

# Liskeard Town Council

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9am – 1pm

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

16 November 2023

**FACILITIES COMMITTEE will be held at 7.30pm on TUESDAY 21 NOVEMBER 2023 in the Emily Hobhouse Room at The Public Hall**

Members of the public are invited to view or speak at the meeting – please contact the Facilities Manager for a link by emailing [facilities@liskeard.gov.uk](mailto:facilities@liskeard.gov.uk)

The Chair will advise those present of organisational matters.

## **AGENDA**

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 19 September 2023 as a true record.
4. **Public Participation**  
None previously notified.
5. **Facilities Manager's Report**  
To receive a general update on the Town Council facilities - for information.
6. **Budget Monitoring Report**  
For information.
7. **Budget 2023/24**  
To receive an initial Facilities budget for 2024/25.
8. **Toilets**  
To receive an update on the toilet refurbishment project.
9. **Data Cabling**  
To receive an update on the data cabling project.

10. **Solar PV and Battery System**

To receive a report from Councillor Dorling on the potential cost benefits of installing a battery system to complement the Town Hall solar array and to consider provision in the 2024/25 Facilities budget for a battery system.

11. **Flagpoles**

To receive an update on the flagpole project and to approve the recommendation that the budget is increased from £1,000.00 + VAT to **£5,000.00 + VAT** to cover the cost of a Temporary Traffic Management Regulation Order and installation and that the costs are vired from the Castle Park Devolution budget.

12. **Staffing**

To approve the recommendation that the Administration Assistant (Facilities) post is increased from 20 hours to 28 hours per week for an initial period of 3-months reviewable thereafter.

13. **Devolution**

To receive an update on devolution, including Castle Park.

14. **Date of Next Meeting**

16<sup>th</sup> January 2024

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 Pursuant to Section (2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the businesses to be discussed, the Press and Public be excluded from the meeting for the following item(s) of business.**

15. **Guildhall**

To approve the draft project brief and timescales for the feasibility study for the refurbishment and repurposing of the Guildhall.

*Steve Vinson*  
TOWN CLERK