

LISKEARD TOWN COUNCIL

AT A MEETING of the **FACILITIES COMMITTEE** held in the Council Chamber on Tuesday 14th January 2020 at 7.30 pm there were present:

Committee Members – The Mayor Councillor Rachel Brooks (Ex Officio), Councillors' Ian Goldsworthy, Julian Smith, David Ambler, Sally Hawken & Christina Whitty.

Facilities Manager - Tony Misson

Members of Public – None present.

The Chair, Councillor Ian Goldsworthy, opened the meeting and advised those present of Housekeeping matters.

422/19 APOLOGIES

Apologies were received from Councillors' J Pascoe, A Clarke & T Powell.

423/19 DECLARATIONS OF INTEREST BOTH REGISTERABLE AND NON-REGISTERABLE

None

424/19 MINUTES OF THE MEETING HELD ON 12th NOVEMBER 2019

Councillor Smith proposed, Councillor Ambler seconded, and the Committee **APPROVED** the Minutes of the Facilities Committee meeting held on the 12th November 2019.

425/19 PUBLIC PARTICIPATION

None present.

426/19 FACILITIES MANAGER'S REPORT

The Facilities Managers' report, as presented, was noted by the Committee.

427/19 BUDGET REPORT TO 30th NOVEMBER 2019

The budget report, as presented, was considered by the Committee. The Facilities

126/19

Manager noted that there were some items of miscoding to be rectified and Councillor Goldsworthy commented on the healthy increase in Public Hall income following the recent refurbishments.

428/19 Council Chamber and Mayors Parlour Improvements

A report on the findings of the Council Chamber Working Group was presented by Councillor Smith, which proposed the installation of a new AV system in the Council Chamber consisting of three large flat screen monitors and 'Multi-Presenter' adapters to enable presentations to be viewed from all parts of the room, and also streamed to user devices such as iPads and laptops. In addition, the provision of power supplies around the main table would also be improved. A budget of £5,000 was suggested for these works.

The Committee considered this proposal at length, with concern that the proposed system had been over specified and that one, large screen would suffice, with the option to expand the system if required at a future date.

The Committee also discussed a previous suggestion that the raised platform or dais at the Eastern end of the Chamber be removed, together with the long bench to improve space and inclusiveness. Councillor Goldsworthy suggested that the Council Chamber improvements should be put to the next Full Council meeting for all Members consideration and the Mayor, Councillor Brooks, agreed that she would be happy to place this item on that agenda.

The second part of the Working Group report referred to the removal of the partition wall between the Mayors Parlour and Members Room, making a much more versatile room for Civic receptions, internal meetings and as an income generating letting room. This was welcomed by the Committee, who also requested that consideration be given to the windows fronting West Street due to the excessive solar gain on sunny days causing uncomfortable working conditions.

Councillor Goldsworthy Proposed, Councillor Ambler Seconded, and the Committee **APPROVED** the allocation of £10,000 in the 2020/21 Facilities Committee budget for the improvements to the Council Chamber and Mayors Parlour as outlined above.

429/19 Consideration of further works to be carried out under the 2019/20 refurbishment budget in quarter four.

Items already completed under the Public Hall refurbishment budget for 2019/20 were discussed, and that a current budget surplus of circa £1,700 remained. The expectation of hirers regarding the availability of crockery and cutlery was further discussed and that part of this budget could be allocated to those items.

Councillor Hawken Proposed, Councillor Whitty Seconded, and the Committee **APPROVED** that the surplus from the 2019/20 Public Hall refurbishment budget be transferred to the 2020/21 Public Hall refurbishment reserves budget line.

127/19

430/19 Guildhall discussion document.

Councillor Smith presented a discussion document on the current use and condition of the Guildhall building and the Committee discussed how the building meets the needs of its current use and what future requirements it may have in terms of accessibility, energy efficiency, ongoing maintenance and improvements.

