

TOWN HALL & PREMISES COMMITTEE

Minutes

3rd March 2015 at 6.30pm

1. APOLOGIES

Cllr Tagg, Cllr Gist, Cllr Smith, Cllr Dowdall, Cllr Williams and Cllr Long

PRESENT

Cllr Denley (in the Chair), Cllr Mrs Tolman, Cllr Mrs. Coakley, Cllr Lumley, Cllr Mrs Gold, and Cllr Harriman

OFFICERS: Helen Dowdall Town Clerk and Martyn Mortimore (Taking Minutes)

2. MINUTES

The Minutes of the meeting of 3rd February 2015 were approved as a correct record of the proceedings and duly signed.

3. MATTERS ARISING

Cllr Mrs Gold with regards to General Maintenance item 10 D needed to make clear it was just soap stains on the walls and not a deep clean.

4. DISCLOSURES OF INTEREST

CLLR MRS COAKLEY ITEM 8, BEING A MEMBER OF STAFF AT OXFAM

5. FINANCE

a) Approval of payments. It was proposed by Cllr Harriman seconded by Cllr Mrs Coakley and agreed to make the following payments.

Payments for approval 3rd March 2015

TH	DD	British Gas	Unit 11 electricity	82.61	4.13	86.74
OS	DD	Allstar	Fuel	71.71	14.34	86.05
FGP	9246	SeaDog IT	Digital news March	135.00		135.00
OS/TH	9247	A Coombe	Xmas trees	275.00	40.20	315.20
OS	9248	Cornwall Council	Planning Application	770.00		770.00
OS	9249	Fenland Leisure	Wood Stain	126.00	25.20	151.20
TH	9250	Manton Electrical	Cafe Consumer Unit	125.00	25.00	150.00
FGP	9251	TV Licensing	TV Licence	145.50		145.50
				1,730.82	108.87	1,839.69

b) Budget Monitoring – No updates

c) Review of debtors – The Clerk went through the list of the outstanding debtors to date. **Noted.**

TOWN HALL

6. FOR DECISION – Update on any Town Hall matters

None

7. FOR DECISION – Update on One Stop Shop

The Clerk gave an update that the benefit processing was changing and that Cornwall council would no longer be photocopying documents.

Resolved. It was Proposed by Cllr Mrs Gold and seconded by Cllr Mrs Coakley that the town council staff would not offer the photocopying instead.

PREMISES

8. FOR DECISION – UPDATE ON LEASES & POTENTIAL INTEREST

A) An application has been received on the major works they will be undertaking to the store and shop front. Due to the changes they will need to add more electricity points so will need to dig up the flower beds along the pannier market to install these.

Resolved. It was proposed by Cllr Mrs Gold and seconded by Cllr Harriman. That the Clerk contact Spar with regards to parking and cycle racks.

Cllr Mrs Coakley left the room

B) A letter has been received from Oxfam with regards to a possible bin store.

Resolved. It was proposed by Cllr Mrs Gold and seconded by Cllr Mrs Tolman for refusal of the bin store and that the Clerk writes back to Oxfam to ask them to put the bins out on bin day

9. FOR DECISION – ANY UPDATES ON MAINTENANCE MATTERS

Mr Distin has sent a letter in with regards to the flower bed next to one of his properties asking for a padlock to be placed on the gate and if he can dig a small channel in the flowerbed to alleviate the damp that's building up. **Noted**

GENERAL MAINTENANCE & STAFF

10. FOR DECISION – SCHEDULE OF WORKS / STAFF ROTAS

None

11. ANY OTHER URGENT BUSINESS

- a) The Public Defibrillator was used last night. The pads have been replaced and are now up and running for any further emergencies.
- b) Community Day is coming up and more help is required.
- c) Civic service is coming up in May all are invited

There being no further business the meeting was declared closed at 7.06 pm.