

SALTASH TOWN COUNCIL

Minutes of the Station Property Sub-Committee held at The Guildhall on Monday 29th July 2019 at 3:00 p.m.

PRESENT: Councillors: R Bickford – Chairman, J Dent, W Phillips – Vice Chairman, P Samuels, D Yates.

ALSO, PRESENT: R Lane – Town Clerk, S Emmett – Finance Officer, D Joyce – Administration Officer.

APOLOGIES: Councillors: G Challen, J Peggs, J Rance

HEALTH AND SAFETY ANNOUNCEMENTS

The Chairman informed those present of the actions required in the event of a fire or emergency.

38/19/20 **RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

None.

39/19/20 **DECLARATIONS OF INTEREST**

- a. Declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. Declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.
- c. Dispensations required.

40/19/20 **QUESTIONS FROM THE PUBLIC**

None.

41/19/20 **TO CONSIDER RISK MANAGEMENT REPORTS AS MAY BE RECEIVED.**

None.

42/19/20 **FINANCE**

- a. To receive a Budget Update

It was **RESOLVED** to note.

The Finance Officer informed members insurance had been increased on a six month extension until 5th February 2020 to cover works up to £650,000.

It was **RESOLVED** to note.

- b. Update on further funding.
 - i. Transforming Cities Fund – TCF tranche 2.

No report.

- ii. Real Ideas Organisation (RIO) ERDF Bid.

The Chairman informed members the ERDF bid is still awaiting decision.

It was **RESOLVED** to note

- c. To consider any alterations to the Phase 1 and 2 budget allocation.

The Chairman notified members of previously unidentified additional work required to the building.

It was **RECOMMENDED** to reallocate if necessary, the use of Phase 2 budget to supplement the completion of Phase 1 once costs are established by Cormac Ltd this will be as a last resort and would result in a reviewed scope for phase 2.

43/19/20 **PHASE 1**

- a. To receive an update on the works.

The Chairman informed members that Cormac Ltd reported the work is 31% complete however they have confirmed delays which have occurred due to planning permission delays and the roof joists are more damaged than expected.

The Chairman updated members regarding the windows which once ordered will be delivered in 11-12 weeks, this however allows time for the roof issues to be resolved.

The Chairman advised slight additional costs are being accrued due to the site needing to retain a Site Manager and facilities for security and health and safety reasons. The Chairman added that power and water has since been reconnected to the site which is now saving money and since additional perimeter boards have been erected around the site security has increased.

The Chairman advised members that the Bailey Partnership are looking into the funds which have already been committed and the Chairman assured members he is committed to liaising with funders.

- b. To receive an update on draw down of funding.

No report.

44/19/20 **PHASE 2**

- a. To consider Phase 2 costs.

It was **RESOLVED** to note awaiting quotes from Cormac.

- b. To consider GWR funding agreement for Phase 2 grant.

It was **RESOLVED** to accept GWR's funding agreement.

45/19/20 **TO RECEIVE AN UPDATE ON STREET LIGHTING**

Nothing to report.

46/19/20 **TO CONSIDER THE APPROACH ROAD AND BUILDING NAMES**

It was **RESOLVED** to remove this agenda item as approved previously as Station Approach and Isambard House.

47/19/20 **TO CONSIDER OPTIONS FOR THE MANAGEMENT OF THE WAITING ROOM/CAFÉ**

The Chairman informed members the expression of interest notice had been advertised.

It was **RESOLVED** to note.

48/19/20 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, it was **RESOLVED** that the public and press leave the meeting because of the confidential nature of the business to be transacted.

49/19/20 **TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

50/19/20 **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was **RESOLVED** that the public and press be re-admitted to the meeting.

51/19/20 **URGENT NON-FINANCIAL ITEMS AT THE DISCRETION OF THE CHAIRMAN**

None.

52/19/20 **PRESS AND SOCIAL MEDIA RELEASES**

None.

53/19/20 **DATE OF NEXT MEETING**

To be confirmed.

Rising at: 16:21

Signed: _____
Chairman

Dated: _____

DRAFT