

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL OFFICES,**  
**44 OLD STREET, CLEVEDON ON WEDNESDAY 28<sup>TH</sup> AUGUST 2019 AT 7.30PM**

Present: Cllr J West – Vice-Chairman  
 Councillors N Barton, A Everitt, A Goodliffe, C Francis-Pester, G Hill,  
 K O'Brien & H Young  
 Deputy Town Clerk – Mrs S Howard

In attendance: Cllr D Shopland

**PR 19/348 APOLOGIES FOR ABSENCE**

Apologies were received and noted from the Committee Chairman, Cllr J Geldart (family commitments) and Cllr R Westwood (due to illness)

**PR 19/349 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda

**PR 19/350 TO RECEIVE THE MINUTES OF THE PROPERTY COMMITTEE MEETING HELD ON 3<sup>RD</sup> JULY 2019**

Proposed, seconded and **AGREED** minutes of the Property Committee held on 3<sup>rd</sup> July 2019

**PR 19/351 TO RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE 2019/20**

Committee members noted the finance report as circulated with the agenda.

**PR 19/352 TO DISCUSS AND AGREE TO ANY TREE WORKS IN HERBERT GARDENS FOLLOWING THE SITE MEETING BY COMMITTEE MEMBERS FOLLOWING A REPORT OF OVERGROWN TREES ALONGSIDE HERBERT ROAD**

A site meeting had been held at 6.00pm at Herbert Gardens with Committee members and the Friends of Herbert Gardens. The Committee **AGREED** tree works to the boundary edge of both Herbert Road and Hill Road are required. Also, for the felling of a Robinia tree that has dead branches over the footpath and is dying back.

**PR 19/353 TO CONFIRM THE SPECIFICATION TO OBTAIN COSTINGS AND DRAWINGS FOR THE REFURBISHMENT TO THE VILLAGE HALL BUILDING**

Committee members proposed, seconded and **AGREED** by 7 Votes to 0 for Company A. The Village Hall tender has been estimated to be a cost of £5,000. Company A's schedule of charges for projects up to £30,000, has a schedule of charges with a minimum charge of £3,500 for a designer and contract administrator.

**PR 19/354 TO DISCUSS AND AGREE TO A QUOTE FOR RE-PAINTING THE ENTRANCE DOOR AND THE FIRE DOOR IN ROOM 2 AT THE COUNCIL OFFICES**

The Committee Clerk advised Committee members that only one company had responded with a quote for the proposed works, despite several attempts by the Clerk to obtain quotes. Therefore, Committee members proposed, seconded and **AGREED** to the only price received of £439.00, on the proviso that the work is completed in the Autumn 2019.

**PR 19/355 SKATE PARK****355.1 TO RECEIVE AN UPDATE ON THE SKATEPARK PROJECT**

The Committee Clerk advised Committee members that skateboarding related T-Shirt sales are going well.

The Tender specification is on Contract Finder with a closing date of the 31<sup>st</sup> August 2019. Following the closing date, a meeting will be arranged comprising of a few Councillors and members of the Trust to agree to a preferred contractor.

Proposed, Seconded and **AGREED** the Council members would be Cllr Francis-Pester, Geldart & Hill. Cllr Young offered to be a Councillor in reserve, if required.

**PR 19/356 CHAIRMAN ITEMS FOR INFORMATION ONLY**

On the 27 August 2019, the Council offices suffered a flood caused by the disabled toilet cistern cracking. Due to this being a Health & Safety matter, the Committee Chairman asked members for their approval of a quote to supply and fit a new cistern at a total cost of £150.00.

**RESOLVED: AGREED** by 8 Votes for the new cistern to be installed.

**PR 19/357 TO DETERMINE PART I OR PART II ITEMS**

There are no Part I items. All other agenda items are Part II

Meeting closed at 7.47pm

CHAIRMAN ..... DATE .....