

## **Liskeard Town Council**

**AT A MEETING** of the **FACILITIES COMMITTEE** held on 1 November 2022 at 7.30pm there were present:

Councillors – Julian Smith (Chair), Richard Dorling (Vice-Chair), Christina Whitty (Deputy Mayor), David Ambler, Kerry Cassidy, Ian Goldsworthy, Jane Pascoe, Tony Powell

In attendance – Jacqui Orange (Facilities Manager).

The Chair opened the meeting and advised those present of housekeeping matters.

**283/22 APOLOGIES** - Councillors – Simon Cassidy (Mayor), David Braithwaite, Annette Lee-Julian, Lori Reid

**284/22 DECLARATIONS OF INTERESTS, REGISTRABLE AND NON-REGISTRABLE** – None

**285/22 MINUTES OF THE PREVIOUS MEETING** – Item 228/22 Data cabling project is progressing well and is expected to complete before the end of November. The contractors have requested a further payment of £4,882.14 + VAT. Councillor Kerry Cassidy proposed, Councillor Dorling seconded, and the Committee APPROVED the payment of £4,882.14 + VAT to Event Services (SW) Ltd.

**286/22 PUBLIC PARTICIPATION** – None.

**287/22 FACILITIES MANAGERS REPORT** – The Committee noted the Facilities Managers Report.

**289/22 BUDGET MONITORING REPORT** – Councillor Dorling proposed, Councillor Powell seconded, and the Committee APPROVED the budget monitoring report to 31 August 2022.

**290/22 2023/2024 BUDGET SETTING** – The draft budget will be further worked on over the coming weeks and presented to the next meeting of the Facilities Committee. The following points were noted or suggested: An additional expenditure and income budget line is needed for watering the town's floral displays; adequate provision is needed in the budget for costs associated with the Phase 2 Public Hall Refurbishment and Guildhall; Business rates should be examined to determine if there was any final opportunity to raise an appeal but will be re-evaluated in 2023 and there may then be positive/negative implications for Town Council properties; the anticipated Golitha Rise endowment could be placed in the Parks & Open Spaces Reserve; salary and utilities costs are likely to increase as usage of the Public Hall rises and need to be reexamined based on increased use; consideration needs to be given to building up the Dilapidations Reserve; the 5-year Electrical Fixed Installation Inspection is due and costs should be factored into the budget; the Committee has established the principle of reviewing charges annually and this will be done in conjunction with the budget setting; the vehicle budget, if not used should be transferred to a reserve and the cost of vehicle hire/purchase in the next budget year can be covered by the reserve, the costs of securing a parking space at Westbourne Car Park and Rapsons Car Park together with space for a storage container needs to be determined.

**291/22 TABLE TROLLEYS** – Councillor Dorling proposed, Councillor Ambler seconded, and the Committee APPROVED the purchase two table trolleys at a total cost of £530.86 + VAT to assist with the safe storage

and transport of tables in the Public Hall. Councillor Dorling proposed, Councillor Kerry Cassidy seconded, and the Committee APPROVED the purchase of 20 GoPak tables to replace the old tables at an estimated cost of £2,921.60 + VAT. Councillor Dorling proposed, Councillor Ambler seconded, and the Committee APPROVED offering Baby Basics a package of donated tables and chairs and/or funding up to a value of £500.00.

**292/22 BIRD-PROOFING THE GUILDHALL** – Councillor Dorling proposed, Councillor Ambler seconded, and the Committee APPROVED the recommendation that a specialist contractor is appointed to remove and dispose of the existing bird proofing, undertake specialist cleaning, and install spikes and netting on the Guildhall at a cost of £1,525.00 + VAT. The work will be completed in collaboration with Beddoes Greengrocers who will, at their own cost, install additional bird-proofing equipment specific to their requirements.

**293/22 NEW LIGHTING FOR GUILDHALL CLOCK TOWER** – The Committee did not approve the recommendation for new lighting in the clock tower. Councillor Smith suggested that quotes are obtained for replacing the existing fluorescent lights with LED equivalents and that if the additional cost of colour change bulbs is small this can also be costed. A revised proposal will be brought to the next Facilities Committee meeting.

**294/22 GOLITHA RISE** – The Facilities Manager will carry out further due diligence checks on the footpath which has been added to the transfer by the Transferee, including investigate the cost of making up the footpath to adoptable standards; whether additional contributions will be offered by the Transferee; whether it can be connected to Eastern Avenue, and the condition of trees on or adjacent to the footpath and update the Committee at the next Facilities Committee meeting.

**295/22 PARKS AND OPEN SPACES WORKING GROUP** – Councillor Dorling provided an update on the Roundbury project. The Town Clerk is preparing a brief for consultants to undertake a strategic sports study at the Roundbury site, and this will be procured in accordance with the Town Council's Financial Regulations. Project proposals will be considered by Facilities Committee and in due course at a Full Council meeting. The costs of undertaking the strategic sports study will be met with Section 106 monies ring-fenced for the Roundbury site.

**296/22 DEVOLUTION** - No further updates.

**297/22 UPDATE ON THE TOWNS FLORAL DISPLAYS** – A joint meeting was held with Liskeard Traders Association and Liskeard in Bloom to discuss floral arrangements for Fore Street for 2023. Subject to ratification by both organisations at their respective committee meetings the proposal is for Liskeard in Bloom to provide the floral displays in Fore Street, liaising with the individual businesses. Liskeard Town Council will manage the watering of all the floral displays in the town in 2023 and costs will be recovered from Liskeard in Bloom.

**298/22 DATE OF NEXT MEETING** – Tuesday 17 January 2023

**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.**

**299/22 GUILDHALL TENANTS** – Councillor Dorling proposed, Councillor Cassidy seconded, and the Committee APPROVED the application from Mrs Lief-Elliott for a lease of Unit 2, The Guildhall, subject to due the relevant diligence checks.