



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

Town Mayor: Cllr R S Barnes

Town Clerk: C Caldwell

See Distribution

Our Reference:
RTC/Ops Com
Date:
26th February 2025

Dear Councillor

Operations Committee Meeting – 3rd March 2025

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 3rd March 2025 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 'C. Caldwell', followed by a long horizontal flourish.

Charlotte Caldwell
Town Clerk

Enclosures:

Agenda and associated documentation.

Distribution:

Action:

Cllr Barnes
Cllr A Biscoe
Cllr H Biscoe
Cllr Broad
Cllr Brown
Cllr Craze
Cllr Ellenbroek
Cllr Garrick
Cllr Major
Cllr Reeve
Cllr Skinner
Cllr Thomas
Cllr Tremayne

Information:

All other Councillors
Cornwall Council Members
Press & Public

Redruth Town Council
Operations Committee Meeting – 3rd March 2025

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. Public participation session - to enable the public to put questions to the Council relating to any items on the agenda.
4. To receive a short presentation by Ann Szoka, Michelle Brown and Mary Goodridge on the Community Mining Project Wall Hanging.
5. To confirm the Minutes of the Meeting of the Operations Committee held on 2nd December 2024. [Minutes attached]
6. To receive a report from the Operations Officer. [verbal report]
7. To receive a report on the work of the Facilities Team. [report attached]
8. To consider Phase 2 of the Redruth Skatepark project. [verbal report]



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Town Mayor: Cllr R S Barnes

Town Clerk: Ms C Caldwell

Minutes of a Meeting of the Redruth Town Council Operations Committee held at Redruth Civic Centre, Alma Place, Redruth on Monday 2nd December 2024

Present:	Cllr W Tremayne	Chair
	Cllr S Barnes	
	Cllr A Biscoe	
	Cllr H Biscoe	
	Cllr P Broad	
	Cllr M Brown	
	Cllr B Ellenbroek	
	Cllr C Garrick	
	Cllr R Major	
	Cllr D Reeve	
	Cllr I Thomas	
In attendance:	Ms A Hunt	Operations Officer
	Mrs J Pelham-Wales	Administration Assistant
	Ms C Caldwell	Town Clerk
	Mr C Strugnell	Facilities Manager

PART I - PUBLIC SESSION

1602.1 To receive apologies for absence

Apologies were received from Cllrs Craze and Skinner.

1602.2 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.

1602.3 Public participation session – to enable the public to put questions to the Council relating to any items on the agenda

No members of the public were present.

1602.4 To confirm the Minutes of the Meeting of the Operations Committee held on 2nd September 2024

1602.4.1 RESOLVED by Majority to accept the Minutes of the Meeting of the Operations Committee held on 2nd September 2024 as a true and accurate record of proceedings [Proposed Cllr Tremayne; Seconded Cllr Thomas]. Cllr Garrick abstained as he had not been present at the meeting.

1602.5 To receive correspondence

Councillors were advised of a consultation in relation to hedgerow management. Cllrs Barnes and A Biscoe asked for the link to the consultation to be sent to them directly.

An update from Forest for Cornwall had also been circulated prior to the meeting. This included notification of an event in Market Way and the Civic Centre on 15th February 2025 when free saplings would be given away. Further information would be provided to Members nearer to the time.

1602.6 To receive a report from the Operations Officer

A report had been circulated prior to the meeting. The Operations Officer reported that since the last meeting the Facilities Team had been joined by an additional Facilities Technician, who was already proving himself to be a great asset to the team. She went on to say that Facilities Team continued to be exceptionally busy, and that the Facilities Manager was doing a great job balancing the amount of work that was continuing to come in. At this point the Councillors all thanked the Facilities Manager for his hard work and dedication. Both the Operations Officer and the Councillors also thanked the Facilities Team for their efforts over the past year.

The Operations Team had undertaken a teambuilding and factfinding visit to West Cornwall, including visits to a number of sites and activities in St Just and Penzance. The visit had been very productive, with new ideas and enthusiasm brought back to Redruth. These ideas and learning points had been shared with the other Town Council teams.

