

<p style="text-align: center;">Newquay Town Council Economic Development and General Purposes</p>	<p style="text-align: center;">Action</p>
<p>Minutes of the extraordinary meeting held at 7pm on Tuesday 15 December 2015, Council Chamber, Municipal Offices, Marcus Hill, Newquay.</p> <p>Present: Cllrs A Hannan, C Leadbetter, Mrs J Bowden, L Harrison</p> <p>Also Attending: Mr A Curtis (Town Clerk & RFO), Miss L Sykes (Support Officer), Mr T Wright (Facilities Manager)</p> <p>E071/15 - Apologies: Cllr Mrs R Craze, S Slade, J Rainbow</p> <p>E072/15 - Declarations of Interest: None</p> <p>E073/15 - Public Question Time: (10 minutes allocated) None</p> <p>E074/15 – Correspondence: None</p> <p>E075/15 – Reports from members with specific responsibilities for (to include any action required)</p> <p style="padding-left: 40px;">a. Toilets and Temporary Toilets Provision</p> <p style="padding-left: 80px;"><i>(i) Update and decisions on individual facilities</i></p> <p>Cllr A Hannan went through the report provided by the Facilities Manager. Both Cllrs A Hannan & K Towill have been given delegated authority to prioritise the works required in all toilet blocks.</p> <p>After a recent meeting with the Facilities Manager, Town Clerk and Cllr A Hannan felt they could recommend that all the works are approved with the exception of the shower at Porth. Cllr C Leadbetter believed that Watergate Bay already had a public shower by the beach he wondered if this should be investigated first. He also felt that it may be better to push forward with the Porth shower rather than Watergate as Porth currently does not provide any income, if a shower was installed this would start to generate funds.</p> <p>Cllr A Hannan informed Cllr Leadbetter that they intend to only put the Porth shower on hold temporarily due to budgetary constraints and in the new year this will be looked into. Members discussed.</p> <p>Watergate Bay was the preferred option subject to investigations over existing shower provision. Cllr C Leadbetter offered to look into this and report back to the Chair & Vice-Chair. Once installed it would be easy to gauge the interest this may have in other areas.</p>	



The Facilities Manager explained that for the shower be installed at Porth there would need to be some extra work to create a new entrance as the spare cubicle is currently in the ladies. All quotes provided have come from APS our preferred contractor.

It was proposed by Cllr L Harrison, Seconded by Cllr C Leadbetter and **RESOLVED unanimously to support the Chair, Vice-Chair and Clerk in the decision to complete the refurbishments.**

During the Beer & Ale Festival at Fore Street an agreement was drawn up with Newquay BID (who now sub-contract event management) that the toilets could be used although they had to take responsibility to make sure they remained chargeable, were cleaned and provided security. Unfortunately this did not happen.

The Facilities Manager arrived at the toilets at 4:30pm on Friday 27th November and the toilets had already been taped up and vandalised by having a screw attached to prop the door open. The Facilities Manger then monitored the facility and events team during the weekend and they were not left in a desirable state.

Cllrs A Hannan & K Towill attend the festival on the Sunday and saw that toilet paper had been wedged in the door again to stop them from closing making them free. Even with the contract and the charge of £100 for use they were still not respected. Members discussed.

Cllr A Hannan felt that next year the Council should not allow them to be used. The festival organisers would need to provide temporary provisions. Cllr A Hannan sits on the Newquay BID board and would discuss this at the next meeting informing BID directors it would be highly unlikely that the Council would agree for the Beer & Ale festival to use Fore Street toilets as its toilet provision. The Facilities Manager also informed members that water and electric was used to jet wash the area which ended up making the area look worse and Cory were called to clean it up.

(ii) Update and decisions on Little Fistral Toilets

The Town Clerk was still awaiting confirmation. Cornwall Council had passed all the information onto South West Water who was supportive of the change but may take some time within their legal department before they come back to the Clerk. There was a budget line in place to upgrade the toilet with a view to reopening the ladies/gents in the future if possible.

