

TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Asset Management and Operations Committee held on Thursday 26th April 2018 at 7.00pm in the Council Committee Room, 1-3 Buller Road, Torpoint.

PRESENT: - Councillor Mrs C E Goodman (Chairman), Councillor L E Keise (Town Mayor), Councillors E H Andrews, Miss L J Hocking, Miss R Tanner BEM and J Tivnan BEM plus the Town Clerk.

Also Present: - Councillors P R Edwards and Mrs J M Martin.

Also Present: - Councillors P R Edwards and Mrs J M Martin.				
		ACTION		
1-18AMO	Apologies for absence			
None.				
2-18AMO	Declarations of Interest relating to items on the Agenda			
None.				
3-18AMO	Minutes of the previous meeting			
	of the Asset Management and Operations Committee meeting held on Thursday			
22 nd March 2018 were taken as read, confirmed and signed by the Chairman.				
22 11010112	ord were taken as read, commined and signed by the chairmain			
4-18AMO	Matters arising from the minutes			
a) Benodet	Park Sound Hut: -			
Pursuant to minute 129-17AMO (a) the Chairman reported on a meeting with contractors and				
the technical advisor to consider proposals to relocate the sound hut and also review the				
	pply. The Chairman reported that there are suspected possible problems with the			
•	pply citing in particular, to the box on the bandstand. The Clerk reported that the			
	Clerk has contacted an electrical contractor to attend to the perceived problems	Council		
and will report to Council. Councillor Mrs. J M Martin noted that although related to the				
technical advisor considered there is no interest to declare as he is acting in a voluntary				
capacity.				
,	nd Safety Policy: -			
Pursuant to minute 129-17AMO (b) Councillor J Tivnan reported that the cost to train/retrain				
	staff is £325 and this is for up to 6 to be trained. Councillor Tivnan suggested that			
two members could also join this cohort. Councillor P R Edwards expressed an interest to be trained. It was also noted that the surplus and redundant TMV would be removed.				
	·			
c) Japanese Knotweed Control: -				
Pursuant to minute 129-17AMO (e) the Clerk reported that he has met with the officer from Cornwall Council to map the stands of Japanese Knotweed in Thanckes Park and also agree a				
herbicide eradication programme. It was noted that recent media articles suggested that the				
weed could not be eradicated. It was also reported that there was more stands of knotweed				
than previously estimated with the worst infection being in the wooded area. In response to a				
question from Councillor Miss L J Hocking, the Clerk reported that the agrochemicals in use				
have been approved for use in eradicating the weed and further, Cornwall Council would let				
the Town Council have signage following application by the Council Caretaker. It was reported				
	would be drawn up between the two parties and application should commence			
	niddle to end of May.			



- Council				
d) Replacement Bus Shelter:- Pursuant to minute 130-17 the Clerk reported that whilst 3 quotations have been received one quotation was not based on a "like for like" comparison. The Clerk reported that the Deputy Town Clerk has requested two further quotations from other companies and receipt is awaited. The Clerk responded that as RFO, he would suggest best value has been applied and that the Committee should consider the matter when the further quotations are received. It is recommended that the Council delegate to this Committee authority to consider purchase of a suitable and appropriate bus shelter within the budgetary restraints of the allocated amount plus any potential grant assistance from Cornwall Council.	Council			
 5-18AMO Operational Report It was reported that Mrs. Pauline Rodda has requested that the memorial bench is rededicated to include her husband Jan. Mrs. Rodda has agreed to pay for the new plaque. Members of the committee raised no objections to the request. Mrs. Veronica Cattermole has praised the Council for the installation of the memorial bench on the former Lanouettes green in Marine Drive in memory of her late husband Phil. Work commenced to replace the fire panel and system on the 16th April. Training will be undertaken on the 4th May with work recommencing on the 8th May. It was reported that the toilet seat has been stolen again from the Antony Road toilets. It was suggested a vandal proof seat is installed as a deterrent. It was also noted that replacement toilet roll dispensers are being purchased. It was reported that a hirer enquiry for Christmas day has been received. The logistics of a possible arrangement are being investigated involving keys and caretaking. It was reported that the Torpoint Community College are unable to replace the mosaic mural in Benodet Park at this time. Benodet Park Toilets: - Receipt was reported of three quotations to undertake the work previously reported: - 				
COMPANYDESCRIPTION(£)Scott BeltonQuotation as per requested work1,810.00				
Cornwall Academy Maintenance Quotation as per requested work 3,930.00				
Graham Builders Merchants* Materials Only 577.74				
*The labour would be undertaken by the Probation Team overseen and supervised by Councillor P R Edwards (qualified plumber) working as a volunteer. It was also noted that the water heater was of a smaller capacity (10litre) and would have to be connected by an electrician at additional cost. It is estimated the work could be undertaken in two days. It was further noted that at the lowest quoted price, this was within the remit of the RFO to authorise within the Best Value Statement being under £1,000. It is resolved that the contract is taken in-house provided the work is undertaken within the given time period [circa mid-May], otherwise it is recommended the contract is awarded to Scott Belton. The DTC would contact both parties (Councillor Edwards and the Probation team) to co-ordinate the work schedule.				
6-18AMO Policies Reviewed by this Committee None.				

Items referred to this Committee

7-18AMO



None.			
a) Asset Condit The Chairman or check and the C 9-18AMO H Councillor J Tivn	to consider the Council Business Risk Maion Survey and Security: - confirmed that arrangements will be made to committee will be emailed with two dates to the circulated document on paters. It was noted that this item would remaileted.	undertake the survey and security undertake this piece of work.	
 10-18AMO Correspondence a) Torpoint Community Cinema – Proposals for a screen and projector in the Council Hall (as circulated). The Chairman reported that contractors and the technical advisor had reviewed the proposed system. It is suggested that if approved, Torpoint Town Council would purchase the agreed system, it would become the property of the town council and included on this council's asset register. The equipment could be used by the Council for meetings, lectures and education purposes. The Torpoint Community Cinema group would make a donation toward the net cost of the project. After considering the matter it is recommended that the Council supports the project on the terms described in the minute. 11-18AMO Planning Applications None. 			
12-18AMO Budget Monitoring Report Members reviewed the March 2018 financial comparison (as circulated). Members considered the monitoring lines and expressed satisfaction at the financial controls in place and the explanations on each budget line.			
13-18AMO A	ccounts for payment		
PAYEE B & C British Gas	REASON Bus Shelters (2) Harvey Street/Goad Ave Electricity - Antony Road Toilets	GROSS (VAT) NETT 6,124.80 1,020.80 5,104.00 139.23 6.63 132.60	
14-18AMO Date of next meeting Thursday 26 th April 2018.			
prior to the None	ny Business that has been disclosed to emeeting. at 7.39 pm		