The Operations Officer gave further updates in relation to The Buttermarket, liaison with education providers, Redruth Civic Centre opening hours, Strawberry Fields, the Town Council's public conveniences and Treskerby Playing Field. Finally, she asked Councillors to advise of their general availability in order that a new, quarterly rota could be compiled for Meet Your Councillor events.

The report was noted.

1602.7. To receive a report on the work of the Facilities Team

A report had been circulated prior to the meeting. The Facilities Manager reported that the team had been extremely busy with the building of Santa's Grotto at the Community Centre. It was agreed that the team had done an amazing job and Cllr Thomas thanked them for all they had done in relation to the grotto. The Facilities Manager went on to say that the team was also very busy with routine tasking, such as maintenance of footpaths and the public conveniences.

The Facilities Manager reported that he and the Town Clerk had visited Truro, where they had been among the first people to be shown the work on the new clock tower. Whilst in Truro, the Facilities Manager had made some useful contacts and had also viewed the stage used for events. Truro City Council had advised that they would be happy for Redruth to use the stage and would assist in the setting up and taking down. The Facilities Manager stated that it had been a visit from which he had gained a lot.

It was suggested that the Facilities Manager speak to Falmouth Town Council regarding the use of their Tree Map app.

1602.7.1 Unanimously RESOLVED to note the report and approve corresponding works and purchases [Proposed Cllr Tremayne; Seconded Cllr Reeve].

1602.8 To consider the current condition of Tolgus Roundabout

This matter had been raised at the most recent meeting of the Full Council. It was agreed that the roundabout was an important gateway to the town and Kresen Kernow, and that its current condition was not acceptable. There were also concerns around localised flooding and safety of road users.

1602.8.1 Unanimously RESOLVED that the Town Clerk write to Cornwall Cllr Donnithorne to raise the matter and request accident data, licence information for working on the roundabout and safety standards [Proposed Cllr Barnes; Seconded Cllr Thomas].

1602.9 To consider the Operations Committee budget for Financial Year 2025-26 and to make recommendations to the Finance Committee

The proposed budget had been circulated to all members prior to the meeting. There were questions raised by members, which were answered by the Operations Officer and the Responsible Finance Officer.

1602.9.1 Unanimously RESOLVED that the budget for the Operations Committee for the Financial Year 2025-26 be forwarded to the Finance Committee as presented [Proposed Cllr Barnes; Seconded Cllr A Biscoe].

PART II – PRIVATE SESSION – Exclusion of the Press and Public

1602.10 The Council is invited to pass the following resolution:- That pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting for the following item of business; by reason of the confidential nature of the business to be transacted [Proposed Cllr Barnes; Seconded Cllr A Biscoe]

1602.11 To receive a verbal report on the subject of the Clocktower

The Town Clerk gave a verbal report about the Clocktower.

1602.11.1 Unanimously RESOLVED to instruct a Conservation accredited architect and party wall surveyor [Proposed Cllr H Biscoe; Seconded Cllr Tremayne].

Chair

SUBJECT OF REPORT: Summary of Facilities Team 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

Ongoing building maintenance continues.

The mansafe system inspection has been completed. The current access to guttering around Market Hall does not follow the new regulations. Facilities Manager has requested a design for a new access point. Once this has been completed, we can investigate repairing the leaks around the Market Hall.

Legionella risk assessments have been completed for the site. Work highlighted from the assessment has been completed and monthly monitoring will start in March 2025.

2. The Chambers

Regular inspections and weekly fire alarm test are carried out.

Legionella risk assessments have been completed. Work highlighted in the assessment has also been completed.

3. Clock Tower

An update has been provided by the Town Clerk in Part 2 of the recent Full Council meeting. The Council have appointed CAD Heritage architects to undertake work and to produce specifications and drawings, a cost consultant has also been appointed. Following their work, the scaffolding will be struck accordingly.

4. Market Way and Market Hall

Cleaning and maintenance of the site continues.

