

LOSTWITHIEL TOWN COUNCIL
FINANCE & PROPERTY COMMITTEE MEETING

Tuesday 14 October 2014

A Meeting of the Town Council's Finance & Property Committee was held in the Guildhall on Tuesday 14 October 2014 at 8.05pm later than advertised, the previous meetings having overrun.

Councillors present

Finance & Property Vice- Chairman Councillor Mrs Ross
Mayor Mrs Jarrett, Councillor Gillett,
Councillor Robson & Councillor Watkins

In attendance

Councillor Hughes
Town Clerk Mrs Harris

No members of the public were in attendance

FP471/14 PUBLIC PARTICIPATION
None

FP472/14 APOLOGIES OF ABSENCE
Apologies for absence were received and accepted from Committee Chairman Councillor Jewels.
Deputy Mayor May and Honoured Burgess Jones.

FP473/14 DECLARATIONS OF INTEREST
None

FP474/14 MINUTES
The minutes of the Finance & Property Committee meeting of 9 September 2014 were approved and duly signed by Committee Vice Chairman Councillor Mrs Ross. Proposed Councillor Watkins seconded Councillor Robson. This proposal received the support of the Committee.

FP475/14 PROPERTY REPAIR & MAINTENANCE REPORT
Honoured Burgess Jones was unable to attend the meeting so the clerk was instructed to defer the item to next month's agenda.

FP476/14 SCOTT & CO
The correspondence received from Mr Scott received the consideration of the Committee. It was proposed by Mayor Mrs Jarrett and seconded by Councillor Robson that the clerk is instructed to accept Mr Scott's offer to attend a Council meeting to discuss his report on both buildings and that the clerk arranges this meeting as soon as possible after the report has been completed. Copies of the report must be circulated prior to meeting. This proposal received the support of the Committee.
The clerk then advised the Committee that Mr Scott had been unable to visually inspect one area of the Guildhall roof and had offered to arrange steeplejack to access this area. Councillor Watkins advised the Committee that he has pictures of this section of the roof. It was proposed by

Mayor Mrs Jarrett and seconded by Councillor Robson that these photos are forwarded to Mr Scott and that Mr Scott is asked to draw up a specification for tender. This proposal also received the support of the Committee.

FP477/14 ASSET REGISTER

The Committee was advised that it is hoped that work on the Asset Register will be finalised by the December Committee Meeting.

FP478/14 EDGCUMBE HOUSE

Councillor Mrs Ross advised the Committee that the store area is now quite bare and that the Fire signs have been ordered. Councillor Mrs Ross further advised that there are a number of small wooden tables donated to Council by Honoured Burgess Stuchberry. Councillor Mrs Ross advised the Committee that she would ask Mr Stuchberry if he would like the tables returned and if not the Council could consider donating them to the Community Centre or the School. Councillor Watkins advised that he would have some information available regarding the doors for the next Committee meeting. It was proposed by Mayor Mrs Jarrett and seconded by Councillor Gillett that the Committee should install two smoke alarms at Edgcumbe House as a temporary measure and that the Electrician that installed the present fire system should be asked to visit the property to provide a price to upgrade the system. This proposal received the support of the Committee.

FP479/14 TOWN CAR PARKS

Mayor Mrs Jarrett advised that the business plan is currently work in progress and outlined progress to date. It was proposed by Mayor Mrs Jarrett and seconded by Councillor Gillett that the clerk is instructed to make the car parks an agenda item for November's Full Council meeting. This proposal received the support of the Committee.

FP480/14 COLOUR PRINTER

It was decided that the replacement of any office equipment should be deferred until after Sarah Mason's visit and the receipt of her report.

FP481/14 BUDGET 2015 16

The clerk was instructed to include provision for the following in the first draft of the Finance & Property Committee's Budget.

Public toilets

Community Centre

Library services

Car parking

Staffing

IT

Office space

FP482/14 ITEMS FOR THE NEXT AGENDA

Budget

The meeting closed at 9.15pm

Chairman

Date