

**REDRUTH TOWN
COUNCIL**



**CONSEL AN DRE
RESRUDH**

Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT
Tel No: 01209-210038 e-mail: admin@redruth-tc.gov.uk

Town Mayor: Cllr M J Brown

Town Clerk: P B Bennett

See Distribution

Our Reference:
RTC/460/2/Mtg
Date:
4th January 2023

Dear Councillor

Operations Committee Meeting – 9th January 2023

You are summoned to attend a Meeting of the Redruth Town Council Operations Committee to be held in the Langman Room, Redruth Civic Centre on Monday 9th January 2023 commencing at 7pm.

The Agenda and associated papers are enclosed for your reference and information.

Yours sincerely

A handwritten signature in black ink, appearing to read 'PB', with a long horizontal line extending to the right.

Peter Bennett
Town Clerk

Enclosures:

Agenda and associated documentation.

Distribution:

Action:

Cllr Barnes
Cllr A Biscoe
Cllr H Biscoe
Cllr Broad
Cllr Brown
Cllr Collins
Cllr Craze
Cllr Garrick
Cllr McEvoy
Cllr Reeve
Cllr Thomas
Cllr Tremayne

Information:

All other Councillors
Cornwall Council Members
Press & Public

Redruth Town Council
Operations Committee Meeting – 9th January 2023

AGENDA

PART I – PUBLIC SESSION

1. To receive apologies for absence.
2. Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda.
3. *To suspend Standing Orders to allow the public to speak.*
4. To allow the public to put questions to the Council on any item on this agenda.
5. *To reinstate Standing Orders.*
6. To confirm the Minutes of the Meeting of the Operations Committee held on 7th November 2022 [Minutes attached].
7. Clerk's Report [schedule attached].
8. To receive correspondence [none at time of publication].
9. To receive a report on the work of the Facilities Department [report attached].



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Town Mayor: Cllr M J Brown

Town Clerk: P B Bennett

Minutes of a Meeting of the Redruth Town Council Operations Committee held at Redruth Civic Centre, Alma Place, Redruth on Monday 7th November 2022

Present: Cllr A Biscoe Chair
Cllr S Barnes
Cllr H Biscoe
Cllr P Broad
Cllr M Brown
Cllr L Collins
Cllr B Craze
Cllr C Garrick
Cllr D Reeve
Cllr I Thomas

In attendance: Ms A Hunt Operations Officer
Miss S White Engagement Officer
Ms C Coomber Administration Assistant
Cllr C Skinner

PART I - PUBLIC SESSION

1495.1 To receive apologies for absence

Apologies were received from Cllr Tremayne (family commitments), Cllr McEvoy (other commitments) and Mr C Strugnell (unwell).

1495.2 Members to declare any disclosable pecuniary interests or non-registerable interests (including details thereof) in respect of any item(s) on this Agenda.

None were declared.

1495.3 To confirm the Minutes of the Meeting of the Operations Committee held on 5th September 2022

1495.3.1 RESOLVED by Majority to accept the Minutes of the Meeting of the Operations Committee held on 5th September 2022 as a true and accurate record of proceedings. [Proposed Cllr Biscoe; Seconded Cllr Brown]. Cllrs Reeve, Broad and Garrick abstained.

1495.4 Clerk's Report

A report had been circulated prior to the meeting. Removal of the metal grille on the Civic Centre had resulted in a very expensive quote, so more quotations were being sourced. New Cut Public Conveniences had been closed since ceasing the contract with the previous contractor. A new contractor had been identified, and a contract was being drawn up. As soon as this was finalised, a deep clean of New Cut Public Conveniences would take place, and they would then be reopened. The Facilities Supervisor had been cleaning the public conveniences in Market Way in the interim to ensure that a facility was

available to the public. It was intended that these toilets would remain open. The Skate Park interim pathway had been installed, but the Operations Officer confirmed that there was a project underway to look at the specification for a more permanent alternative solution. Cllr Reeve advised the meeting that Tamsin Daniel should be consulted about the telephone box which had been adopted by the Town Council, as the work would need to be completed by the end of March 2023. Cllr Reeve advised that the possible pathway contractor whose information she had provided had not been contacted. The Operations Officer would raise this with the Town Clerk. The report was noted.

