



Redruth Civic Centre, Alma Place, Redruth, Cornwall TR15 2AT

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Town Mayor: Cllr A Biscoe

Town Clerk: C Caldwell

See Distribution

Our Reference:

RTC/Asset Mgt Comm

Date:

28th May 2025

Dear Councillor

Asset Management Committee Meeting – 2nd June 2025

You are summoned to attend a Meeting of the Redruth Town Council Asset Management Committee to be held in the Langman Room, Redruth Civic Centre on Monday 2nd June 2025 commencing at 7pm.

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

Yours sincerely

Charlotte Caldwell
Town Clerk

Enclosures:

Agenda and associated documentation.

Distribution:

Action:

Cllr Tremayne
Cllr Ellenbroek
Cllr Allen
Cllr Barnes
Cllr A Biscoe
Cllr H Biscoe
Cllr Broad
Cllr Jolly
Cllr Morrison
Cllr Reeve
Cllr Thomas

Information:

All other Councillors
Cornwall Council Members
Press & Public

Redruth Town Council
Asset Management Committee Meeting – 2nd June 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 report from the Town Clerk. [report attached]
5. To receive a report from the Responsible Finance Officer on the work of the Facilities Team. [report attached]
6. To receive a verbal report from the Communications Manager on the Totally Locally proposal for markets in St Rumon's Gardens.

REDRUTH TOWN COUNCIL

REPORT FOR: Meeting of the Asset Management Committee on Monday 2nd June 2025

SUBJECT OF REPORT: Town Clerk's Report

SUMMARY OF IMPLICATIONS

- | | | |
|----|-----------|-----|
| a. | Policy | Yes |
| b. | Financial | Yes |
| c. | Legal | Yes |

1.0 TERMS OF REFERENCE

To report on progress of the Devolution of assets from Cornwall Council to Redruth Town Council, to report on the recruitment of the Asset Manager and to summarise proposals for East End Playing fields redevelopment.

2.0 REPORT

2.1 Devolution

As context and background, in 2024, the Town Council resolved to formally request the freehold devolution of the asset, Victoria Park and its sister park, Trefusis Park from Cornwall Council. In addition, the Council formally requested that their existing lease of Strawberry Fields is changed from leasehold to freehold ownership.

2.2 The rationale for the devolution was as follows. In the case of the parks, Members felt that local ownership would enable greater optimisation of the assets for wider community benefits including enhanced maintenance regimes, introduction of new landscaping and encouragement of greater biodiversity, hosting of more community events, maintenance and upgrade of the war memorial and more fit for purpose and inclusive play/recreation features/facilities at the parks.

2.3 In the case of Strawberry Fields, the Council acquired a poly-tunnel and the Facilities team are keen to erect this at the site and create a growing area so that all the floral displays in the parish can be home grown, this could also in the future lead to income generation opportunities. The team are also keen to relocate their Yard to this location, which would enable greater space and co-ordination of their operations and activities from one central place. By having the freehold, opens up more funding opportunities.

2.4 **For decision:** By way of an update, Cornwall Council have sent a variety of condition reports on the site including tree surveys, mining information and inspection reports to inform our due diligence work for a safe and compliant handover. Cornwall Council have also confirmed that there are no TUPE implications arising from the devolution of the sites. Our property solicitor will undertake further due diligence at the legal phase of the process. As Members will be aware, when this work was first brought to Council, I reported that I would be seeking a capital sum from Cornwall Council to cover their lack of backlog maintenance of the

asset(s) in question and to also cover any fundamental capital works that will be needed once we have ownership of the sites. A key area for decision is therefore the capital sums that Council formally requests as part of the devolution. In terms of recommendation, given the areas that require attention on the site(s), the following sums are for your debate and consideration;

Victoria Park and Trefusis Park – to cover capital maintenance works to the sites including war memorial, installation of a water refill station, re-siting of the heritage feature at Trefusis Park, installation of inclusive play etc. Circa £100,000.

Strawberry Fields – works to the site including creation of a hard stand area, maintenance to the pitch and goal posts etc. Circa £50,000.

Cornwall Council have also offered us a range of smaller sites which the Facilities Manager and the RFO are working on at present. Once the list is drawn up, this will be taken forward under a Management agreement with Cornwall Council.

2.5 For decision: We have received a request from Cornwall Council seeking a decision as to whether the Town Council would like to accept a transfer of the land at Miners Row, near Miners Court. The Facilities team have been maintaining this area for the last ten years and I would like to recommend that the Council do accept this transfer.

2.6 Asset Manager

As Members are aware, in the recent accelerated recruitment drive, we did attempt to recruit an Asset Manager, as agreed in the organisational review. Unfortunately, we did not appoint, so this vacancy is live again and shortlisting will be undertaken on 10th June and interviews will take place on 18th June. We have received some strong applications and are confident that an appointment will be made expediently to this important role. I will provide Members with a further update at the scheduled Staffing Committee in July.

2.7 East End Playing Fields redevelopment project

As Members will be aware, the Council has developed plans in response to community consultation to enhance East End Playing fields, which is a site in our freehold ownership. The proposal which was developed last May included the following enhancements; new signage, introduction of inclusive play equipment, a running track around the perimeter, wildflower areas to increase biodiversity, a maze for children to explore, seating areas for residents of all ages to enjoy the peaceful areas in the park, new trees, shrubs and landscaping all of which will increase biodiversity and foster nature recovery, new pathways to enable greater access around the park and other new aspects including a hard stand to enable food/drink trucks to be occasional users of the park for events etc.

