

**LOSTWITHIEL TOWN COUNCIL
MINUTES OF CORPORATE PROPERTY COMMITTEE MEETING
HELD AT 7.30PM ON MONDAY 19TH OCTOBER 2009
IN THE TOWN CLERK'S OFFICE, EDGCUMBE HOUSE**

1. Present were; His Worship the Mayor, Cllr. V. A. May, Cllrs D. A. Abbiss, R.H.T Peareth, M. Jones, (Chairman), A. W. Nicholls, J. H. Pegg, C. D. Robson.
2. Apologies were received from Cllr. S. M. Wilkinson.
3. Declaration of interest was received from Cllr. D. A. Abbiss relating to Item 1. on the agenda, (Tenders for redecoration of the Guildhall and Edgcumbe House.)
4. The tenders for the redecoration of Edgcumbe House and the Guildhall were opened in the presence of a member of the public, Mr L.D Cornish, acting as independent witness. Cllr D.A.Abbiss took no part in the discussion.

Four tenders were received and the full details were entered in the Tender Register. It was agreed that the lowest, received from J. Abbiss, be accepted. Town Clerk to notify the unsuccessful tenderers and send acceptance, subject to confirmation of insurances, to the successful tenderer.

5. Following an examination of the leases for offices and storage in Edgcumbe House, it was agreed that they required amendment to remove the three year restriction on the lease. New leases will be drawn up for issue.
6. M. J will speak to Lloyd Spencer regarding the Library lease. This requires renegotiation and agreement on the new rental for the next quarter.
7. It appears that a tenant of Edgcumbe House may possibly be sub-letting their rented office. This will be investigated as it would constitute a breach of the lease.
8. We have been approached regarding the possible sale of the land across the verge on Bodmin for access to the proposed property currently land locked. We made the purchaser of the land, prior to the purchase, aware that this Council would look favourably at his request, but we need to ensure that this Council is in a position to sell. MJ to pursue.
9. The owner of Riverside Cottage has pressed this Council for a decision regarding the sale of the steps leading from the property down to the riverbed. Fowey Harbour Commissioner to be contacted regarding possible dispute regarding ownership, although it is clear on our Registered Title that Lostwithiel do own the steps. We would need to apply the Cambridge formula to assess the sale value to ensure this Council obtains Best Value.

Other Business;

- a. Several options are available for the protection of the Boer War Memorial in Grenville Road. These will be collated and tenders sought.

There being no further business the meeting closed at 9.12 p.m.

**LOSTWITHIEL TOWN COUNCIL
MINUTES OF CORPORATE PROPERTY COMMITTEE MEETING
HELD AT 7.30PM ON FRIDAY 13TH NOVEMBER 2009
IN THE TOWN CLERK'S OFFICE, EDGCUMBE HOUSE**

1. Present were; His Worship the Mayor, Cllr. V. A. May, Cllrs M. Jones, (Chairman), J. H. Pegg, C. D. Robson, S. M. Wilkinson.
2. Apologies for absence; Cllr A. W. Nicholls.
3. We needs a valuation for the steps to the river bed at Riverside Cottage, for possible sale to the owners of the property.
4. MJ will visit Land Registry Office in Plymouth to obtain Land Registration forms.
5. New leases are being drawn up for the tenants in Edgcumbe House and will be issued.
6. A rent review list is to be prepared to ensure that the rent reviews occur when due.
7. A proposal for the provision of CCTV surveillance of the cattle market car park has been received. It was decided to defer any decision on the matter until Cornwall Council inform us regarding the current position regarding assets originally held by Restormel Borough Council being assigned to Lostwithiel Town Council. County Councillor Gavin Shackerley will be approached to see if he can push for an early decision.
8. New rates for the supply of electricity have been agreed.
9. The proposed budget for 2010/2011 was agreed as follows;

| | <u>2009/2010</u> | <u>2010/2011</u> | |
|-----------------------|------------------|------------------|---|
| Church clock | 1000.000 | 650.00 | (Surplus from 2009/10 to to Special Reserve A/c) |
| Car Park Maintenance | 500.00 | 500.00 | (Ditto) |
| Car Park Rental | 1000.00 | 1000.00 | |
| Car Park Rates | 730.00 | 750.00 | |
| Car Park Electricity | 100.00 | 105.00 | |
| Edgcumbe House | | | |
| Rates | 716.00 | 734.00 | |
| Water Charges | 324.00 | 330.00 | |
| Maintenance | 1000.00 | 500.00 | (Surplus from 2009/10 to to Special Reserve A/c) |
| Income | (8999.00) | (9224.00) | (2.5% rental increase) |

| | <u>2009/2010</u> | <u>2010/2011</u> | |
|------------------------|------------------|------------------|---|
| Guildhall | | | |
| Rates | 708.00 | 726.00 | |
| Electricity | 100.00 | 100.00 | |
| Maintenance | 500.00 | 500.00 | (Surplus from 2009/10 to to Special Reserve A/c) |
| Income | (20.00) | (20.00) | |
| Taprell House | | | |
| Maintenance | 100.00 | 100.00 | |
| T H Rental Income | (1608.00) | (1608.00) | |
| Rent, Methodist Church | (100.00) | (100.00) | |

Other Business;

- a. We need to notify Clock winder re the mechanisation of the Church clock.
- b. It is desirable that we re-examine all contracts of employment to establish terms and conditions.

There being no further business, the meeting closed at 9.10 p.m.