

TOWN HALL & PREMISES COMMITTEE

3rd December 2019 at 6.45pm

Minutes

(Please note that all Councillors are now members of the Town Hall & Premises Committee.)

1. APOLOGIES

CLLRS BURROWS & MORGAN

PRESENT: CLLRS COAKLEY, GOLD, LONG (CHAIR), MOORE, RAPHAEL, TOLMAN, TAGG & WATSON

OFFICERS: TOWN CLERK

2. MINUTES

Resolved. It was proposed by Cllr Coakley seconded by Cllr Tagg and agreed unanimously to approve the minutes of the 5th November 2019.

3. MATTERS ARISING

Cllr Raphael spoke about his knowledge of cleaning regimes and recommended practices for equipment maintenance and servicing.

Resolved. It was proposed by Cllr Long seconded by Cllr Gold and agreed that the Operation Manager liaise with Cllr Raphael on this matter, to enhance the cleaning and maintenance schedule.

4. DISCLOSURES OF INTEREST

Cllr Gold for item 5a, in receipt of payment.

5. FINANCE

a) Approval of payments

It was proposed by Cllr Tagg seconded by Cllr Tolman and agreed (Cllr Gold abstained) to approve the payments as listed;

		Rachel				
FGP	11729	Partridge	Refund Nov Market General Maintenance &	£10.00		£10.00
FGP	11730	Classic Fire	exting	£135.00	£27.00	£162.00
FGP	11731	Able Print	Signs	£105.00	£21.00	£126.00
		Travis				
OS	11732	Perkins	Rocksalt	£115.80	£23.16	£138.96
FGP	11733	Karen Gold	Xmas stuff	£23.32	£4.66	£27.98
FGP	11733	Karen Gold	Xmas Stuff	£23.16	£4.64	£27.80
			Re-wire/add sockets			
THP	11734	Ryan Skews	office	£199.50		£199.50

HR Support						
FGP	11735	Cons.	HR Services October	£300.00	£60.00	£360.00
FGP	11736	Rialtas	Accounts software	£379.00	£75.80	£454.80
FGP	11736	Rialtas	Accounts software	£48.00	£9.60	£57.60
Callington						
THP	11737	Laundry	Tablecloths December	£41.00		£41.00
FGP	11738	Seadog IT	Newsletter	£195.00		£195.00
FGP	11739	SLCC	Membership HD	<u>£281.00</u>		<u>£281.00</u>

b) Review of debtors – None to report.

c) Budget Monitoring- The Clerk went through the current spend and appropriations to and from reserves. **Noted.**

6. FOR DECISION – To discuss any TOWN HALL COMPLEX maintenance issues and agree course of action.

Cllr Watson enquired into the benefits of a ramp at the Town Hall door into the Pannier Market. This would be reviewed over the next few months and in time for when the marquees will be erected for the Town Market.

Cllr Raphael asked that we are mindful of our energy consumption during the winter months, to prevent heat lost through doors/windows being left open for example.

7. FOR DECISION– To discuss any issues concerning the TOWN MARKET, and agree course of action.

The market on Sunday 1st December had gone well and no further issues to report.

8. FOR DECISION - To discuss any PANNIER MARKET maintenance issues and agree course of action.

Cllr Moore asked that a survey be done on the cobbles in the near future as a few appear to be loose in the central area. **Noted.**

The Clerk explained that the white lining is requiring attention and it was agreed for pricing to be obtained, to progress this.

9. FOR DECISION – To discuss any ideas relating to the Environmental Sub Committee.

Nothing to report.

10. ANY OTHER URGENT BUSINESS

Cllr Moore gave an update on the Localism Summit that he attended (presentation slides had been circulated to all Members) which discussed Climate Change and Emergency Plans, amongst other topical matters. He went on to discuss plastic pollution and how well we are developing our own environmental initiatives.

Cllr Watson gave a brief update on the Hustings event held by One Callington, this will be discussed further after the election period.

Part TWO

11. FOR DECISION – To receive any updates on the Public Conveniences project.

Resolved. It was proposed by Cllr Long seconded by Cllr Tagg and agreed unanimously to proceed with the technical drawings for the property.

There being no further business the meeting was declared closed at 7.30pm.