

Liskeard Town Council Facilities Committee Tuesday 18th July 2017

Facilities Managers Update & Report as at 8th July 2017

Staff

Jeff Barrett has recovered well from his recent back problem and, after a phased return to work, is continuing his full duties.

Business Rates

From the committees' suggestion that we could investigate further a possible on-line appeal against the revised non-domestic rates for the Public Hall and Foresters Hall, I am in the process of completing the new VOA appeal procedure named 'Check, Challenge & Appeal'. This requires use of our Government Gateway Account and I am currently awaiting log-on and password details for this service.

Civic Regalia Storage

We are currently awaiting responses from our insurers regarding this item.

Fire Risk Assessment – Fire Doors

The June 2017 Facilities Committee recommended that I use my best endeavours to obtain two further quotations for the remedial work required on the Fire Doors in the Public Hall and Guildhall to ensure they meet fully the EN / BS standards for FD30(s)

Two additional contractors have been asked to quote for this work but due to the complexity and number of doors involved it may not be possible to present three full, detailed, quotations in time for the 18th July meeting of this committee.

It should also be noted that before any work can commence on the upgrading of the Fire doors we are required to carry out a Refurbishment and Demolition Asbestos survey in all the locations affected.

The work on the Fire Doors is further complicated by two issues, one is the need for Listed Building permission at the Guildhall, and the other is the disruption to bookings at the Public Hall caused by this work.

Enquiries are in hand regarding the Listed Building element and, to reduce the potential disruption, it would be advantageous to carry out the works in the Public Hall at the same time as the proposed Public Hall Refurbishment scheme.

However, on the advice of our Fire Risk Assessor (please see supporting statement), as this work cannot / will not be completed quickly, alternative methods of managing the risk should be implemented in the interim. The suggestion made in his statement was to have a suitably trained person (Caretaker?) patrolling on site at all times when the Main Hall is occupied.

The Fire Risk assessors' statement also refers to the Fire Alarm system upgrade that is required to provide early detection of fire. This is also a condition of our Building Regulations approval for the proposed Public Hall refurbishment, again previously planned to be carried out at the same time.

Guildhall

Please see above regarding the Fire door upgrades. There is also a recommendation from the Fire Risk assessor that the Fire Alarm at the Guildhall be improved to fully meet category L3.

It is my understanding that the system is currently L3 but that there may be some technical issues in that, as the use of the building has changed over the years, the control panel may not now be located in the most suitable location. I am meeting with our Fire Alarm provider on 13th July.

Gutter clearing – the high-level rear gutters and gullies around the rear of the Guildhall and Clock Tower require clearing and I am awaiting price / availability from a contractor.

Seagulls

We have received email correspondence from a member of the public along with various other comments via social media and email regarding seagull nuisance problems. (see attached compilation of comments)

This problem was last discussed at the Property Committee meeting on 10th March 2015 when the Town Clerk submitted a full report on action being taken by other Councils, its effectiveness and possible options for Liskeard Town Council. (see attached extract from the Town Clerks report)

I understand that Cllr. Goldsworthy is visiting one of the members of public.

Research shows that there are two main factors affecting the growth of the seagull population in a given area, availability of both food and nesting sites.

The general advice is not to feed the Gulls and to ensure that any potential source of food is removed or protected, for example by storing refuse securely and putting bin bags out for collection in the Seagull proof sacks available from The One Stop Shop, Lustowe house at a cost of £3.50

In addition, before the nesting season commences, to identify any potential nesting sites on your buildings (around chimneys and in roof valleys etc.) and to isolate these from the Seagulls by the use of netting, wires and bird spikes etc.

Please see attached, various documents offering advice on managing urban gulls.

Note: Under the Wildlife and Countryside Act 1981 all wild birds are protected.

Flowerbed planting

The flowerbeds and roundabout are now established and being maintained by Jeff Barrett.

We will very shortly need to agree an action plan for the Autumn / Winter planting and I understand that the L.I.B. group are keen to have input into this.

Public Toilets

No new vandalism in the Public Toilets to report this month but we have needed to jet rod both Westbourne and Sungirt drains again. The problem still appears to be excessive use of toilet paper, foreign objects and especially the use of wet wipes that tend to stick to the pipes and bends causing other waste to back up.

Hand Wash Facilities – Following a recommendation to purchase new hand wash units to replace the obsolete ones at Sungirt Public toilets, this item was deferred from the last Facilities Committee meeting in order to investigate the possibility and cost of installing the NEW units in the Westbourne toilets and to move the OLD Westbourne units to replace the obsolete ones at Sungirt.

A revised quote has been received from the supplier, Wallgate, for this work at a new price of £5265.20 +VAT, an increase of £384 for the additional work.

Land at Eastern Avenue

Jeff Barrett continues to maintain the area of amenity land at Eastern Avenue by litter picking and grass cutting and has noted some minor tree damage in recent weeks.

We are still awaiting responses from Cornwall Council's legal department regarding our aspirations to provide a formal footpath between Eastern Avenue and Springfield Road. I have a meeting with Davie Read, Community Link Officer, on 12th July and will raise this topic again.

Parks

The remedial work highlighted in this year's annual RoSPA inspection is now fully complete.

As a matter of caution, following an incident where an adult was injured using the skate ramps at Rapson's Field, a contractor has been engaged to 'service' the skate ramps and MUGA. This consists of checking and adjusting all bolts and fastenings and adjusting levels and gaps. The cost of this work is £415

Allotments

Following last month's Plot Holders meeting letters of improvement have been sent to plots A5 and E1.

The Mayor, Cllr. Whitty, and I inspected the Pengover Allotments on 28th June and noted that there had been some improvements to these plots but more was needed. I visited again on July 7th and again noted a small amount of further progress had been made.

Plot holder A2(b) has recently been in hospital and I have emailed and written to him to enquire as to current health situation and to ask again, as a priority, that he removes the items stored behind his shed and also removes the redundant greenhouse, plus the cutting back of the pathway leading to the neighbouring plot.

At my site visit on July 7th I noted that there had been cultivation activity on plot A2(b) and the pathway had been cut back, but the items behind the shed and the greenhouse had not been progressed.

Pipewell

The Pipewell and steps have been cleaned in preparation for the forthcoming Well Dressing ceremony.

I am attending a meeting on 12th July with Cllr. Pike and David Read regarding refuse at the Pipewell, although since the installation of the new flower planters this problem does appear to have diminished a little.

Ellis Whittam Health and Safety General Risk Assessment

The 2017/18 General Risk Assessment and Action Plan has now been received from Ellis Whittam and together with the H&S Policy will be put to the Council for adoption.

In the meantime, as this Committee does not meet again until September 2017 and for information, there are a number of areas that need addressing.

Particularly highlighted was the need for a Tree Management Survey for our open spaces and for a more robust Asbestos Management Survey for all LTC controlled building.

A copy of the General Risk Assessment is attached.