Councillor Brooks Proposed, Councillor Ambler Seconded, and the Committee **RESOLVED** that Councillor Smith, in conjunction with the Facilities Manager, research the potential to modernise and future proof the Guildhall building and submit a report to this Committee.

431/19 Consideration of the Carbon footprint of Town Council buildings

The Display Energy Certificates for the Public Hall and Foresters Hall buildings, together with the accompanying reports and recommendations were presented and discussed by the Committee. Both buildings currently ranked highly as a category B on the energy performance rating but there were still opportunities to improve this further. Items such as continuing to phase in LED lighting and investigating more sustainable and controllable heating options were discussed, together with measures for the other buildings and facilities not currently covered under the Display Energy scheme.

The Committee requested that the Facilities Manager make further investigations into energy efficiency improvement options for all the Town Councils facilities.

432/19 Golitha Rise Play Area – Barratt Homes

Barratt Homes have proposed transferring the freehold site known as the Golitha Rise play area, together with its equipment and an ex gratia payment of £10,000 towards its upkeep, to the Town Council for a nil consideration. In addition, Barratt Homes will rectify and current defects on the site and will maintain and insure the site until the date of transfer.

Councillor Hawken Proposed, Councillor Ambler Seconded, and the Committee **RESOLVED** to recommend to **COUNCIL** that the Town Council accept the Barratt Homes proposal of transferring the freehold site known as the Golitha Rise play area to the Town Council together with an ex-gratia payment of £10,000, subject to the necessary repairs being fully completed.

433/19 To consider progress on the devolution of Castle Park

The Committee discussed what was known about the current progress towards the devolution of Castle Park to the Town Council and requested that the Finance Committee consider this at their March 2020 Finance Committee meeting.

434/19 Review of the Facilities Committee 5 Year Financial plan and objectives for the year 2020/21

The Committee considered and reviewed the Facilities Committee 5-year financial plan and requested an updated version be presented at the next Facilities Committee meeting.

A prioritised list of Facilities Committee objectives was then discussed and agreed as:

1. Guildhall exterior decoration and maintenance works
2. Mayors Parlour, Council Chamber and Public Hall Improvements
3. Completion of Eastern Avenue footpath project
4. Completion of the Parks and Open Spaces strategy
5. Review of Energy Efficiency and Sustainability improvements

435/19 Facilities Budget Setting 2020/21 – Final Draft

Councillor Goldsworthy informed the Committee of the measures he and Councillor Smith had taken, in conjunction with information from the R.F.O., to carefully review the draft Facilities budget for 2020/21 in order to arrive at a cost neutral budget for 2020/21 against 2019/20.

The Committee further considered the key items of expenditure and the projects and objectives of the Facilities Committee for 2020/21.

Councillor Hawken Proposed, Councillor Smith Seconded, and the Committee **APPROVED** a FINAL VERSION of the Facilities Committee budget for the year 2020 to 2021 to be submitted to the Finance Committee for adoption.

Councillor Hawken proposed, The Mayor, Councillor Brooks seconded, and the Committee **RESOLVED** to move into **PART II**.

436/19 PART II – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
Pursuant to Section 1(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 items of Business:

437/19 Pipe Well drainage repairs - approval of contractor

Councillor Goldsworthy Proposed, Councillor Smith Seconded, and the Committee **RESOLVED** to move out of **PART II**

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(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 were readmitted to the meeting

Councillor Goldsworthy Proposed, Councillor Smith Seconded, and the Committee **RESOLVED** to **ADOPT** the decision made in **PART II**.

That decision being the selection of R W Carter, Whitehall Farm, Wilcove, Torpoint, as preferred contractor for the repairs to the Pipe Well drainage pipes with the cost of works being taken from the large building's reserves.

438/19 DATE OF NEXT MEETING

The date of the next Facilities Committee meeting was to be 17th MARCH 2020 at 7.30 PM in the Council Chamber.