

MINUTES of the **Properties Committee** Meeting held on Thursday 14 May 2015 at 6.00 p.m. in the Shire House Suite, Shire House, Bodmin.

PRESENT: Chairman, Councillor L G J Kennedy presiding; together with Councillors, A J Coppin, J Gammon, S J Horne, J M Lyne, R Solomons, S R Stephens and K W Stubbs. Councillors J R Gibbs, A J Green, S H Kinsman, P L G Skea and C J M Wilkes (to Item PP/2015/43) also attended but did not vote, not being Members of this Committee.

IN ATTENDANCE: Paul O'Callaghan (Town Clerk), Stephen Facer (Deputy Chief Executive), Carolyn May (Senior Projects Officer) (to Item PP/2015/44) and David Kinnair (Committee and Cemeteries Officer).

CHAIRMAN'S ANNOUNCEMENTS AND APOLOGIES:

There were no announcements and apologies were received from Councillor A M Kerridge.

PP/2015/37 Presentation by Peter Fitzgerald OBE and Keith Wade-Bull updating on the Bodmin to Wadebridge proposal for a railway alongside the Camel Trail – Trailway

Mr Fitzgerald provided an overview of the proposal from the Bodmin and Wenford Railway for a Trailway alongside the Camel Trail, which would restore the railway link between Wadebridge and Bodmin using the original trackbed that was closed in 1967. Mr Fitzgerald believed that this would reawaken the historic importance and significance of the Bodmin and Wadebridge Railway and would complete negotiations with Cornwall Council in providing a community rail service on the Bodmin and Wenford railway's existing lines.

Mr Fitzgerald commented that the new railway would achieve an increased access to the Camel Valley and the Camel Trail for more people, especially the infirm, less able, the young and non-cyclists, which would in turn generate a significant increase in tourism and offer an extended year round, all weather venue that appeals across all ages. Mr Fitzgerald believed that this would create more employment opportunities in Bodmin and Wadebridge, reduce road congestion and improve air quality.

Mr Fitzgerald reported that so far, the group had:-

- Created an overall plan;
- Prepared the engineering feasibility study for the first stage to Nanstallon; and;
- Raised tender documentation to commission an outline business case

However, Mr Fitzgerald stated that there were still an awful lot to do, which included:-

- Preparation of a full business case;
- Detailed Engineering design;
- Environmental study and impact assessment;
- Public Consultation and liaison with stakeholders
- Obtain Transport and Works Act Order; and,
- Funding submissions to raise capital from available sources.

In response to a query from Councillor C J M Wilkes, Mr Fitzgerald advised that operating costs were being sourced from the LEP and that Cornwall Council had shown an interest too, but that with the outstanding work as detailed, the project would take some 4 years before any commencement of work could take place.

The DCE advised Mr Fitzgerald that the Town Council had previously supported

this project on an in principle basis subject to further detail being available to ameliorate concerns regarding 'pinch points' and the potential erosion to the visitor experience and to other users of the Camel Trail.

Mr Fitzgerald responded to the query from the DCE that there would be no erosion to walkers and cyclists on the Camel Trail but that there were 'pinch-points' along the trailway that would need overcoming with detailed engineering design.

Mr Fitzgerald requested if he could provide the Council with an annual update at one of BTC's Council or Committee Meetings, which the Members were amenable to.

The Chairman thanked Messrs Fitzgerald and Wade-Bull for their attendance and presentation and they left the meeting at 6.35 p.m.

PP/2015/38

Public Representation Session

Sarah and David Cowan, the owners of Stable Art, were in attendance and queried whether they could be considered as a potential bidder for the public toilet block next to the public rooms. Mr and Mrs Cowan confirmed that they had set the Stable Art business up 8 years ago and extended it 3 years ago. They planned to use the toilets as a gallery and would also take over the responsibility of the wall adjacent to their gallery as this was in a state of disrepair. Their plans extended to the fact that if they obtained the toilets and fixed the wall this would improve the parking in the area and would dramatically improve the aesthetic surround.

The DCE responded to advise that there were ongoing contractual negotiations with the potential purchaser of the Public Rooms and that the toilet block had been included as part of the sale, but that if those negotiations fell through then Mr and Mrs Cowan would then be approached. The DCE further reported that a structural survey has been completed as part of the sale negotiations, which included the wall and that this was part of the ongoing contract discussions that were taking place.

The Town Clerk responded to a question regarding timescales to advise that a completion deadline of 30 September 2015 was put in place by the Town Council.

The Mayor, Councillor A J Coppin thanked Mr and Mrs Cowan for attending and remarked that he was very impressed with Stable Art and that if the previously referred to negotiations do stall, he would personally support their bid for the toilet block as their proposals would improve the area.

