

Lostwithiel Town Council
Finance, Staffing & General Purposes Committee Meeting

Tuesday 28 August 2012

A Meeting of the Town Council's Finance, Staffing & General Purposes Committee was held in the Town Clerk's Office on Tuesday 28 August 2012.

Councillors present

The Worshipful the Mayor of Lostwithiel Councillor Mrs Parsons
Honoured Burgess W Nicholls, Councillor C Jewels,
Councillor J Pegg, Councillor V May,
Councillor D Robson & Councillor P Sweet

In attendance

Town Clerk Sandra Harris

No public were in attendance

FSGP241/12 PUBLIC PARTICIPATION

None

FSGP242/12 APOLOGIES OF ABSENCE

Apologies for absence were received and accepted from Honoured Burgess Jones.

FSGP243/12 DECLARATIONS OF INTEREST PECUNIARY & NON-PECUNIARY

Councillor Jewels declared a non-pecuniary interest in Agenda item 5 Town Map boards.
Councillor May also declared a non-pecuniary interest in Agenda item 5 Town Map boards.

FSGP244/12 MINUTES

The minutes of the Finance, Staffing & General Purposes Committee Meeting held on 24 July 2012 were accepted, approved and duly signed by Committee Chairman Councillor Jewels. Proposed Councillor Robson seconded Councillor Pegg. This proposal received the support of the Council.

Committee Chairman Councillor Jewels recommended amending the order of consideration of the agenda in order that the Committee remained quorate. This amendment was accepted by the Committee.

FSGP245/12 CATTLE MARKET CAR PARK

The clerk advised the Committee that Honoured Burgess Jones hopes to meet with the appointed contractor shortly.

FSGP246/12 EDGCUMBE HOUSE

The clerk advised the Committee that Honoured Burgess Jones has advised that his recommendation to the Committee would be to arrange for complete external decoration of Edgcumbe House and inspection of the roof. It was proposed by Councillor May and seconded by Councillor Sweet that the clerk is instructed to liaise with Honoured Burgess Jones and arrange an inspection of the roof as soon as possible and to prepare job specifications for external decoration and drainage repairs for consideration by the Committee at next month's Committee meeting when hopefully the roof report will have been received. This proposal received the support of the Committee.

FSGP247/12 INVENTORY

The Committee decided to defer this agenda item to the September meeting.

Honoured Burgess Nicholls joined the meeting.

FSGP248/12 LOSTWITHIEL METHODIST CHURCH

It was proposed by Councillor Pegg and seconded by Councillor Robson that the clerk is instructed to reply to Lostwithiel Methodist Church that all internal and external repairs should be undertaken in accordance with the terms of the lease which includes prior notification to the Town Council of all works to be undertaken and obtaining the relevant planning consents. This proposal received the support of the Committee.

It was further proposed by Councillor Pegg and seconded by Councillor Robson that Lostwithiel Methodist Church are reminded of the clauses in the lease relating to subletting and advised that the Council is considering the installation of a water meter. This proposal also received the support of the Committee.

FSGP249/12 SOUTH WEST WATER – COULSON PARK

Committee Chairman Councillor Jewels reported on last week's meeting with Interserve's site manager. A directional drill will be used to place a pipe under the river bed and Coulson Park with the pipe surfacing at the existing South West Water building. The pipe has a relatively small cross section and therefore 'soil heave' should not be a problem. If this or any damage does occur then it will all be made good by the contractors. There will be a need to 'lift' the lower branches of the trees in close proximity to the screens manhole but the contractors have advised that they will balance limb removal on the trees as necessary. Works are due to start early September and the site manager has requested Lostwithiel Town Council contacts for out of office hours. It was proposed by Councillor Pegg and seconded by Councillor May that the Committee authorises the works to go ahead and that The Worshipful the Mayor of Lostwithiel Councillor Mrs Parsons and Committee Chairman Councillor Jewels are the named out of hours Town Council contacts. This proposal received the support of the Committee.

FSGP250/12 PUBLIC TOILETS

Committee Chairman Councillor Jewels reported on the meeting with Cornwall Council's Paul Allen and Cornwall Council's Community Network Manager Martin Eddy. It was proposed by Councillor Robson and seconded by Councillor Pegg that the clerk is instructed to contact the Cornwall Council portfolio holder to request a meeting in Lostwithiel to provide clarification on the figures quoted and to discuss necessary improvements. This proposal received the support of the Committee.

FSGP251/12 STAFF TRAINING

It was proposed by Councillor May and seconded by Councillor Sweet that the Committee agrees to the clerk attending a Financial Management course on Tuesday 25 September at Bodmin. This proposal received the support of the Committee.

The Worshipful the Mayor of Lostwithiel Councillor Mrs G Parsons joined the meeting.

FSGP252/12 CORRESPONDENCE

Resident	Request for site visit to discuss grass verge.
Skate park ramp	The clerk was instructed to make this an agenda item for full Council.
Draft office lease	The clerk was instructed to request the inclusion of the two outstanding clauses.

FSGP253/12 TOWN MAP BOARDS

Councillors Jewels and May having previously declared non pecuniary interests left the meeting room. The agenda item was chaired by The Worshipful the Mayor of Lostwithiel Councillor Mrs Parsons. It was proposed by Councillor Robson and seconded by Councillor Pegg that the quotation for £200 plus

VAT to anti-graffiti laminate the new town map board for the Cattle Market car park is accepted. This proposal received the support of the Committee.

It was further proposed by Councillor Pegg and seconded by Honoured Burgess Nicholls that the town map is returned to the printers for amendment and that it is then re submitted to the Committee for final approval next month. This proposal received the support of the Committee.

Councillors Jewels and May re joined the meeting and Councillor Jewels took the Chair.

FSGP254/12 PARADE NOTICE BOARD

It was proposed by Mayor Mrs Parsons and seconded by Councillor Pegg that the clerk is instructed to write to the Duchy Palace contractors to ask if they would consider replacing the damaged board. This proposal received the support of the Committee.

FSGP255/12 ITEMS FOR NEXT AGENDA

Wayleaves

Library

Library courtyard wall

Twinning Pleyber Christ

Inventory

Town map boards

The meeting closed at 9.20pm

Chairman

Date