(iii) Railway Station Update and Decisions

Cllr A Hannan explained that the toilets were closed after discussion with the Police amid safety concerns.

Cornwall Council had money earmarked to go towards the refurbishments and this would be given to the Council once a

decision was made on the number of toilet cubicles. If there is less than 9 proposed the money will be pro rata.

Temporary toilets were currently in place, although they are costly. The committee approved a Hills Ltd to provide refurbishment options moving forward. A decision must be made on what to do with the site, redevelop or refurbish or leave it alone entirely and keep temporary toilets in place.

Members looked through the proposed 4 options and the plans.

Option 1

This option would be to retain the original building structure, but completely reconfigure the inside. The cubicles would be lockable & unisex with doors that open straight onto the forecourt. The plan also included two showers. Members looked at the picture diagram which showed the potential of a 1st floor being added at a later date providing the foundation checks and further building investigations are completed.

By keeping the large foot print of the building the Council would have a huge store room, but no parking. If 1st floor was to be considered then parking would be desirable. Cllr C Leadbetter had concerns from an amenity point of view it might not be nice for people to step right out into oncoming human traffic on the street.

Option 2

This option was to knock the existing building down and completely redevelop. The floor plan would be smaller which had reduced building costs. A Newer building may be cheaper and easier to maintain. No parking spaces had been created as it had still kept the large store room. The rebuild would include a 1st floor which could be hired out for office space generating an income from day one.

Option 3

This option was the same as option 2 with the adjustment of losing the large store room which had created 3 parking spaces. This option was also slightly cheaper than option 2 although the toilets & offices above would still be the same size and design.

Option 4

The building layout had changed orientation which had enable the addition of a small store room and 2 extra parking spaces. The toilets now had more privacy than previous options.

Members discussed the options at length. Cllr C Leadbetter felt that with a new build you gain more security of cost, it would save money as well as providing new safer practical toilets. By having parking spaces the offices would be more appealing to rent.

It was proposed by Cllr A Hannan, Seconded by Cllr L Harrison and **RESOLVED unanimously to work towards the Railway Station Toilets upgrade with Design Option 4.**

At this time Cllr Mrs J Bowden left the meeting (8:18pm)

Cllr A Hannan felt that it would be best to push forward with the project. There is money in the earmark reserves to start the project.

First step is to re engage the services of Hills Ltd and start the process for the European tender and look at gaining planning permission.

The Clerk felt that it may be worth waiting until the budget had been decided. The Council could tie in the application for the loan to complete the works with the loan for the Young Peoples Centre. Also the budget line for paying back the loan requires approval.

At this time Cllr Mrs J Bowden re-entered the meeting (8:21pm)

Members discussed at length. The Town Clerk explained that subject to budget decision the Council could always go back to the architect to tweak certain areas. He also suggested creating a Working Party for the project.

Cllr C Leadbetter asked whether there was capacity in the office to take on another large project. Especially with the resource required for the European Tender.

Cllr A Hannan explained that the Staffing Committee had already given permission for work to be outsourced if the Clerk did not feel they there was capacity. The Town Clerk would look into the public loan consultation.

The Working Party will consist of Cllrs C Leadbetter, A Hannan, K Towill who have opted to join. Cllr Mrs J Bunt offered to stand as an extra member if required.

It was proposed by Cllr A Hannan, Seconded by Cllr Mrs J Bunt and **RESOLVED unanimously to create a Working Party consisting of Cllrs C Leadbetter, A Hannan & K Towill to move forward with the outlined planning permissions and investigations into the European Tender & public consultation process for the Railway Toilet redevelopment subject to approval of the budget.**

(iv) Bin Store Update and Decisions

Cllr C Leadbetter updated members that the Bin Store Agreement had been signed off, the construction had been completed and the contractor has been paid. The design had been altered slightly as

Bodhi's required larger bins. One minor issue, due to health and safety, was the doors were constructed to open inwards. Bodhi's were concerned that this would reduce the space inside. APS have assured us this was not the case. Unfortunately if the doors were to open outwards they could get caught in the wind and cause injury. This issue was hoped to be resolved by the New Year.