1495.5 To receive correspondence

No correspondence had been received.

1495.6 To receive a report on the work of the Facilities Department

A report had been circulated prior to the meeting. Cllr Reeve asked when the vandalised noticeboards previously located in St Rumon's Gardens would be replaced. The Operations Officer confirmed that the damaged boards were beyond repair, but that replacement options were being considered. The report was noted.

1495.6.1 Unanimously RESOLVED to investigate the Market Way unit which was not regularly occupied and appeared to be used as storage. [Proposed Cllr M Brown; Seconded Cllr D Reeve]

1495.7 To consider the Operations Committee budget for Financial Year 2023-24 and to make recommendations to the Finance Committee

Members were given an opportunity to raise any questions regarding the Operations Budget for the Financial year 2023-24. Cllr Barnes asked if it would be cheaper to buy the photocopier outright rather than on a loan basis. The Operations Officer agreed to refer this question to the Town Clerk. Cllr Brown questioned running costs for The Chambers and noted that the rent was very reasonable. The Operations Officer confirmed that this would be reviewed as and when it was possible to do so.

1495.7.2 Unanimously RESOLVED that the budget for the Operations Committee for the Financial Year 2023-24 be forwarded to the Finance Committee as presented. [Proposed Cllr H Biscoe; Seconded Cllr Barnes]

Chairman

Redruth Town Council
Clerk's Report – Operations Committee
Meeting Date: 9th January 2023

Min No	Item	Action	Response
1477.4	Strawberry Fields		Nothing further heard from Cornwall Council
1455.4	Adoption of former red telephone kiosk outside the London Inn		BT authorised to undertake necessary work as part of agreement
1477.8	Possible devolution of Treskerby Playing Field to the Town Council		Town Clerk awaiting meeting proposed by C Cllr Donnithorne
1477.6.1	Possible repositioning of flagpole on Redruth Civic Centre		Enquiries to be made into Listed Building Consent once work permitted under recent application to remove 'Kressen Kernow' sign has been completed
1486.7.1	Units 11 & 12, Market Way		Space now being used by Engagement Team. Lease for pop-up space awaiting approval
1486.9.1	East End Playing Playing Field		Quote from landscape architects for redesign of pathway approved. Site visit imminent.

REDRUTH TOWN COUNCIL

REPORT FOR: Operations Committee Meeting January 2023

SUBJECT OF REPORT: Summary of Facilities Department progress

SUMMARY OF IMPLICATIONS

- | | | | |
|----|-----------|---|----|
| a. | Policy | - | No |
| b. | Financial | - | No |
| c. | Legal | - | No |

TERMS OF REFERENCE

To report upon the responsibilities within the Facilities Department.

REPORT

1. Redruth Civic Centre

The Facilities Team continues to do daily inspections and weekly fire alarm tests. The removal of the Kressen Kernow sign is ongoing.

2. The Chambers

The Facilities Team will continue to do regular inspections and weekly fire alarm tests until instructed otherwise. Regular cleaning of the interior/exterior of The Chambers continues.

The small office space next to the kitchen on the top floor has been furnished, the carpet has been cleaned and the office is now ready for use.

Water ingress is still an issue within the large office on the top floor. The Facilities Team have inspected the loft space and you can see the water on the interior wall on wet days. This has now caused issues with mould in the office. Discussions are ongoing with the Town Clerk/Operations Officer for the best way forward.

3. Clock Tower

Regular inspections of the tower interior are being carried out by the Facilities Team.

Damp green algae on one wall has failed to dry out on the second floor of the tower. The other floors seem dry apart from a few areas of algae and paint flaking off the walls.

Mr Electric will be looking in to reports of issues with the electrics within the Clock Tower.

Enquiries into removal of the flagpole are ongoing.

