



BODMIN TOWN COUNCIL

The Council Offices
Shire House
Mount Folly Square
BODMIN
PL31 2DQ

Our Ref: SF/BB/AG-PROP 01/19

18 January 2019

Dear Councillor

**PROPERTIES COMMITTEE MEETING – THURSDAY 24 JANUARY 2019 at 7.00 P.M. –
THE SHIRE HOUSE SUITE, SHIRE HOUSE, BODMIN**

I hereby give you notice of a meeting of the above Committee to be held on **Thursday 24 January 2018 at 7.00 p.m.** in the Shire House Suite, Shire House, Bodmin.

I hope you find you are able to attend.

Yours faithfully

S M Facer
TOWN CLERK

COMMITTEE MEMBERS

Councillors
P Brown
J P Cooper
P T Cooper
L L Frost (Chairman)
D A Henderson
A M Kerridge
S H Kinsman - Ex Officio
K J Phillips
K W Stubbs

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, the Council cannot guarantee this, especially if you are speaking or taking an active role.

Person(s) wishing to record the Meeting are required to abide by the Council's Guidelines for recording, filming, broadcasting or using social media at Council meetings. These guidelines are available from the Council Offices and on the Council's website www.bodmin.gov.uk

A G E N D A

1. **CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES**
2. Declarations of Interest – Members to declare interests in respect of any item on the agenda;
3. **PUBLIC REPRESENTATION SESSION – An opportunity for local residents to make representations or ask questions relating to items on this agenda.** (Note: a maximum of 15 minutes will be allocated for this session and there will be a time constraint of 5 minutes per speaker);
4. Minutes of the Properties Committee Meeting held on 29 November 2018 (copy enclosed);
5. Correspondence:
 - a) Letter from Bodmin Youth Project regarding Fair Park football sessions (copy enclosed);
 - b) Letter from Bodmin Lions regarding Shire House Suite hire charges (copy letter and subsequent response from the Town Clerk enclosed);
 - c) Chief Executive of Cornwall Rural Community Charity invitation to the Community Buildings Conference taking place on Tuesday 12th February 2019 at the Lanivet Parish Community Centre (copy email and agenda enclosed);
 - d) Email from Bodmin Community Link Officer regarding planting on town roundabouts via Cormac Volunteering Scheme (copy enclosed);
 - e) Any other item of correspondence that the Chairman considers appropriate;
6. Update on the current status of key Council projects (copy report enclosed), to include:
 - a) Skate Park;
 - a) Fair Park Toilets;
 - b) Site for new cemetery;
 - c) Machinery Shed;
7. Health and Safety project update – Parks and Open Spaces Manager (POSM) to report (copy report enclosed);
8. Skate Park – To note that the pyramid funbox will be removed from the existing skate park as it is beyond economical repair;
9. To consider recording of staff time in relation to vandalism (referred from FS&PM Budget meeting held on 3 January 2019, minute ref FSPM/2019/004 refers);
10. Coldharbour, to include:
 - a) Essential maintenance works to the clubhouse (copy report enclosed) – POSM to report;
 - b) Schedule of Dilapidation (copy enclosed);
11. Explore by Bike – Update on use of Priory Car Park – POSM to report;
12. Volunteer Dog Warden – POSM to report (copy report enclosed);
13. Risk Management Update (copy enclosed);

14. ITEMS CONTAINING EXEMPT INFORMATION

To consider passing the following Resolution in respect of the items listed below:

'That the press and public be excluded from the Meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, for the following items of business on the grounds that they involve the likely disclosure of confidential and exempt information.'

15. Confidential Minutes of the Properties Committee Meeting held on 29 November 2018 (copy enclosed);
16. Athelstan House – To consider Bodmin Town Council's land parcel in light of future development of the site (copy lease and site plan enclosed);
17. Coldharbour Lease update – to include valuation report from Charterwood, Chartered Surveyors - s127 Local Government Act 1972 (copy enclosed)
18. Victoria Square land registration – Town Clerk to report;
19. Bodmin Town Football Club Lease update, if any;
20. Insurance, if any;
21. Staffing matters, if any;
22. Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.