



BODMIN TOWN COUNCIL

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

Our Ref: SF/BB/AG-PROP 09/19

20 September 2019

Dear Councillor

**PROPERTIES COMMITTEE MEETING – THURSDAY 26 SEPTEMBER 2019 at 6.00 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 26 September 2019 at 6.00 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
J A Bassett
P Brown
J P Cooper – *Ex Officio*
P T Cooper
A J Coppin
L L Frost
S H Kinsman
K J Phillips – Chairman
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. Presentation by Mr D Miller regarding the possibility of creating an educational resource based upon the Bodmin Old Cemetery;
4. **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);
5. To consider and, if approved, adopt the Minutes of the Properties Committee Meeting held on 27 June 2019 (copy enclosed);
6. Properties Committee Terms of Reference (copy enclosed);
7. Any item of correspondence that the Chairman considers appropriate;
8. Update on the current status of key Council projects (copy report enclosed), to include:
 - a) Skate Park;
 - b) Fair Park Toilets;
 - c) Site for new cemetery;
 - d) Machinery Shed – on hold pending further information;
9. Bodmin Town Council Properties – to consider any appropriate additional measures to improve site security, to include:
 - a) Fair Park – Installation of new gates (copy report enclosed);
10. Shire Hall Cell refurbishment project – item referred from Full Council meeting held of 19 September 2019 (minute ref C/2019/248 refers) to consider and agree objectives to create a brief in order to seek costs for grant funding application process;
11. To consider community toilet scheme – Item referred from Properties Committee meeting held on 27 June 2019 (minute ref PP/2019/55 refers);
12. Town Council property portfolio and future use – to consider and agree a shortlist of future uses of Shire Hall so that an options appraisal can be developed (minute ref PP/2019/62 refers);
13. Cost-Benefit Analysis of Guardian 24 Lone Working App (copy report enclosed);
14. Bodmin Bikelights event (copy report enclosed);
15. Bodmin Beacon Monument (copy report enclosed);
16. Bug Hunt event – POSM to update on event held on 30 August 2019 (copy enclosed);

17. Improvement of Biodiversity in Priory Park – POSM to report;
18. Parks Team vehicles – to consider retention of Piaggio truck (minute ref C/2019/218 refers; copy report from RFO enclosed);
19. To consider annual Shire House Suite booking for Bodmin Lions Senior Citizen Party to be held on Sunday 1 December;
20. War Memorial, Priory Park – POSM/Town Clerk to report;
21. Bodmin Town Museum – to note minutes of meetings (copies enclosed) held on:
 - a) 11 September 2018;
 - b) 2 October 2018 (AGM);
 - c) 13 November 2018;
 - d) 5 February 2019;
 - e) 21 May 2019;

22. Risk Management Update (copy enclosed);

23. **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.’

24. To consider and, if approved, adopt the Confidential Minutes of the Properties Committee Meeting held on 27 June 2019 (copy enclosed);
25. Mary Kendall lease – rent review;
26. Bodmin Jail (copy report from RFO enclosed);
27. Walker Lines Gymnasium (copy report from RFO enclosed);
28. Insurance, if any;
29. Cemetery matter update – Town Clerk to report;
30. Any other urgent and relevant confidential item, for information, that the Chairman considers appropriate.