

**MINUTES OF THE DEVOLUTION COMMITTEE MEETING
HELD ON TUESDAY 21ST JANUARY 2019 IN THE TEA ROOM, THE
GUILDHALL, FORE ST, EAST LOOE PL13 1AA AT 7.00PM**

PRESENT

Chairman: Cllr R Hendy
Cllrs D J Bryan, T Crane, J Lundy,
Mrs E Hannaford, C Rose,
Mrs B Richardson and Mrs V Sullivan

IN ATTENDANCE

Mrs A Frith – Town Clerk
Mrs J Horrell – Consultant
Ms A Michael – Cornwall Council HR

Cllr Hendy welcomed Mrs Horrell and Ms Michael to the meeting and thanked them for their attendance.

		ACTIONS
29.	<u>APOLOGIES</u> Apologies were received from Cllrs M Gregory, P Penhaligan and Mrs M Powell.	
30.	<u>TO APPROVE THE MINUTES OF THE MEETING OF 11th DECEMBER 2018</u> Cllr Hendy proposed that the Minutes of the meeting of 11 th December 2018 be approved, seconded by Cllr Bryan it was: <u>RESOLVED</u> Unanimously to approve the Minutes of the above meeting.	
31.	<u>MATTERS ARISING FROM THE MINUTES OF THE MEETING OF 11TH DECEMBER 2018</u> There were no matters raised.	
32.	<u>TO RECEIVE UPDATES FROM ALL TASK GROUPS EXCLUDING THE RESTRUCTURING OF STAFF</u> .1 Properties Task Group Cllr Hendy informed that there were some technicalities to be resolved with the transfer of Sonia's Cafe and the Vets building as informed by David Read, we had been asked if we would be happy with the transfer of these premises being delayed slightly after 29 th March 2019, this would not affect the transfer date of the Library building, this was agreed. Cllr Mrs Hannaford informed that Planning permission was being	

	<p>sought to demolish Sonia’s Cafe, the target date for this is 5th February, once approved demolition will take place approximately one to two weeks after that date.</p> <p>Cllr Hendy passed the Meeting to Cllr Lundy for an update on the Task Group, Cllr Lundy informed that he, Cllrs Penhaligan and Mrs Sullivan had met with architects today, one quote has been received so far and the work should be done within a budget of £40K. The Tender Document for contractors is also going to be drawn up by the Architects. Cllr Mrs Sullivan is going to contact the Planning office to check whether permission is needed to change the usage from D1 to B1.</p> <p>All quotes received will are to be ratified by Full Council via email if necessary. The quotes and Tender Documents will be sent to the office.</p> <p>Mrs Horrell is working on her own work plan and suggested that this is the one that should be used by everyone to avoid confusion, she will keep in touch with the Task Groups to keep the work plan up to date, she relies heavily on information from the Groups.</p> <p>Mrs Horrell also informed that there will be a list of current contracts in place supplied by Cornwall Council at the Meeting on 6th February, all these contracts will need to go through the Finance Committee for decisions to be made.</p> <p>Cllr Mrs Sullivan asked if Policies could also be put on the Agenda for the next Finance meeting.</p> <p>The Clerk informed that she had spoken to Mr Luckhurst from Calweton Vets, he had confirmed that they would like to continue renting the building and would be quite happy with a market value rent. The Clerk was asked to arrange for a valuation to be done.</p> <p>At this point the Clerk left the Meeting (7.25pm) to enable staffing matters to be discussed with Ms Michael.</p>	<p>Clerk to arrange a valuation.</p>
--	--	--------------------------------------

Signed

Date