



BODMIN TOWN COUNCIL

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

Our Ref: SF/BB/AG-PROP 03/19

22 March 2019

Dear Councillor

PROPERTIES COMMITTEE MEETING – THURSDAY 28 MARCH 2019 at 6.30 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 28 March 2019 at 6.30 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. To consider and, if approved, adopt the Minutes of the Properties Committee Meeting held on 21 January 2019 (copy enclosed);
5. Correspondence:
 - a) Email from South West Inflatable Theme Parks requesting use of Fair Park – proposed dates of either Saturday 29 to Sunday 30 June or Saturday 6 to Sunday 7 July 2019 (copy enclosed);
 - b) Email from The Hugs Foundation requesting use of the Shire House Suite for a fundraising event on a Saturday or Sunday (copy enclosed);
 - c) Any other item of correspondence that the Chairman considers appropriate;
6. Update on the current status of key Council projects, to include:
 - a) Skate Park (item 19 refers);
 - b) Fair Park Toilets (copy report enclosed);
 - c) Site for new cemetery (copy report enclosed);
 - d) Machinery Shed – on hold pending further information;
7. Cornwall Council Local Maintenance Partnership (LMP) 2019/20 – to consider partnership with Cornwall Council for maintenance of Public Rights of Way (copy letter and information enclosed);
8. Explore by Bike – Update on use of Priory Car Park – Parks and Open Spaces Manager (POSM) to report;
9. Coldharbour Sports Pitches – To update on works to Pavilion – POSM to report (copy enclosed);
10. To consider enquiry relating to interim refilling of Rhind Street salt bins (copy email enclosed);
11. Beacon Monument survey report (copy to follow);
12. Shire House Working Party, to include:
 - a) Notes from interim meeting held on 6 March 2019 (copy enclosed);
 - b) Notes from meeting held on 12 March 2019 (copy enclosed);
13. Western Power Distribution – to consider approval of wayleave agreement for proposed underground cable installation on land adjacent to Bodmin Jail (copy letter, notice and agreement enclosed);
14. Update on installation of Wallgate Handwash Facilities – POSM to report (copy enclosed);
15. Risk Management Update (copy enclosed);

16. **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.'

17. To consider and, if approved, adopt the Confidential Minutes of the Properties Committee Meeting held on 21 January 2019 (copy enclosed);
18. To consider Skate Park tender documents and agree a shortlist of companies to present at a future meeting of the Special Council Meeting (copy report from POSM and tenders enclosed) – POSM to report;
19. Request from Cornwall Council for copy of Heads of Terms documents to support lease of Camel Trail Car Park (copy email enclosed);
20. St Lawrence's Church, to include:
 - a) Schedule of Dilapidation (copy enclosed);
 - b) Update on lease, if any;
21. Land registration update, to include:
 - a) Victoria Square;
 - b) Coldharbour;
22. Bodmin Town Football Club (BTFC) update following meeting with BTFC representatives held on 20 March 2019 – Town Clerk to report;
23. Insurance, if any;
24. Cemetery matter update, if any;
25. Staffing matters, if any;
26. Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.