

## Liskeard Town Council

**AT A MEETING** of the **FACILITIES COMMITTEE** held on 15 May 2022 at 7.30pm there were present:

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

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

Members of the Public – None present

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

131 / 22 - **APOLOGIES** – The Mayor Councillor Simon Cassidy, Councillor Jane Pascoe.

132 / 22 - **DECLARATIONS OF INTERESTS, REGISTERABLE AND NON-REGISTERABLE** – Cllr David Ambler, Chair of Liskeard Town Forum.

133 / 22 - **MINUTES OF 15 MARCH 2022** – Councillor Lee-Julian proposed, Councillor Dorling seconded, and the Committee **APPROVED** the minutes of the Facilities Committee held on 15 March 2022.

134 / 22 - **PUBLIC PARTICIPATION** – None present

135 / 22 - **FACILITIES MANAGERS REPORT** – The Facilities Managers Report was noted by the Committee.

136 / 22 - **BUDGET MONITORING REPORT** – The Committee noted the Budget Monitoring Report to 31 March 2022. The Committee requested the grant from WBF is deposited in the Facilities budget (£7,928.00). The Facilities Manager to report back to the next Facilities Committee regarding current underspend on contract maintenance for Westbourne Car Park, Sungirt Car Park and Dean Street public toilets. The Facilities Manager to seek an update from the Deputy Town Clerk/RFO regarding the status of the current quarter VAT claim. At the meeting the Chair of the Facilities Committee was asked to write to the Town Clerk to request a further clarification on budget reporting and management. Councillor Powell proposed, Councillor Reid seconded, and the Committee **APPROVED** the proposal.

137 / 22 – **DATA CABLING** – The contract is running behind schedule. This is partly due to increased bookings in the Public Hall which has limited days and times when the contractors can have access, and because of delays caused by the necessary replacement of old equipment. An email has been sent to the contractors outlining concerns about the delay and requesting a revised completion date.

138 / 22 - **DEVOLUTION** – An update on the progress of devolution was noted by the Committee. The transfer of Castle Park to the Town Council is anticipated to take place at the end of July. Any further updates will be reported to the Parks and Open Spaces Working Group on 26 May 2022.

139 / 22 – **REPLACEMENT WATER BOWSER** – Councillor Powell proposed, Councillor Reid seconded, and the Committee **APPROVED** the recommendation that a new water bowser is purchased at a cost of £1,910.70 + VAT.

140 / 22 – **FLORAL DISPLAYS** – The Committee considered the on-going planting, maintenance, and watering of the 16 planters purchased with a grant from the Welcome Back Fund on behalf of Liskeard Traders Association and owned by the Town Council, and the numerous planters owned by Liskeard Traders Association. Liskeard Traders Association have offered a £300.00 contribution to the cost of watering.

Councillor Cassidy proposed an amendment to the recommendation whereby the Committee consider the Welcome Back Fund planters and the planters belonging to Liskeard Traders Association are treated separately for the purposes of watering this season. Councillor Lee-Julian seconded the amendment, and the Committee APPROVED the recommendation.

Councillor Reid proposed, Councillor Dorling seconded, and the Committee APPROVED to RECOMMEND to Full Council a transfer £1,000.00 from the 2022/23 Castle Park budget to create a new budget line for watering the Welcome Back Fund planters.

Councillor Reid proposed, Councillor Dorling seconded, and the Committee APPROVED to RECOMMEND to Full Council a transfer £700.00 from the 2022/23 Castle Park budget to create a new budget line for watering the Liskeard Town Traders planters.

The Chair of Facilities Committee will discuss with Liskeard Traders Association and Liskeard in Bloom the watering arrangements for 2023.

141 / 22 – **HUDDYS COURT** – Councillor Ambler proposed, Councillor Dorling seconded, and the Committee APPROVED the recommendation that the Town Council apply to register the land.

142 / 22 – **WATER REFILL STATIONS** – Councillor Ambler indicated that Liskeard Town Forum would meet half the costs associated with the proposed budget for promotion and marketing costs associated with the adoption of the <https://www.refill.org.uk/> app. Councillor Reid proposed, Councillor Dorling seconded, and the Committee APPROVED the recommendation that the <https://www.refill.org.uk/> app is adopted and a budget of £75.00 is set aside for promotion and marketing.

As funding becomes available to support water fountains and refill stations the Facilities Committee will pursue the project further. Councillor Smith extended his thanks to Liskeard Town Forum on behalf of the Committee.

