

MINUTES of the **Estates Committee** Meeting held on Thursday 25th March 2021 at 6.30 p.m. via Zoom conference call.

PRESENT: Councillor K Phillips, presiding, together with Councillors E Ahearn (arrived 19:35), M Barbery, P Brown, J Cooper, P Cooper, D Henderson and J Gibbs.

IN ATTENDANCE: Mr P Martin (Town Clerk), Mr A Banner (EM), Mr D Bidgway (Executive Officer) and Mrs N Davis (Senior Admin Support).

CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES:

There were no announcements.

Apologies had been received from Cllrs E Ahearn will be late, P Skea and L Frost

The meeting commenced at 18:31

		Action	Date
EST/2021/053	<p>Declarations of Interest – Members to declare interests in respect of any item on the agenda</p> <p>Cllr P Cooper declared an interest in item 14</p> <p>Cllr J Cooper declared an interest in item 14</p>		
EST/2021/054	<p>Correspondence Received:</p> <ul style="list-style-type: none"> • Cold Harbour Parking – Residents <p>Parking in this area is causing a hazardous situation on match and training days. A resident had provided photos to illustrate the problem. Although BTC have limited influence with CC and no legal powers to enforce parking, Cllr L Frost had been working with CC to agree and make highway changes, to try and re-route on-road parking to the nearby Victoria Square car park. This has been on-going for some time, with no improvement of the situation.</p> <p>Cllr J Cooper - installation of double yellow lines is a long process and costs a huge amount and therefore would require the community networks to consider and support this option.</p> <p>It was RESOLVED to AGREE to delegate authority to the TC to write to the community network, or complete the form, to make the request for a traffic order. To write to the football club to request that, as tenants of BTC, they manage the parking of their members and visitors more effectively to reduce the hazards on match/training days. BTC parks dept could loan some parking cones to assist this. To write to the police inspector to request that he pays a visit and advise those causing an obstruction or hazard.</p>	TC	Update next meeting
EST/2021/055	<ul style="list-style-type: none"> • Tiny Forests – Fin Irwin 		

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	EST/2021/075	It was RESOLVED to AGREE the minutes from the meeting on 25th March 2021.	

	<p>Fin and IntoBodmin are interested in undertaking a consultation exercise with the residents in the area near the Beacon and in front of Celtic Produce, on the triangular island (maybe owned by BTC – but investigation need to establish whether it had been registered as such), for the purpose of gauging opinion about using this space for installation of a Tiny Forest. His request for funding would be considered via the usual grant application process.</p> <p>Cllr D Henderson raised concerns about the implications for traffic safety when the trees mature.</p> <p>Cllr P Cooper felt that registration/ownership needed to be established before anything was able to happen on this space.</p> <p>Cllr J Cooper – suggested that, subject to the outcome of local consultation, Fin could liaise with Cllr L Frost to make a request via Forests for Cornwall, whose aim is to plant 10m trees around Cornwall. This would have to be done quickly.</p> <p>It was RESOLVED to AGREE to contact Fin Irwin to offer to collaborate on consultation that will give an indication of what the local community's preference for this space would be.</p>	DEM	Update next meeting
EST/2021/056	<p>PUBLIC REPRESENTATION SESSION</p> <p>There were four members of the public present, none wished to speak.</p>		
EST/2021/057	<p>To confirm that the minutes of the Estates Meetings held on 21st January 2021 and 18th February 2021 are a true and accurate record of that meeting (as circulated in advance) LGA 1972, Sch 12, para 41(3), LG (Miscellaneous Provisions) 1976 s 41</p> <p>It was RESOLVED to AGREE the minutes from the meeting on 21st January 2021.</p> <p>It was RESOLVED to AGREE the minutes from the meeting on 18th February 2021.</p>		
EST/2021/058	<p>To review any actions from the previous minutes.</p> <p>DEM to produce a report of all the play / parks equipment and its lifespan so that council could anticipate replacements and review the priority list of works to be done.</p> <p>Update Full report is not yet complete as inducting the EM into his role has taken priority. Weekly testing continues and he is compiling a report</p>	DEM	next meeting

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EST/2021/059	<p>as to what work needs doing, but nothing significant so far. Full report will be received at the next meeting.</p> <p>Advertise then to open any sealed bids at estates meeting for sale of Polytunnel - Item 8</p> <p>It was RESOLVED that the DEM would provide a report on the profile and condition of the present vehicles, and a profile of required vehicles going forward, retaining the Berlingo as a pool vehicle for the use of EM/DEM, and a price comparison of leasing against buying.</p> <p>Update EM has slowed this down as with expansion of the team, more information is required about what vehicles are needed. Some leasing figures have been obtained but there are no comparisons yet. A vehicle audit will be included in the report that identifies the requirements of the team and will be submitted for consideration at the next meeting.</p>	EM	next meeting
EST/2021/060	<p>Seek tenders for cleaning of Priory, Fair Park and Higher Bore Street Toilets.</p> <p>Update This work has been placed on Contract Finder and responses, with figures, will be submitted to the next meeting. It was RESOLVED to AGREE to delegate authority to the Estates Team that, if the existing contractors can continue to clean the toilets at no additional cost to BTC, the toilets should re-open as soon as possible.</p>	EM	Update next meeting
EST/2021/061	<p>To receive and consider a report from the Building Support Manager in respect of electric cabling and acoustic fence for the skate park, also, to agree is required, costs associated with the recommendations give in the report – EM</p> <p>The planning application for the acoustic fencing has been submitted, the application for the skate park lighting is taking longer as Situ-8 required more information from SSE. In the light of discussions to install a netball court in that area it would be better to hold the application until we have better understanding of the requirements of the netball club so that can be included.</p> <p>Cllr D Henderson wanted to check the original contract to determine whether lighting was included as part of the package.</p>		

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	<p>Cllr P Cooper requested that contact is made with the Fireworks Committee and Peter Old to keep them informed of intentions in that area as they also use it.</p> <p>It was RESOLVED to AGREE to delegate authority to the EM to progress this matter.</p> <p>It was RESOLVED to AGREE to support Cllr J Cooper's proposal that BTC write to CC to enquire about adopting the land at the old Athelstan House site which may preclude the need for additional fencing, but also provide access to Narisa Hall.</p>	<p>EM</p> <p>Cllr J Cooper</p>	<p>Update next meeting</p> <p>Update next meeting</p>
EST/2021/062	<p>To consider any bid responses received for the polytunnel – EM</p> <p>No bids had been received.</p> <p>Re-using the tunnel was discussed but was dismissed as the liability and risk were perceived as being too great.</p> <p>Cllr M Barberly reminded committee that BTC had paid £1900 to clear the site so queried why the poly tunnel had not been removed.</p> <p>It was RESOLVED to AGREE to delegate authority to TC to write to the waste disposal contractor and ask them to complete the task.</p>	TC	Update next meeting
EST/2021/063	<p>To receive and consider a report in respect of the rat problem in Priory Park and agree, if appropriate, Officer recommendations for methods of control – DEM</p> <p>DEM has agreed a plan with South West Wildlife Services to fence off a small area and install some bait boxes once a trial run is proved to be safe and effective.</p>		
EST/2021/064	<p>To consider and agree the Estates financial report for February 2021.</p> <p>Sage II is still being tweaked to eliminate items not related to the Estates Committee.</p>		

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	of business on the grounds that they involve the likely disclosure of confidential and exempt information.’		
	It was RESOLVED to move to confidential.		

Due to the confidential nature of the next business it was RESOLVED to go into Committee. Please see separate page.

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