

TOWN HALL & PREMISES COMMITTEE
9th October 2018 at 6.30pm
MINUTES

1. APOLOGIES

CLLR BURROWS, FOX, LONG, TAGG, TOLMAN & WATSON

PRESENT: CLLRS COAKLEY, DOWDALL (CHAIR), GOLD, D SMITH & M SMITH

OFFICERS: CLERK

2. MINUTES

It was proposed by Cllr M Smith seconded by Cllr Coakley and agreed that the minutes of the meeting of 4th September 2018 be approved as a correct record of the proceedings.

3. MATTERS ARISING – None.**4. DISCLOSURES OF INTEREST**

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct. **None.**

5. FINANCE**a) Approval of payments**

Resolved. It was proposed by Cllr Coakley seconded by Cllr M Smith and agreed unanimously to approve the following payments:

FGP	11078	Seadog	Build/edit October Newsletter	145.00		145.00
			Build/edit Sept mining Newsletter	125.00		125.00
FGP	11078	Seadog	Build/edit September Newsletter	145.00		145.00
FGP	11078	Seadog	Website support	29.00		29.00
FGP	DD	Google		81.32		81.32
FGP	11079	Bluemoon	October Newsletter	463.00		463.00
THP	11080	Pridhams Elect	Table top fridge	87.49	17.50	104.99
OS	DD	SWW	Heritage Centre & Cemetery	385.26		385.26
OS	11081	Cormac Services	Repairs to plant	113.88	18.98	94.90
THP	11082	Professional Kitchens	Mess room kitchen	<u>742.80</u>	<u>123.80</u>	<u>619.00</u>
				1,574.95	160.28	2,192.47

b) Review of debtors. Item deferred.

6. FOR DECISION – To discuss the budget requirements for this committee, as part of the overall budget setting process for the Council.

A lengthy discussion then followed on the need to reflect the running costs in the budget, with inflationary increases in items salaries, utilities, rates and such like. The need to also have adequate provisions for long term projects was also deliberated.

Resolved. It was proposed by Cllr Dowdall seconded by Cllr Gold and agreed unanimously that this Committee would put a recommendation to Full Council that the budget for this Committee is increased by a net £6,000 for 2019/20:

Increase/(Saving) on Budget	Amount
Increase in Booking Income*	(£2,500)
Reduction in Roofing Provision – having completed this project in the Pannier Market during this year.	(£1,500)
Overall Inflationary Pressures – namely for salaries, utilities and rates.	£10,000
Net Increase on the Precept Requirement	£6,000

Resolved. It was proposed by Cllr Gold seconded by Cllr D Smith and agreed unanimously to ask the Bookings Clerk to review our current charging system by January, to ascertain how our rates compare.

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7. FOR INFORMATION – To receive any updates on maintenance issues.

The drains have been flushed through. **Noted.**

It was agreed that the Operations Manager has the remit to complete regular checks of the drains and to have them cleared when deemed necessary, in consultation with the Chair & Vice of the Committee.

8. FOR DECISION – To permit the use of the main foyer for Action for Hearing for another quarter.

Resolved. It was proposed by Cllr Gold seconded by Cllr Coakley and agreed unanimously to continue with the existing arrangement for another quarter.

9. ANY OTHER URGENT BUSINESS

The Chair went through the costs of hiring and purchasing the Market Stalls.

Resolved. It was proposed by Cllr Gold seconded by Cllr M Smith and agreed unanimously to proceed with the purchase of the market stalls and trailer, which would be funded as follows:

£16,000 from the Council Tax Support Grant (2018/19)

£10,000 from the Project Costs Earmarked Reserves in this Committee

The Chair would arrange for a sample to be purchased and displayed in time for the Christmas festivities. In the meantime, a sub-committee be formed (of the Members present this evening to meet again in six weeks). The Bookings Clerk would be asked to enquire with Launceston and Holsworthy as to how they arrange their markets.

It was proposed by Cllr Dowdall seconded by Cllr D Smith and agreed to move into a Part II Session.

Part Two – Commercially Sensitive

10. FOR DECISION – To receive any updates on the leases (start and end dates).

The Clerk had met with Earl & Crocker last week and gone through the start and end dates of leases.

An update was given on the proposals for Unit 19.

The Police have asked for an additional parking permit in the Pannier Market.

A potential tenant has written in with an interest to take on the lease for Unit 5.

11. FOR DECISION – To receive any updates (if available) on negotiations regarding land in New Road and to agree the Town Council's contribution towards the scheme (to be led by Cllr M Smith).

Resolved. It was proposed by Cllr M Smith seconded by Cllr Gold and agreed unanimously that professional advice could be sought.

12. **FOR INFORMATION – Cllr Gold to give an update on the CATS project and the proposed legacy for some youth equipment (to be led by Cllr Gold).**

Resolved. It was proposed by Cllr Gold seconded by Cllr M Smith and agreed that we would take the CATS project legacy and hold the monies until such time that suitable youth equipment could be purchased. Cllr Gold to decide on what would be deemed appropriate.

13. **FOR DECISION – To receive any updates from the Working Party regarding the long term aspirations of the Town Hall Complex (brief to be prepared by Cllr M Smith)**

Item deferred.

There being no further business the meeting was declared closed at 8.25pm.