



Lostwithiel Town Council - Staffing Committee Meeting

A Meeting of the Town Council's Staffing Committee was held in Lostwithiel Library on Tuesday 9 August 2016 at 7pm.

Public Participation – None

Meeting Minutes

Councillors present

Vice Chairman Councillor Jewels,
Mayor Gillett, Councillor Mrs Henderson,
Councillor Hensman, Councillor Mrs Parsons
& Councillor Watkins.

In attendance

Town Clerk Mrs Harris

No members of the public were in attendance

SC13/16 APOLOGIES

Apologies for absence were received and accepted from the following Councillors:-
Councillor Mrs Ross and Councillor May.

SC14/16 DECLARATIONS OF INTEREST

None

SC15/16 MINUTES

It was **resolved** that the minutes of the Staffing Committee meeting dated 31 May 2016 are accepted, approved and signed by Committee Vice Chairman Councillor Jewels as being a correct record.

SC16/16 CORNWALL COUNCIL CORRESPONDENCE

It was noted by the Committee that Cornwall Council have agreed to surrender the top floor of Taprell House to the Town Council. Cornwall Council has requested that appropriate signage and a barrier are put in place. It was **resolved** that the clerk is instructed to advise Cornwall Council that this will now take place with effect from 12 September and that from this date:-

1. Should library staff wish to use the top floor for library events then prior written consent must be obtained from the Town clerk giving a minimum of 14 days notice.
2. No exhibitions will be held or booked for the top floor of the building
3. No arrangements will be made for the library building to be used by library or other groups outside the current library opening hours.
4. It remains the Town Council's intention to reduce the library rent to £0 with effect from 1 June 2016 despite the surrender of the top floor having been delayed beyond this date for the next two years or until the future of Cornwall's library service in Lostwithiel has been established whichever is sooner. The proposal is that the payment of utilities remains as it is.

It was further **resolved** that the clerk is instructed to:-

- Obtain legal advice from a local solicitor regarding the best way to formalise this arrangement.
- Advise Lostwithiel Museum that with effect from 12 September it will no longer be possible to access the upper floor of Taprell House for the Heritage walks and to suggest that they may wish to take photos of the upstairs areas of interest prior to this date for future use.

SC17/16 INFRASTRUCTURE

Councillor Hensman joined the meeting.

It was **resolved** to recommend to Council at the Council meeting to be held on Tuesday 16 August that the top floor of Taprell House becomes the permanent office of Lostwithiel Town Council and that Cornwall Council's Listed Building Officer is contacted without delay to obtain advice regarding the installation of modular room divisions and the possible removal of the open void.

It was further resolved that the clerk is authorised to purchase new desks, chairs, tables, cupboards, microwave, fridge and kettle to a maximum budget of £1,000.

SC18/16 ITEMS FOR NEXT AGENDA

None

The meeting closed at 8.10pm

Chairman

Date