

TOWN HALL & PREMISES COMMITTEE

Minutes

3rd January 2017 at 6.30pm

1. APOLOGIES

Clr Dowdall, Cllr Lumley, Cllr Mrs Gold, Cllr Tagg, Cllr Smith, Cllr Harriman & Cllr Williams

PRESENT

Clr Denley (in the Chair), Cllr Mrs Tolman, Cllr Gist, Cllr Mrs Coakley & Cllr Long

OFFICERS: Clerk

2. MINUTES

The minutes of the meeting of 6th December 2016 were approved as a correct record of the proceedings and duly signed.

3. MATTERS ARISING

None

4. DISCLOSURES OF INTEREST

None

5. FINANCE

a) **Approval of payments** – None

b) **Review of debtors** – None

TOWN HALL

6. FOR DECISION – Update on any Town Hall matters

Over the Christmas shut down the Fire Brigade held a drill in the complex, and thanked the Town Council for use of the facilities. Quotes for the fire doors has been received and agreed.

7. FOR DECISION – Update on One Stop Shop

Cornwall Council has sent through another advert to be circulated asking for volunteer support.

PREMISES

8. FOR DECISION – UPDATE ON LEASES & POTENTIAL INTEREST – To receive any updates and approve appropriate:

- a) The tenant in Units 4&5 has confirmed her leave date and the Chairman has inspected the premises today and found everything to be in order. **Noted.**
- b) The Clerk has also been in contact with Earl & Crocker regarding another lease matter and clarification has been provided and circulated.
Resolved. It was proposed by Cllr Long seconded by Cllr Gist and agreed unanimously that the matter be resolved forthwith.

9. FOR DECISION – ANY UPDATES ON MAINTENANCE MATTERS- To receive any updates on committed works to date and any current issues.

- a) There are no further updates as yet with the Police phone but the Lions have confirmed that they would like to provide a notice board adjacent to this phone, to commemorate their forty years. **Noted.**
- b) The new signs above the public phone and at the Council Chamber entrance have been installed. A discussion was had on a similar sign at the entrance to the main hall (design to be obtained from the Old Callington Book).
- c) Firework markings have been seen on the end of the building by the phone box, the staff would be asked to get this cleaned up.

GENERAL MAINTENANCE & STAFF

10. FOR DECISION – SCHEDULE OF WORKS / STAFF ROTAS -To discuss any updates on current matters from staff (GdP)

- a) We welcome the new relief caretaker at the end of the month. **Noted.**
- b) The exterior walls to the Main Hall have been pressure washed and prices are being obtained for a repaint and repairs to the guttering (including the guttering and facial board at the bus shop). **Noted.**

11. ANY OTHER URGENT BUSINESS

- a) Cllr Long has confirmed that the community litter pick date is likely to be put back but the gentleman organising the event has had over 20 volunteers come forward.
- b) Cllr Long gave an update on Mud Lane.
- c) Cllr Gist asked that the timers on the Christmas Lights be switched off by the end of the week.

There being no further business the meeting was closed at 8.07pm