



TOWN HALL & PREMISES COMMITTEE

Date: 7th December 2021
Venue: Council Chamber
Time: **6.30pm**
Enquiries: Town Hall - Tel: 01579 384039
Portreeve & Mayor: Cllr Mike Tagg
Councillors: BROOKS, COAKLEY, GOLD, LONG, MOORE (CHAIR), MORGAN,
POUND, STENTIFORD, SMITH, TOLMAN & WATSON

1. APOLOGIES

2. MINUTES

Approval of the minutes of 2nd November 2021.

3. MATTERS ARISING

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.

5. DISPENSATIONS – To consider any requests for dispensations.

6. FOR DISCUSSION/DECISION – To discuss the Operation Manager's report, namely maintenance work completed and scheduled; agree any course of action, per the recommendations.

7. FOR DECISION – to discuss the future use of Unit 11 (old Police Office) and to consider use as an alternative staff welfare room. **(supporting information below)**

8. FOR DECISION – Unit 19, Pannier Market – an update on the proposed DDA toilet conversion and to discuss and decide on the replacement of ceiling tiles which have been identified as not conforming to Fire Regulations. **(supporting information below)**

9. FOR DISCUSSION/DECISION – Revaluation of Town Council owned buildings for insurance purposes and the risk of being under-insured. **(supporting information below)**

10. ANY OTHER URGENT BUSINESS

Jo Taylor - Town Clerk
1st December 2021

Supporting Information

- Item 7.** The Operations Manager has had a conversation with the Chair to seek approval to use Unit 11 (old Police unit) as the staff welfare room. This would enable the current welfare room to be used as much needed storage space.
- Item 8.** Whilst the survey was taking place for the installation of a DDA Compliant toilet conversion, it was identified that the ceiling tiles in the unit are not suitable fire rated and had been painted over. The Operations Manager recommends that the tiles are replaced while the DDA works are being carried out and the unit is out of use. The Operations Manager will obtain some quotes prior to the meeting.
- Item 9.** Zurich Municipal, our insurers, recently sent an email asking when our premises were last valued, see content of email below. Our buildings have not been valued in the past 5 years, in fact they have not been revalued in many, many years. A revaluation needs to be carried out as soon as possible.

'Callington Town Council has buildings insured with us and depending on when they were last valued, there is a risk of under-insurance which can have serious consequences.

Buildings sums insured need to reflect the full cost of reinstating a building following a total loss. In addition to materials and labour, this includes all associated costs such as demolition, debris removal, planning and professional fees.

A building's market value (the price of the property if you were to sell) is irrelevant for insurance purposes, and its use for building sums insured is a frequent source of underinsurance

We insure buildings across the UK, and are ready to support you if something happens to a building you are responsible for. To enable us to do so, we suggest you ensure that a full reinstatement valuation is carried out by a qualified surveyor at least every five years.'