



TOWN HALL & PREMISES COMMITTEE MEETING

Callington Town Council Chambers

7th March 2023 at 7.21pm

Minutes

PRESENT: BROOKS (SB), COAKLEY (MC), LONG (AL), POUND – VICE CHAIR (SP), TOLMAN (ST), WARD (PW),

OFFICERS: TOWN CLERK (TC), OPERATIONS MANAGER (OM), ASSISTANT TOWN CLERK (ATC)

	Minutes	Action
1.	APOLOGIES Cllr Gold, Cllr Moore, Cllr Smith, Cllr Watson	
2.	MINUTES Approval of the minutes of 7th February 2023. RESOLVED Proposed by Cllr Tolman seconded by Cllr Coakley and unanimously agreed to accept the minutes 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.	DISPENSATIONS None	
6.	FOR DECISION – Unit 11 Lost Surfers – the tenant has requested use of the adjacent storage corridor to use as a bar area. A brief conversation was had. Resolved. Proposed by Cllr Long seconded by Cllr Ward and unanimously agreed to grant the tenant permission to convert the storage corridor into a bar area at his own cost. This area must be reverted back if the tenant leaves, again at his own cost.	
7.	FOR DISCUSSION/DECISION – Pannier Market roofing. To consider a fixed roof rather than mechanical awning. Given that the mechanical awning price has been quoted in the region of £120,000 Cllrs agreed to go with a cheaper alternative of a solid, fixed roof within the Pannier Market. The Operations Manager is to source three quotes. The cleaning and general maintenance of the fixed roof was also discussed and the Operations Manager would look into this. Resolved. Proposed by Cllr Brooks seconded by Cllr Coakley and agreed to move forward	

	<p>with the solid roof in the Pannier Market with help of sourcing grants to fund the project. Any financial changes would need to be discussed at Committee.</p> <p>(5 votes in favour 1 against (Cllr Tolman)).</p>	
8.	<p>FOR DECISION – To consider funding the Town Hall toilet refurbishment project from Council funds, circa £10-£15k per facility totaling £20-£30. The RFO had confirmed that funds were available to do this. The total project cost was below the threshold for grant funding.</p> <p>It was noted that the Town Hall toilets were very dated, needing work to modernise the facilities including the drainage system to bring them up to date. The idea of grant funding was debated however this can be a slow process.</p> <p>Resolved. Proposed by Cllr Long seconded by Cllr Pound and unanimously agreed to begin proceedings for works on the Town Hall toilets.</p>	
9.	<p>ANY OTHER URGENT BUSINESS for information only –</p> <ul style="list-style-type: none"> The Chair read the report from the Operations Manager. Nothing to report on Town Hall. The 5 year electrical testing has been completed for Pannier Market units 4, 5, 19 & 20. Unit 1 & 2 work is booked for April 2023. Electrical work continues at the Heritage Centre, the cemetery toilets and the workshop. Scaffolding has been erected for work to begin on the Town Hall flat roof. Contractors will begin work weather permitting. Unit 12 & 13 – quotes are being obtained for replacement windows. Unit 19 – A new cooker hood has been installed on 7th March 2023. The company in charge of sending the cooker hood has not been helpful when the electrician noticed that the wiring was completely different on the hood. The company has not responded. An official complaint has been made to the company. Unit 19 requires a new door extractor. Proposed Cllr Brooks seconded Cllr Long unanimously agreed for the Operations Manager to source quotes. Cllr Tolman expressed concerns regarding the costs involved in the pedestrianisation and greening scheme for Fore Street, Callington. After a lengthy conversation it was agreed to call temporarily halt on proceedings. Cllrs requested that Sam Jackman produce a report for the Cllrs which explains the costings involved. <p>Resolved. Proposed by Cllr Long seconded by Cllr Brooks and unanimously agreed to temporarily stop proceedings until a report on the costings involved has been received. The bid writer would be invited along to another meeting to clarify.</p> <ul style="list-style-type: none"> 2023/2024 Service Level Agreement for parking enforcement in the Pannier Market was signed by Cllr Pound. 	
10.	Date of next meeting Tuesday 4th April 2023.	
11.	There being no further business the meeting was closed at 8.00pm	