Mr and Mrs Cowan thanked the Members present and left the meeting at 6.45 p.m.

PP/2015/39

Declarations of Interest – Members to declare interests in respect of any item on the agenda

There were no declarations of interest made.

PP/2015/40

Minutes of the Properties Committee Meeting held on Thursday 26 March 2015

These minutes had been through Council and were acknowledged as a true record.

Matters arising:

Page 2 – PP/2015/24 – Page 5 – PP/2015/08 – BBQ Event Priory Park – June 2015 - The DCE reported that this event had been cancelled as the organisers were not successful with their grant funding application.

Page 2 – PP/2015/24 - Page 9 – PP/2015/15 – St. Lawrence's Churchyard - Councillor A J Coppin confirmed that the St Lawrence's Trustees meeting notes would be made available at a future Properties Committee meeting.

Page 5 – PP/2015/30 – World War 1 & 2 memorial benches – The DCE reported that the SPO had acquired a draft of the WWII bench panel relief from David Ogilvie which looks brilliant and will significantly enhance the WW1 bench for Priory Park in the area of the War Memorial. This draft was tabled at the meeting and greeted with unanimous approval by the Members present.

PP/2015/41

Correspondence:

- a) **Email from Mr Jonathan Hancock regarding the proposed grant to Bodmin Town Football Club** – a copy of Mr Hancock's email along with a draft copy of the Chairman's reply was tabled at the Meeting and was **AGREED** as set out.
- b) **Email from Mr Adrian Hex regarding mobile Fish and Chip signs at Fair Park** – a copy of Mr Hex's email was tabled at the meeting and it was **AGREED** to **RECOMMEND** that the fee and booking system used for the Mount Folly be used for businesses that want to erect advertising signs at the Fair Park or any other area of Council owned property.
- c) **Email from Mr Colin Bell detailing a list of queries for the Properties Committee** – a copy of Mr Bell's email was tabled at the meeting and it was **AGREED** to **RECOMMEND** replying to the points raised as follows:-
 - **Item 1** – Pass to the Conservation Officer at Cornwall Council as BTC will not be refurbishing this relief stone;
 - **Item 2** – Prepare a report for the Promotions Committee scheduled for 9 July 2015;
 - **Item 3** – DCE to prepare response;
 - **Item 4** - Town Clerk to prepare a response;
 - **Item 5** - Prepare a report for the Promotions Committee scheduled for 9 July 2015;
 - **Item 6** – Confidential Minutes PP/2015/51 refers;
 - **Item 7** – DCE to prepare response. Noted that trees had been planted at Poors Field and Berryfields;
 - **Item 8** – DCE to prepare. Noted that this work was on hold due to availability of staff and topography of site; and,
 - **Item 9** – the DCE confirmed previous reply and would send a copy to Mr Bell.
- d) **Email from Ms Gill Casey regarding the price increase at Priory 2 car park** – a copy of Ms Casey's email was tabled at the Meeting and it was **AGREED** to **RECOMMEND** that her request for Slimming World members being permitted to collect a short stay ticket at the bottom of the car park, which they could use in the long stay area, be refused. It was requested that in the Officer's reply to Ms Casey it could be pointed out that BTC has frozen car parking fees for the past 4 years and that the fee of £1.50 per day was extremely competitive compared to any other part of the county.
- e) **Letter from Mr E C Bullen regarding the poor condition of Priory Park** – a copy of the letter from Mr Bullen was tabled at the Meeting and it was **AGREED** to **RECOMMEND** that the DCE should reply to the points

raised, in particular detailing the fact that the cut through access in the Priory Meadow to assist dog walkers, cost in the region of £500.00 and not the thousands of pounds purported by Mr Bullen.

- f) **Email from the Bodmin Town Museum Committee regarding a selection of artefacts in storage for disposal** - a copy of the email from Bodmin Town Museum Committee detailing items in storage earmarked for disposal along with an inventory and photographs of said items was tabled at the meeting and it was **AGREED** to **RECOMMEND** the endorsement of the rationalisation of items to the Museum and the disposal of the stored items in line with the Museum's acquisitions strategy.
- g) **BTFC Fence – Planning Application** - The DCE advised that Mr James Chapman has now provided copy paperwork in connection with both the Planning Application for the 2.4 metre high fence and the Football Stadia Improvement Fund grant application.

The Planning application for the fence has been submitted and the application fee of £195.00 has been paid by BTC with that cost being met from the allocated £40k. At the current time a full measured survey of the site has not been required by the Planners and the in-house site plan which the DCE prepared has been sufficient to satisfy registration of the application as the original sketch plan provided by the Club did not meet with planning registration requirements.