(v) *To discuss and decide on any other Toilet matters*

The Facilities Manager reported some vandalism at the temporary Railway Station Toilets. An inside connecting door that separates gents and ladies had been kicked so that the door panels were broken. This had now been fixed and panels replaced.

There had been a huge increase in needles being found in toilets recently. Drug paraphernalia had been located throughout the toilets.

The other day 4 males and 1 female were witnessed leaving the disabled toilet altogether. Inspector Meredith had been well informed and sent pictures on a regular basis.

Inspector Meredith had expressed a wish to complete a press release with some of the pictures regarding the issue. Members discussed and felt that no positive outcome would be sought by creating a press release.

The Facilities Manager felt his team are very vulnerable as they have to come into regular contact and are often threatened.

It was proposed by Cllr A Hannan, Seconded by Cllr L Harrison and **RESOLVED unanimously to extend the meeting by 30 minutes.**

Members discussed the issue in depth. It was felt a letter should be written to Addaction asking for guidance on the issues. Also arrange a meeting with Inspector Meredith and MP Steve Double to find a way forward of dealing with these highlighted issues.

Cllr A Hannan volunteered to contact Inspector Meredith and arrange the meeting.

The Facilities Manager left the meeting at 21.10pm)

b. CCTV

(i) *Update on the Upgrades*

No update

(ii) *Wayleave Agreements*

No update

<p>(iii) <i>Decisions on any other CCTV matters</i></p> <p>No update</p> <p>c. All aspects of Lighting (including Banner requests)</p> <p>(i) <i>Update on infrastructure and displays</i></p> <p>Cllr A Hannan informed members that we now had categorical evidence that our Christmas lights had been tampered with. One low cost option which had been considered to reduce the damage was purchasing brackets to go around the lighting columns to stop the current easy access to the switches.</p> <p>It was proposed by Cllr A Hannan, Seconded by Cllr L Harrison and RESOLVED unanimously to purchase the brackets to reduce the risk of damage and vandalism to our Christmas Lights.</p> <p>If the budget is approved the plan is to replace the white lights throughout the town if members are in agreement.</p> <p>Members discussed.</p> <p>It was proposed by Cllr L Harrison, Seconded by Cllr Mrs J Bunt and RESOLVED unanimously to delegate authority to Cllr A Hannan and L Harrison to investigate a tender for New White Lighting.</p> <p>(i) <i>Condition update –Unit 5B</i></p> <p>It was proposed by Cllr A Hannan, Seconded by Cllr L Harrison and RESOLVED unanimously to delegate authority to the Chair & Vice Chair to investigate a skip to dispose of the rubbish in Unit 5B.</p> <p>(ii) <i>Planning for Christmas 2015</i></p> <p>Cllr C Leadbetter feels that the fireworks this year after the lights switch on were better attended being slightly earlier.</p> <p>(iii) <i>Decisions on any Banner Applications</i></p> <p>No update</p> <p>(iii) <i>Update and Decisions on Bunting</i></p> <p>No update</p> <p>(iv) <i>Update and Decisions on any other Lighting matters</i></p> <p>No update</p>	
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E076/15 - Budget Process for 2016-19:

Some small amendments had been made to the budget in regard to paying for the Toilet Maintenance, funds have been vied from the Other Spends budget line.

E077/15 - Items for discussion and any other business:

None

E078/15 - Date, Time and venue of the next meeting:

The next meeting will be held on Thursday 14 January 2015, 7pm in the Council Chamber, Municipal Offices, Marcus Hill, Newquay.

The meeting closed at 9:30pm.

Signed: _____
Cllr A Hannan, Chairman

Date: _____