Failing guttering around Market Hall is causing water ingress issues to Market Hall/office and a couple of units.

Ongoing ASB in the public convenience. We are also unblocking the toilets weekly. All sets of toilets are old and in need of updating. I believe this is one of the main reasons we are experiencing these issues.

Legionella risk assessments have been completed. Work highlighted from the report has been completed.

An increase in pigeon activity in Market Hall has created ongoing cleaning issues.

The Facilities Manager has contacted the pest control company and is currently awaiting a quote for options to deal with the issues.

Market Way Café have been booked in for the EICR electrical testing and PAT testing.

Work preparing unit 5/6 for the Banking Hub is ongoing which will be very positive for the town.

5. Redruth Town Festivals and Markets

The Facilities Team continue to assist with the distribution of monthly market signage in addition to the preparation of Market Hall. The Facilities teams are assisting with the set-up of St Pirans festival.

6. Town Centre

Street furniture continues to be cleaned on a regular basis.

Graffiti and general ASB has increased on all sites around Redruth.

Fly tipping from local business continues in the parking area at St Rumons. Photos of addresses have been taken and forwarded to the relevant department at Cornwall Council. Community planters will start appearing on various sites over the next few weeks.

Cleaning of the Miner statue has been completed ready for the town's festival.

7. New Cut Car Park & Public Conveniences

The facility is now open 6 days a week 7.30am-4.30pm.

Ongoing maintenance issues with the facility continue.

The facility is checked daily.

Regular visits by the facilities team to unblock toilets due to age of the facility.

Issues with graffiti and ASB on site.

Legionella risk assessments have been completed. Work highlighted has been completed. Painting over graffiti and fixing soap dispensers is ongoing and the facility will be reopened before the towns' festival.

Restart discussions on the refurbishment of all public conveniences within the town.

8. Public Realm at Brewery Site

Maintenance of green spaces continues.

Facilities regularly have to clean up glass and graffiti from the site on our daily inspections. Reports of ASB and deterioration of surrounding buildings continue to be reported to Kresen Kernow/Cornwall council.

9. Play Areas/Skate Park

Routine Play Area Surveys are completed regularly. Cleaning and maintenance work are carried out as required. Facilities Manager is looking into options for the basketball hoop.

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

Still having issues with parking across the main gate of east end by general public.

Still waiting for Cormac to plant and maintain 1200 bare root native mix of trees/shrubs. These will go in various areas around the perimeter of the field.

Development of green spaces wildflower beds continues at East End.

ROSPA play area inspections for all sites will be completed in April.

Resilient Orchards have held two community planting sessions assisted by the Facilities Team. One with the children from Pennoweth School and the other with the local community.

We also put on a joint event with the library, arranging a tree planting event with the young children from the rhyme time. This involved a tree being donated to the library from the Forest for Cornwall. The children planted the tree which is a White Beam. Great fun was had by all, and we hope the children can grow with the tree.

10. Allotments

Parc An Mengleth – the new fence is regularly inspected by the team.

Tree inspection has been completed. Facilities Manager waiting on dates for the work to commence.

11. LMP & Green Spaces

New LMP (Local Maintenance Partnership) contract for 2025 will commence in April 2025.

12. Facilities Team

The team currently are maintaining all areas. In between this they are maintaining/painting street furniture, bus shelters.

The Facilities Manager and the facilities team have now erected the green house at the yard. This will be used to grow plants for the planters that will go on sites around town.

As updated above, the first community planters have been built. The planters will be placed out on various sites in the Spring.

13. Health and Safety

Review of PPE provision and training needs are ongoing, and the Facilities Manager and Operations Officer are working with the Town Clerk to look at a new contract to ensure economies of scale.

RECOMMENDATION

It is recommended the report be noted and approval granted for corresponding works and purchases as described in sections 4,7 and 9 of this report. It is further recommended that the Committee approve the Facilities Manager obtaining costs for updating the public conveniences with a view to a report being brought to a future meeting for decision.

Chris Strugnell
Facilities Supervisor