The Planning application reference number for this fence is PA15/03203 and the Case Officer is Samantha Hewitt. The DCE was also aware that there has been contact by Cornwall Council and the Police regarding control of the grounds on special match days such as Leeds Utd etc and that there will be some work between the Club and the two authorities to assess capacity of the grounds and event management for big matches where spectator numbers are over and above routine league matches.

The Committee noted this information.

- h) **Any item of correspondence that the Chairman considers appropriate** - there were no other items of correspondence.

PP/2015/42

Priory Park Tree Replanting

A report from the SPO detailing the costs and types of replacement trees along with tree guards was circulated with the Agenda. This report also included the detailed quote from David Ogilvie regarding the WWII bench. (PP/2015/40 refers)

The Members considered that the tree guards appeared to be expensive but that taking the cost over the lifespan of the guards it was considered a worthwhile investment as it afforded protection to these trees, which would otherwise be at the total mercy of urban park life.

Following discussion, it was **AGREED** to **RECOMMEND** that the DCE and SPO be given delegated authority to implement the proposed plan for the replacement trees at a cost of £2,043.00 plus VAT, along with the purchase of seven tree guards at a cost of £400.00 plus VAT each, along with a carriage fee of £250.00.

It was further **AGREED** to **RECOMMEND** the purchase of the WWII bench from David Ogilvie at a cost of £800.00 plus VAT with a carriage fee of £95.00.

PP/2015/43

Rolling Programme of Play Area Improvements

The SPO updated the Committee on the rolling programme of play area improvements, which was ongoing due to the lack of staff and the age of some of the machinery being used, some of which was now reaching end of life.

The Chairman thanked the SPO for her work, which was reiterated by Councillor A J Coppin, whom had received congratulatory comments from members of the public for the newly installed Fair Park play equipment.

The DCE reminded the Committee and SPO that there was currently a 'root and branch' review of the parks department, which included all the machinery being used and that following this report, an overview of machinery used and required into the future may be prepared for Estimates in January 2016, but in the meantime the existing vehicles and plant would have to continue which was reflected in the rise of the 2015/16 equipment maintenance budget.

PP/2015/44

Beacon Local Nature Reserve – to include:

a) Bodmin Beacon Management Advisory Minutes dated 1 April 2015

These Minutes were circulated with the Agenda and were noted.

The Chairman requested that a review of the Council's input into this Group should be discussed at the Adjourned Council Meeting, scheduled for 28 May 2015, when representatives will be assigned to sit on this Committee.

PP/2015/45

Bodmin ShopMobility

Councillor P L G Skea provided a comprehensive update of the shopmobility project in Bodmin, which had unfortunately not attracted the numbers of people and support that both he and Mr Richard Brown were hoping for.

Councillor Skea confirmed that he was prepared to undertake one more attempt, both in Bodmin and other locations to try and get new members joining the group and hoped that Members would support his endeavours.

Councillor Skea commented that he would concentrate his efforts in Bodmin in conjunction with the proposed shared space scheme, to ensure that drop kerbs, for example, would be detailed in any forward planning.

The Chairman and Members thanked Councillor Skea for the excellent work that he is doing and confirmed that they would support his further endeavours.

PP/2015/46

Mount Folly Rising Bollard

The DCE advised that the Mount Folly bollard has been very professionally installed and the transmitter fobs were handed over to the Council on 24 April. Fobs have so far been issued to the Shire Hall team and the Duchy Chiropractic Clinic. With regards the latter fob the DCE was yet to write to confirm the terms and conditions for use but had talked through the detail with Liz Scanes who is supportive of restricting access and not attracting further parking in the area of the Mount Folly.

Further transmitters will be issued to the Parks grounds maintenance teams and Officers are in discussion with the Fire Service, Police and Ambulance teams regarding whether it is prudent to issue a fob to each emergency service or to have a security box on site which can be accessed via code so that any first responders can access the site. This latter option would however require a member of staff to regularly check that the transmitter is in situ and operates the

bollard.

The DCE confirmed that work completed on budget at £10,623.44 plus VAT (£12,748.13) in budget and we are proceeding with the Gold maintenance plan (£645.00 plus VAT) as previously agreed.

Councillor R Solomons commented on the excellent standard of the work and that it was good to see the area traffic free.

PP/2015/47

Non-precept orientated income opportunities

Councillor S J Horne had requested this Agenda item as she believed that there were opportunities for said income from areas like the Priory Park and Scarletts Well, where franchised kiosks could be operated along with the toilet facilities already in existence.

Councillor Horne appreciated that costs would need to be considered and drawn up and it was **AGREED** that these suggestions could be revisited at both the Properties and Promotions Committee's.

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