143 / 22 – **PUBLIC HALL REFURBISHMENT** – The Committee received a report from the Facilities Manager on Phase 2 of the Public Hall Refurbishment. The Committee discussed prioritising the main hall and measures to improve energy efficiency. The sum of £10,000 has been allocated in 2022/23 to scope the work and obtain professional guidance with the possibility of allocating additional funds from reserves or revenue towards a larger scale project. Councillor Reid proposed that the Facilities Manager work up a brief for discussion at the Facilities Committee on 21 July 2022. The proposal was seconded by Councillor Dorling and the Committee APPPROVED this recommendation.

144 / 22 – **THE FOUNTAIN** – Councillor Ambler indicated that Liskeard Town Forum would contribute £300.00 towards the cost of reinstating water to The Fountain. Councillor Smith extended his thanks to Liskeard Town Forum on behalf of the Committee. The recommendation that the quote for £486.93 be accepted was delegated to the Chair.

145 / 22 – **UNITS 2 & 3, THE GUILDHALL** – Councillor Cassidy proposed, Councillor Powell seconded, and the Committee APPROVED the recommendation that essential repairs and redecoration to the kitchen/storeroom area and toilets at the rear of units 2 and 3, The Guildhall are carried out at an estimated cost of £2,000.00 and pigeon netting across the front elevation of The Guildhall is replaced at an estimated cost of £1,000.00.

146 / 22 – **WAR MEMORIAL** – Councillor Cassidy proposed, Councillor Reid and the Committee APPROVED the recommendation that sensitive repairs are carried out to the War Memorial in consultation with the Royal British legion at an estimated cost of £2,500.00 + VAT.

147 / 22 – **HERBICIDE FREE LISKEARD** – Councillor Dorling presented a report on Herbicide Free Liskeard. Councillor Dorling thanked Councillor Cassidy for her assistance in gathering the data for the report. Councillor Dorling suggested extending the trial to include the whole of Liskeard South Ward and will consult with Councillor Pascoe and other Councillors representing the South Ward.

148 / 22 – **WEED MANAGEMENT** – The Committee considered a possible reduction in the area and/or frequency of the annual weed spraying contract in conjunction with the proposals put forward as part of the Herbicide Free Liskeard initiative. Councillor Cassidy proposed, Councillor Goldsworthy seconded, and the Committee APPROVED the recommendation that Councillor Dorling and the Facilities Manager compile a more detailed report for the next Full Council meeting.

149 / 22 – **ADOPT A STREET** – Councillor Dorling presented a report on the Adopt a Street initiative.

150 / 22 – **LOCAL FOOTPATH MAINTENANCE PARTNERSHIP** – Councillor Cassidy proposed, Councillor Dorling seconded, and the Committee APPROVED the recommendation that the quote for £1,180.00 + VAT for the local footpath maintenance is accepted.

151 / 22 – **4<sup>th</sup> PLINTH** – Councillor Dorling presented a proposal on the creation of a 4<sup>th</sup> Plinth in Liskeard. The Committee was supportive of the proposal and suggested that Councillor work up the project in more detail. Councillor Ambler suggested that the proposal is brought before Liskeard Town Forum.

152 / 22 – **PUBLIC TOILETS** – Councillor Goldsworthy proposed, Councillor Cassidy seconded, and the Committee APPROVED the recommendation that Westbourne Car Park and Sungirt Car Park public toilets are redecorated at an estimated cost of £1,100.00 + VAT.

153 / 22 – **WIND TURBINES** – Councillor Dorling presented a verbal report regarding wind turbines. Councillor Dorling and the Facilities Manager to look into costs and locations and report back to the next Facilities Committee meeting. Parks and Open Spaces Working Group could take this on.

154 / 22 – **LISKEARD AND LOOE FOODBANK** – The Committee reviewed the on-going rental arrangements regarding Liskeard and Looe Foodbank. Councillor Smith and the Facilities Manager will arrange a meeting with the Foodbank to discuss date for vacating the room and increasing the rent from 1 June 2022.

156 / 22 – **DATE OF NEXT MEETING** – 21 July 2022

Councillor Reid proposed, Councillor Whitty seconded, and the Committee APPROVED entering Part 2.

**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 of business.**

157 / 22 – **SHOP TENANTS** – The Committee reviewed the applications for tenancy of Units 2 and 3, The Guildhall.

158 / 22 – **SPORTS PITCHES** – The Committee discussed the provision of sports pitches. A detailed briefing paper to be bought to the next Facilities Committee.

Councillor Dorling proposed, Councillor Smith seconded, and the Committee APPROVED leaving Part 2.