase 2 Refurbishment of the Public Hall.
5. **Facilities Manager's Report**
To receive a general update on the Town Council facilities for information.
6. **Phase 2 Refurbishment of the Public Hall**
To discuss the proposals presented.
7. **Data Cabling**
To receive an update on the data cabling contract.
8. **Budget Monitoring Report**
To receive and accept a budget report to 28 February 2023.

9. **Accessible Allotment project**
To receive an update from Cllrs. Lee-Julian and Ambler on the accessible allotment project.
10. **Members Room/Mayors Parlour**
To receive an update essential works and improvement to the Members Room and Mayors Parlour.
11. **Fire detection system inspection and maintenance contract**
To approve the recommendation that quote received from Waldons Fire and Security for the sum of **£1,000.00 + VAT** per year is accepted for the inspection and maintenance of the fire detection system for the Public Hall, Foresters' Hall, and Guildhall.
12. **Fire safety upgrades to Foresters Hall (detection only)**
To approve the recommendation that the quote for **£1,700.00 + VAT** received from Waldons Fire and Security Ltd is accepted.
13. **Guildhall Update**
To receive an update on the Guildhall including the licence agreement for the Community Fridge.
14. **Parks and Open Spaces Working Group**
To receive an update from the Parks & Open Spaces Working Group.
15. **Pipe Well**
To review the Pipe Well area with a view to making improvements.
16. **Memorial bench and memorial trees policy**
To review the Town Council's draft policies regarding memorial benches and memorial trees.
17. **CCTV**
To receive an update from the CCTV Working Group.
18. **Devolution**
To receive an update on devolution, including Castle Park.
19. **Date of Next Meeting**
Tuesday 18 April 2023