



TOWN HALL & PREMISES COMMITTEE MEETING

Callington Town Council Chambers

2nd April 2024 at 6.35pm

Minutes

PRESENT: COAKLEY (MC), GOLD (KG), POUND (CHAIR) (SP), SMITH (MS), TOLMAN (ST),

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

MEMBERS OF THE PUBLIC 1

	Minutes	Action
1.	APOLOGIES Cllr Brooks, Cllr Long, Cllr Stentiford, Cllr Mayer & Cllr Ward	
2.	MINUTES Approval of the minutes of 5th March 2024. RESOLVED Proposed by Cllr Smith seconded by Cllr Gold and unanimously agreed to accept the minutes as a correct record of the proceedings.	
3.	MATTERS ARISING None	
	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	
4.	DISPENSATIONS None	
5.	FOR DISCUSSION/DECISION – To receive the Operations Manager’s (OM) report, namely maintenance work completed and scheduled; agree any course of action, per the recommendations. The Operations Manager (OM) had previously circulated the brief report. This included two ongoing items; The Town Hall Toilets – The men’s cubicle has now been completed. Work has commenced on the ladies with good progress. A contractor has been selected to carry out the repairs in the Pannier Market along with White Lining to area. We will proceed once the weather allows. NOTED	
6.	FOR DISCUSSION/DECISION – to receive the Health & Safety report and agree any course of action as per the Operation Manager’s recommendation. The OM updated that we received a positive report. The Risk Assessments need various updates with other items mentioned now being worked through. NOTED Cllr Gold thanked The Clerk and the Operations Manager for their time involved with	

	meeting the Health and Safety gentleman. NOTED	
7.	FOR NOTING – Toilet refurbishment update The OM updated the Cllrs that nothing more had happened other than the report shared in item 5. Cllr Gold thanked the staff for their co-operation while continuing to work alongside the noise and disruption occurred during the toilet refit. NOTED	
8.	ANY URGENT BUSINESS FOR DECISION AT THE CHAIR’S DISCRETION Cllr Gold reported that the cemetery toilets have incurred some vandalism. These toilets will now be closed to the public during the hours of 4pm-8am. The Town Band and Heritage Centre have been notified of this. CCTV will be installed covering this area. Notices will go up and an update will be shared on Social Media informing people of the reasoning behind the closing times. NOTED	
9.	PART TWO SESSION - That under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item i) To discuss matters concerning Pannier Market units, if any	
	Resolved. It was proposed by Cllr Pound seconded by Cllr Coakley and unanimously agreed to move to a Part Two session at 6.42pm	
	There being no further business the meeting was closed at 6.46pm	
	Next meeting – 7 th May 2024	