

Liskeard Town Council

AT A MEETING of the **FACILITIES COMMITTEE** held on 21 July 2022 at 7.30pm there were present:

Councillors – Julian Smith (Chair), Richard Dorling (Vice-Chair), Christina Whitty (Deputy Mayor), Ian Goldsworthy, Kerry Cassidy, Lori Reid

In attendance – Jacqui Orange (Facilities Manager)

Members of the Public – None present

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

092/22 ELECTION – Councillor Julian Smith was nominated for Chair, Councillor Reid proposed, Councillor Kerry Cassidy seconded, and the Committee APPROVED the election of Councillor Julian Smith as Chair. Councillor Richard Dorling was nominated for Vice-Chair, Councillor Reid proposed, Councillor Whitty seconded, and the Committee APPROVED the election of Councillor Richard Dorling as Vice-Chair.

093/22 APOLOGIES – The Mayor, Councillor Simon Cassidy, Councillors David Ambler, and Jane Pascoe.

094/22 DECLARATIONS OF INTERESTS, REGISTRABLE AND NON-REGISTERABLE – Councillor Ian Goldsworthy items 13 and 15.

095/22 MINUTES OF THE PREVIOUS MEETING – It was noted that Councillor Goldsworthy left the meeting for item 141 / 22 having declared an intestest in this item. Councillor Reid proposed, Councillor Dorling seconded, and the Committee APPROVED the minutes of the Facilities Committee held on 17 May 2022.

096/22 PUBLIC PARTICIPATION – None notified.

Councillor Kerry Cassidy proposed, Councillor Reid 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 business to be discussed, the Press and Public be excluded from the meeting for the following item of business.

097/22 MINUTES OF THE PREVIOUS MEETING - The Committee discussed the Budget and Monitoring report, and the Chair will raise the matter at Full Council.

Councillor Reid proposed, Councillor Kerry Cassidy seconded, and the Committee APPROVED leaving Part 2.

FACILITIES MANAGERS REPORT – the Committee noted the Facilities Managers Report.

098/22 BUDGET MONITORING REPORT – The Committee received the Budget Monitoring Report to 30 April 2022. Councillor Smith proposed, Councillor Reid seconded, and the Committee APPROVED the report.

099/22 PARKS AND OPEN SPACES WORKING GROUP - Councillor Richard Dorling was nominated for Chair, Councillor Reid proposed, Councillor Kerry Cassidy seconded, and the Committee APPROVED the election of Councillor Richard Dorling as Chair. Councillor Julian Smith was nominated for Vice-Chair, Councillor Cassidy proposed, Councillor Reid seconded, and the Committee APPROVED the election of Councillor Julian Smith as Vice-Chair.

100/22 DATA CABLING – The Committee noted the update on the data cabling contract.

101/22 DEVOLUTION – Councillor Dorling proposed, Councillor Kerry Cassidy seconded, and the Committee APPROVED the Heads of Terms for the transfer of Castle Park and the recommendation that Full Council proceed with the devolution of Castle Park on the terms agreed and subject to the deed of covenants in respect of the grant funding with the Secretary of State.

102/22 PUBLIC HALL REFURBISHMENT PHASE 2 – The Committee noted the brief for professional services associated with the Phase 2 refurbishment of the Public Hall. The brief will be amended to include scope for the architects to make recommendations with regard to the balcony, rear access to the main hall and concealing the data cabling conduit. The professional services contract to be tendered August/September for a decision at the next meeting of the Facilities Committee.

103/22 GUILDHALL – The Committee noted the brief for professional services for the Guildhall for the repair and maintenance of the Guildhall in line with the Quinquennial Survey conducted In July 2019. The brief will be amended to include a condition survey of the tower. The professional services contract to be tendered August/September for a decision at the next meeting of the Facilities Committee. Councillor Smith will refresh the position paper on potential uses for the Guildhall and present at the next meeting of the Facilities Committee.

104/22 HUDDY'S COURT - Councillor Goldsworthy declared an interest left the meeting for this item. The Committee received an update on the land adjacent to Huddy's Court. A meeting with the Town Council's solicitor, the Town Clerk and the Chair of Facilities is being arranged to progress the matter. The Facilities Manager will contact Cornwall Council to determine if the wall constructed in 2009 had received planning consent and if not, what enforcement action could be taken.

105/22 WAR MEMORIAL – Councillor Goldsworthy declared an interest and left the meeting for this item. Councillor Reid proposed, Councillor Kerry Cassidy seconded, and the Committee APPROVED the quote for professional services for the sum of £680.00 + VAT.

106/22 TIDY-UP OF WELL LANE AREA – The Committee received an outline proposal for the installation of a living wall in Well Lane. Councillor Reid and Facilities Manager to develop the proposal further, including cost per linear metre. The addition of a handrail at the Pipe Well to be included in the professional services brief for the Guildhall (item 103 / 22).

107/22 MANAGEMENT OF THE TOWNS FLORAL DISPLAYS SHORT AND LONG TERM – The recruitment of a person to water the Welcome Back Fund planters and Liskeard Traders Association hanging baskets and planters has been unsuccessful and the role will be readvertised on social media. A meeting between the Town Council, Liskeard in Bloom and Liskeard Traders Association will be arranged in advance of budget setting in the autumn to discuss management of the floral displays next year.

108/22 UNIT 3, THE GUILDHALL – The Facilities Manager will circulate a more detailed report regarding the quotes for the essential repair and redecoration to the kitchen/storeroom area at the rear of Unit 3 and the removal of the partition wall.

109/22 PUBLIC TOILETS – Councillor Smith proposed, Councillor Goldsworthy seconded, and the Committee APPROVED the quote for £3,580.00 + VAT for the redecoration of Westbourne Car Park and Sungirt Car Park toilets, the suspension of Financial Regulation 11.1 (j) and the recommendation to Full Council the virement of extra funds to meet the cost from the Properties Reserve.

110/22 QR CODE FOR MENTAL HEALTH – Councillor Dorling proposed, Councillor Whitty seconded, and the Committee APPROVED the proposal from Pentreath Ltd regarding the placing of a QR code on benches at Thorn Park and Rapsons Field that help people access mental health support.

111/22 ADOPT-A-STREET – Councillor Dorling proposed, Councillor Reid seconded, and the Committee APPROVED the proposals for the Adopt-A-Street campaign subject to satisfactory insurance arrangements being made.

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

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112/22 SHOP TENANTS – The Committee reviewed the application for the tenancy of Unit 2, the Guildhall. Councillor Kerry Cassidy proposed, Councillor Goldsworthy seconded, and the Committee APPROVED leaving Part 2.