

TOWN HALL & PREMISES COMMITTEE MEETING

Callington Town Council Chambers

3rd May 2022 at 8:23pm

Minutes

PRESENT: BROOKS (SB), COAKLEY (MC), GOLD (KG), MOORE (MM) (CHAIR), STENTIFORD (TS), TOLMAN (ST) & WATSON (PW)

OFFICERS: TOWN CLERK (TC) & ASSISTANT TOWN CLERK (ATC)

Prior to the meeting the Town Council listened to a presentation from Jeremy Wheeler-Ireland director of Comgro Ltd, EVSolar Ltd and EVSolar Manufacturing Ltd regarding potential proposals for reducing the Town Council's carbon footprint.

	Minutes	Action
1.	APOLOGIES Cllrs Long & Pound. The Operations Manager.	
2.	MINUTES Approval of the minutes of 5th April 2022. Resolved. Proposed by Cllr Tolman seconded by Cllr Tagg and unanimously agreed to accept the minutes as a correct record of the proceedings. RESOLVED	
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.	DISPENSATIONS None.	
6	FOR DISCUSSION/DECISION – to consider the earlier presentation regarding reducing the Town Council's carbon footprint. It was proposed by Cllr Brooks and seconded by Cllr Gold to defer discussion of the information provided in the presentation until an Extraordinary Meeting to be held on Tuesday 31 st May 2022 at 6:00pm. Votes in favour – unanimous. RESOLVED	TC/MM
7.	FOR DISCUSSION/DECISION – To discuss the Operation Manager's report, namely maintenance work completed and scheduled; agree any course of action, per the recommendations. Cllr Moore confirmed the Operations Manager was unable to attend the meeting and so Cllr Moore went through the report previously circulated. Cllr Gold asked for an update on the refurbishment of the notice board and if another caretaker could complete the works instead of Scott Houghton. Cllr Gold also requested an update on repairs to the leak in the Town Council offices hall way.	OM

8	<p>FOR DISCUSSION/DECISION – Town Market</p> <p>Despite the poor weather on Sunday 1st May there were in excess of 120 people attending the market. The discount loyalty scheme offering 4 months for the price of 3 has been a success and the number of stalls is increasing.</p> <p>Noted</p>	
9	<p>FOR DISCUSSION/DECISION – Request from the Twinning Association for a reduction in booking fee. The Council had received a request to discount the standard cost of kitchen hire of £25 for 4 hours by £10 due to the breakdown of the dishwasher. Following a discussion it was proposed by Cllr Moore and seconded by Cllr Brooks that as there were still dishwashing facilities and the low cost of hire they would not be offering a discount. Votes in favour – 7, votes against – 0, abstentions – 1.</p> <p>RESOLVED</p>	TC/ Admin Assist
10	<p>FOR DECISION – Pannier Market Awning</p> <p>Cllr Moore advised a quote from Roger’s Blinds of Saltash had been sourced to supply and install 5 x 4m awnings either side of the pannier market car parking area to allow increased use of the area for markets and events without the need for large staff man hours to erect. Price quoted £34k. The sale of the existing marquees could go towards the cost and the RFO has confirmed there is money available within the budget to purchase them. Following a detailed discussion it was proposed by Cllr Tolman and seconded by Cllr Tagg to carry out further research and secure at least another 2 x quotes and to make a decision at the next available meeting with the Responsible Finance Officer in attendance. Votes in favour – unanimous.</p> <p>RESOLVED</p>	TC/OM /RFO
11	<p>FOR DISCUSSION– Jubilee Update</p> <p>Cllr Tagg confirmed the Temporary Event Licence had been submitted and was currently being processed.</p> <p>NOTED</p>	
12	<p>ANY OTHER URGENT BUSINESS</p> <p>a) Replacement Dishwasher in Town Hall kitchen. It had been confirmed that the existing dishwasher was beyond repair. Cllr Moore, Scott Houghton and Rob Szczepanski had completed extensive research into a suitable replacement machine. It was proposed by Cllr Gold and seconded by Cllr Coakley for the Town Clerk, Cllr Moore and the Operations Manager to decide on a suitable replacement providing best value and to order this as a matter of urgency. Votes in favour – unanimous.</p> <p>RESOLVED</p>	TC/OM /MM
	Date of next meeting Tuesday 7 th June 2022	
	There being no further business the meeting was closed at 8:49pm	