

LOSTWITHIEL TOWN COUNCIL  
FINANCE & PROPERTY COMMITTEE MEETING  
Tuesday 9 September 2014

A Meeting of the Town Council's Finance & Property Committee was held in the Guildhall on Tuesday 9 September at 7.45pm later than advertised, the Planning Committee meeting having overrun.

Councillors present

Committee Chairman Councillor Jewels, Committee Vice Chairman Councillor Mrs Ross, Mayor Mrs Jarrett, Honoured Burgess Jones Councillor Robson & Councillor Watkins.

In attendance

Councillor Hughes

Town clerk Mrs Harris

No members of the public were in attendance

FP383/14 PUBLIC PARTICIPATION

None

FP384/14 APOLOGIES OF ABSENCE

Apologies for absence were received and accepted from Deputy Mayor May & Councillor Gillett.

FP385/14 DECLARATIONS OF INTEREST

None

FP386/14 MINUTES

The minutes of the Committee meeting of 12 August 2014 were approved and duly signed by Committee Chairman Councillor Jewels. Proposed Councillor Mrs Ross seconded Councillor Robson. This proposal received the support of the Committee.

FP387/14 PROPERTY REPAIRS AND MAINTENANCE – MONTHLY REPORT

Honoured Burgess Jones advised the Committee that the Chartered Surveyor will be inspecting both Edgcumbe House and the Guildhall on 2 October.

Honoured Burgess Jones highlighted that Taprell House and Edgcumbe House both need painting externally.

It was proposed by Councillor Mrs Ross and seconded by Councillor Watkins that the Council prepares a specification for the necessary repairs to the Museum roof and submits the specification to Cornwall Council's Conservation Officer and the Surveyor for approval. This proposal received the support of the Committee.

FP388/14 CORNWALL COUNCIL CONSERVATION OFFICER – TO CONSIDER THE RESPONSE RECEIVED

The clerk read the response to Council. The clerk was instructed to check if the pre application advice fees have been refunded and to write to Victoria Robinson to thank her for her time and advice when submitting the programme of proposed works.

FP389/14 ASSET REGISTER

Work in progress

FP390/14 GUILDHALL – TO CONSIDER THE PRICE RECEIVED TO SUPPLY A NEW MAYORS BOARD

It was proposed by Councillor Watkins and seconded by Councillor Robson that the Council accepts the recommendation to leave the existing Mayor's board in situ and accept the advice from the contractor to site the new board to the south wall of the Guildhall to align with the right hand door return. This proposal received the support of the Committee.

FP391/14 GUILDHALL STAIRS WINDOW

It was proposed by Councillor Watkins and seconded by Councillor Mrs Ross that the tender specification is approved as drafted and that the clerk is instructed to ask the following firms to submit tenders:-

Celtic Joinery

Charlestown Joinery

K&L Joinery

Restormel Joinery

This proposal received the support of the Committee.

FP392/14 EDGCUMBE HOUSE – TO DISCUSS PROGRESS ON THE RECENT FIRE SAFETY REPORT

Councillor Mrs Ross explained her report on the fire report to the Committee. The Committee decided that it would consider purchasing a storage container for paint and hazardous materials and consider moving the signs and the cones to the Cemetery shed.

Councillor Watkins agreed to investigate the replacement of the door stops to comply with Fire Regulations and the clerk was instructed to ask an electrician to inspect the emergency lighting outside the library.

Councillor Mrs Ross highlighted that the Council needs to appoint a Fire Officer.

It was proposed by Honoured Burgess Jones and seconded by Deputy Mayor Mrs Jarrett that Councillor Mrs Ross purchases the necessary Fire action notices for the Guildhall. This proposal received the support of the Committee.

It was further proposed by Councillor Mrs Ross and seconded by Councillor Watkins that a skip is ordered for Sunday 28 September to be delivered to the Cemetery. This proposal also received the support of the Committee.

FP393/14 ACCOUNTS – HALF YEAR FIGURES

The clerk presented Council details of income and expenditure for the first six months of the financial year. The Committee did not raise any queries with the figures.

FP394/14 TOWN CAR PARKS

Mayor Mrs Jarrett agreed to prepare a report for next month's meeting to include obtaining a copy of Lostwithiel Town Forum's 2004 transport report.

FP395/14 COLOUR PRINTER

The clerk advised Council that the colour printer is broken and needs replacing. Councillor Mrs Ross offered to check prices and make recommendations to next month's meeting. Councillor Mrs Ross's offer was gratefully accepted by the Committee.

## FP396/14 CORRESPONDENCE

The clerk distributed to Committee members printed copies of the Cornwall Council's Budget introduction previously circulated to Council Members via a website link on 3 September 2014.

## FSGP397/14 ITEMS FOR NEXT AGENDA

None

The meeting closed at 9.10pm.

Chairman

Date