4. Market Way and Market Hall

The Facilities Team continues with regular maintenance and weekly cleaning of Market Hall.

Preparation of Market Hall for markets continues.

The team are currently painting/maintaining shop fronts on wet days.

Removal of the arrows in Market Hall is completed.

Market Way toilets are now being cleaned six days a week and are open to the public.

The Facilities Team supplied foliage for the Christmas decoration of Market Hall.

Jewell Construction have erected the fire exit on the Market Hall/Buttermarket boundary. This will stay in place until the work in this area is completed. A fire alarm drill will be completed for the unit holders.

5. Redruth Town Festivals and Markets

The Facilities Team continues to assist with distribution of monthly market signage in addition to the preparation of Market Hall.

6. Town Centre

The Facilities Supervisor is awaiting any price increase for next year's floral display. Unfortunately Austin, who has been watering/maintaining the floral displays for the last couple of years, has decided to not carry on after a tough year with the weather and staffing problems. Contact has been made with Millennium Plants regarding this as they helped in finding the replacement previously. It was not an easy task finding a suitable replacement. We are unable to take the watering inhouse on the scale that the Council requires.

Maintenance/painting of Town Council owned street furniture and Crowns will commence in the new year.

The Facilities Team are receiving fewer reports from the public regarding ASB and are finding less offensive graffiti/vandalism around Redruth. Liaison with representatives of local schools and police is ongoing.

7. New Cut Car Park & Public Conveniences

AGK Cleaning has started cleaning both sets of public toilets. We now have two sets of public toilets open to the public six days a week.

8. Public Realm at Brewery Site

Maintenance of green spaces continues. There has been a decrease in ASB at this site. Damage to a Cornwall Council-owned fence has still not been repaired. Liaison takes place with representatives of Kresen Kernow, Cornwall Council, local schools and police to appraise the situation on a regular basis.

The derelict buildings around the site are getting worse and safety concerns have been forwarded to Kresen Kernow/Cornwall Council.

9. St Rumon's Garden

The Gardens are open and regularly maintained by the team. The Facilities Supervisor has noticed that this area is continuing to be used more by local people and visitors to the town. A remembrance rose called 'Elizabeth' has been planted by the Facilities Team in the garden and a plaque will follow at a later date. Maintenance of the doors and iron railings will commence in the new year.

10. Play Areas/Skate Park

Routine play area surveys are completed regularly. Cleaning and maintenance work are carried out as required.

Work on all safety surfaces at both play areas will commence in Mid-January 2023, weather permitting.

The Facilities Supervisor is visiting Cornwall Concrete to discuss options for more substantial barriers for our sites.

The Facilities Team continues to do daily inspections, litter pick the skatepark and empty bins. There have been very few issues with litter.

The Operations Officer has met with the Skatepark Project Manager to clarify responsibilities and discuss outstanding areas of concern. As a result, the Engagement Officer has been asked to act as the liaison point between the Town Council and Skatepark Association, and to work with the Skatepark Project Manager to progress those issues identified in her previous reports to Councillors, most pressingly the lack of a permanent pathway and the absence of effective signage. It is also hoped that having a named contact point will assist in development of new ideas and the progression of the Skatepark as a positive asset for the community.

We are currently waiting on a date for the tree work to commence at Gwealan Tops.

Goalposts have been erected in the position agreed by the Committee.

We have very few issues at this site.

11. Allotments

The new fence at Parc An Mengleth is regularly inspected by the Facilities Team.

12. LMP & Green Spaces

Contracted second cuts have been completed.

13. Facilities Department

The Facilities Team continues to work in a safe and responsible way, whilst maintaining our areas to a high standard. The team have been very busy trying to keep on top of everything for a small team and increasing workload I cannot praise their commitment enough.

The team are still receiving negative comments from the public.

14. Health and Safety

Reviews of PPE provision and training needs are ongoing.

15. **RECOMMENDATIONS**

It is recommended the report be noted and approval granted for corresponding works & purchases.

Chris Strugnell
Facilities Supervisor