This will all be funded by the allocated Section 106 monies that are able to be used on the site. I am keen to progress this work as a matter of expediency and in order to ensure the prices are held for the items and works as quoted.

Following a question from a Member, seeking clarification that all monies allocated for the Skatepark on the site had been correctly assigned for this purpose in the historic accounts, and that there are no S106 monies left unallocated for the Skatepark, the RFO has now confirmed this was the case and so the project can proceed at pace. As this project develops, I will bring a further update to the next meeting.

3.0 **RECOMMENDATION**

To note and accept the report of the Town Clerk and to make decisions under points 2.4 and 2.5 respectively.

REPORT FOR: Meeting of the Asset Management Committee on 2nd June 2025

SUBJECT OF REPORT: To update the Committee on the work of the Facilities Team

1. SUMMARY OF IMPLICATIONS

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

2. TERMS OF REFERENCE

To report upon the responsibilities within the Facilities Team.

3. REPORT

3.1 Redruth Civic Centre

Work is nearly complete on the redecoration of the Library Foyer, now renamed the 'Discover Redruth' centre. We are waiting for some final pieces of equipment to be delivered and have some painting to finish. The focus will be on the Town Centre and surrounding green spaces until after Murdoch Day, after which the interior decoration will be completed.

The Team have also worked hard to clear out the storage areas in the office, moving items used infrequently (bunting, Christmas decorations etc) to a new shed at the Facilities Yard. Surplus furniture will be moved temporarily to the Chambers with a view to selling any unwanted items.

We are obtaining quotes to replace the boilers at the Civic Centre which are near the end of their life. In the meantime, minor boiler repairs were carried out in April.

Monthly legionella testing has been undertaken at all sites since March 2025, and any remedial work required has been carried out.

I am waiting for quotes on repairs needed to the guttering.

3.2 The Chambers

Regular inspections and weekly fire alarm tests are carried out.

The Neighbourhood Police Team are using the top floor of the Chambers as a base for Redruth again, and will also be using one of the car parking spaces in Cross Street.

The large room on the top floor will be the new CCTV Control Room, with the installation of CCTV equipment. The new team are expected to start in the summer. The CCTV staff will have use of two of the other car park spaces in Cross Street.

3.3 Clock Tower

As reported at Full Council, we are waiting for reports from our architects, CAD Heritage and our cost consultant, Jonathan Sharp to establish the full scope of works required. A further update will be provided at Full Council for all Members.

3.4 Market Way and Market Hall

As Members are aware, the go ahead to obtain quotes for the refurbishment of the public toilets was resolved at the last meeting. This key project will form part of the brief of the Asset Manager, once appointed. An options paper will be brought to a future meeting for Members to consider.

Electrical repair work has been carried out at the Café.

The Banking Hub has been open since March and is proving to be very successful, with many positive comments in the town.

3.5 Redruth Town Festivals and Markets

The Facilities Team is working hard to make the town ready for the Murdoch Day Festival, including the hanging of floral baskets before the event.

We have opted to use the same suppliers as in 2024 to provide the baskets and then provide ongoing maintenance and watering. The cost to local businesses was increased to cover not only the cost of the basket, but also provide a contribution towards the maintenance and watering, with positive feedback from businesses.

3.6 Town Centre

We are still receiving reports of occasional racist graffiti and other antisocial behaviour, which is being reported to the local police and agencies for action.

3.7 New Cut Car Park & Public Conveniences

As above under point 3.4, the refurbishment will be a part of the same overall project to benefit from economies of scale.

3.8 Public Realm at Brewery Site

Maintenance of green spaces continues. The Facilities Team regularly have to clean up glass and graffiti from the site on our daily inspections. Reports of antisocial behaviour and deterioration of surrounding buildings continue to be reported to Kresen Kernow/Cornwall Council.

3.9 Play Areas/Skate Park

Routine Play Area Surveys are completed regularly. Cleaning and maintenance work are carried out as required.

The basketball hoop at Plain an Gwarry has been ordered, and should be installed during the summer.

A broken crossbar on the rugby posts at Strawberry Fields was removed due to safety concerns.

3.10 Allotments

Repeated reports of dangerous trees at Raymond Road Allotments have been made to Cornwall Council. We are continuing to monitor the situation.

3.11 LMP (Local Maintenance Partnership) & Green Spaces

The new LMP contract has commenced. We will be requesting some additional footpaths for next year before September.

3.12 Facilities Department

We have welcomed Joel Instance to the team from 1st April 2025.

Danny Teare has completed his mandatory training, and George Coombs has nearly completed the first year of his horticultural course. He has requested to attend the second year which will give a more thorough understanding of the practical nature of horticulture.

The Admin team have given a great deal of support in updating our files and ensuring all certificates and reports for all properties are up to date and properly filed.

We have also created a management board in the office which provides a weekly summary of work being carried out, inspections/testing required in the next month, contractors and work people visiting the Civic Centre and other matters. This will improve communication with the office-based staff.

We will bring a report to a future meeting for decision on the subject of acquiring a digital asset management system which would revolutionise how assets are managed and optimised, including legislative compliance as a key feature.

3.13 Health and Safety

Reviews of PPE provision and training needs are ongoing.

4. **RECOMMENDATIONS**

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

Helen Bardle

Responsible Finance Officer