

MINUTES OF THE PROPERTIES COMMITTEE MEETING HELD ON 6TH SEPTEMBER 2018

Voting members present: Cllrs.; J Bryson, L Deely, P Kelly, L Moores, P Moores, F Partridge, H Partridge, N Tucker

Voting members absent: P Tilzey, B Willingham

Non-voting members present: None

Officers Present: Mr K Cornwell - Acting Proper Officer

Meeting Start time: 10.00 a.m.

Cllr H Partridge resigned as Chairman of the Committee, the meeting was Chaired by the Vice Chair Cllr P Moores

- PR/134/18** **To receive and accept apologies for absence**
Cllr P La Broy, D Towl
- PR/135/18** **To receive declarations of registered and non-registered disclosable pecuniary interests and non-registerable interests**
None
- PR/136/18** **Dispensations: to consider requests for dispensations**
None
- PR/137/18** **Minutes - To receive and adopt the Minutes of the Properties Committee Meeting held on 12th July 2018**
Resolved: That the Minutes were a true and accurate record of the Meeting and they were signed by the Chairman
- PR/138/18** **Maximum 15 minutes for public present to make comments concerning the business of the Properties Committee**
None
- PR/139/18** **To receive the Facilities Manager (FM) report (appendix A)**
The Facilities Team will need to have a schedule of maintenance for the Cricket and Pitch and Putt Pavilions. Options for the Bandstand will be brought back to the Committee in due course
Resolved: That the report be noted
- PR/140/18** **Pitch & Putt – to receive an update**
It was reported that the building had been fully completed and signed off by Building Control. The draft final account was showing a 0.6% overspend on the original contract figure and provision for this had been made within reserves. After allowing for contract retention, remaining reserves for the project stood at £6,855. Intruder and Fire Alarms would be ordered under officer's delegated powers.

PR/141/18

Parkhouse Entrance – to receive an update

One quote had been received for design and project management services. Further quotes would be sought for consideration at the next meeting.

PR/142/18

To consider the budget report – first quarter

Resolved: That the report be noted

The meeting closed 10.45 am

Chairman's Signature..... Date.....

To consider tenders/offers received for the caretaker's house/bathroom

Contractor contacted who has stated that due to other commitments, work will not start on the caretaker's bathroom until the start of Sep 18. The Parkhouse caretaker has been notified and is aware of the delay.

Cricket Club building repairs

The FM has contacted Marlin and notified him of the council's decision. He has stated that he has other works that he has already started but will endeavour to get back to the FM with potential dates for the works to start. The FM has spoken to the Cricket Club staff and notified them with regards to what works will be carried out, hopefully in the very near future.

Repairs to the Parkhouse roof

The facilities team will carry out this task once there is sufficient time in the busy schedule.

Painting of the Parkhouse Centre

To date, the FM has only received x1 quote. The FM will strive to acquire more upon return from his health and safety course.

Bandstand roof and associated actions

The FM is still obtaining quotes for the works. He is also in talks with Camelford Town Council to ascertain which firm carried out the works on their new Band Stand located on Camelford Town High Street.

Anti-skateboarding action

The FM has not ventured any deeper into this task yet, but hopes to have more options and ideas for the next meeting.

Works on the Castle

Only x 1 quote has been received so far for this project. The FM is still awaiting other firms to get back to him with availability of a site visit before presenting any quotes. The FM has chased numerous firms regarding this task. The majority of firms are either tied up with other works, or feel that this project is too large. The FM will keep looking for a suitable contractor to carry out the works required as soon as possible.

Decking

No works or quotes carried out at this point

Pitch and Putt Building

The building is now complete and the outside area is 95% complete. The majority of furnishings and health and safety aspects are in place and ready for use.

Air Conditioning Ivor Potter Hall

Work will commence mid-September 2018, exact dates TBC