

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE MEETING HELD IN**  
**THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON ON WEDNESDAY 2<sup>ND</sup> JUNE**  
**2010 AT 7.30 PM.**

**Present:** Councillors C. Blades, C Francis-Pester, C. Hall, L Knott, J Middleton  
Town Clerk – Ms P. Heath,

*Due to the absence of Cllr Shopland*

*Proposed by Cllr Middleton, seconded by Cllr Blades and **AGREED** that Cllr Francis-Pester should act as Chairman for the Meeting.*

**EP 10/32 APOLOGIES FOR ABSENCE.**

Apologies were received and approved from Cllr Shopland, Cllr Garner, and Cllr McNeill.

**EP 10/33 ELECTION OF VICE CHAIRMAN**

Proposed by Cllr Francis-Pester, seconded by Cllr Hall and **AGREED** that Cllr Garner be elected as Vice Chairman.

**EP10/34 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA.**

There were no declarations of interest for items on the agenda.

**EP10/35 MINUTES OF THE PREVIOUS MEETING**

The minutes of the last meeting held on 7<sup>th</sup> April 2010 ratified by Council on 21<sup>st</sup> April 2010 were accepted.

**EP 10/36 BUDGET AND EXPENDITURE FOR THE COMMITTEE, DISCUSS AND AGREE ANY BUDGET ALLOCATIONS WITHIN THE COMMITTEE BUDGET**

Members noted the committee financial spreadsheet circulated at the meeting. Members noted the payments for the repairs on the skatepark were above the budget allocation and agreed to transfer, within the committee, budget to cover this at the end of the current financial year.

**EP 10/37 UPDATE ON THE LEASE BETWEEN CLEVEDON TOWN COUNCIL AND NSC FOR "THE BARN"**

Cllr Francis-Pester reported that he would be meeting with NSC Head of Legal to look at the final draft, which is understood to contain the points made by Clevedon Town Council. The document will be presented to the Town Council at the 16<sup>th</sup> June meeting subject to the draft being received prior to the meeting.

**EP 10/38 AGREE INTERIM LEGAL BILL FOR THE LEASE BETWEEN NSC & CLEVEDON TOWN COUNCIL FROM WARDS SOLICITOR**

Proposed, seconded and **AGREED** to way the bill from Wards Solicitors for the legal work relating to the lease. and to seek part payment from North Somerset Council in respect of the additional work created by the extended negotiations

**EP 10/39 UPDATE ON THE SMOKE DETECTORS AND ANNUAL INSPECTION**

The previous company has been informed that we would not be continuing with them. The new company who have confirmed in writing that they can test the smoke detectors in situ will be undertaking the inspection and testing on Friday 4<sup>th</sup> June.

**EP 10/40 REPLACEMENT OF EMERGENCY LIGHTING AND LIGHTS IN ROOM 2**

The Town Clerk reported that several companies had been contacted to seek designs and quotations for the replacement of lights in room 2. To date only one company has been to look at the room with another due on Monday. Members agreed to discuss and agree the quotations received at the next meeting even if less than three were received.

**EP 10/41 DISCUSS AND AGREE WAY FORWARD ON THE FUTURE CLEANING AND MAINTENANCE ARRANGEMENTS FOR THE COUNCIL OFFICES**

Members discussed at great length the report circulated with the agenda to all committee members.

Proposed, seconded, and **AGREED** that the Council should employ a Caretaker/Handyman in line with the report and draft job description and that a decision should be taken in November along with budget discussions.

**EP10/42 CHAIRMAN ITEMS FOR INFORMATION ONLY –**

There were no Chairman's items for Information.

**EP10/43 TO DETERMINE PART I AND PART II ITEMS**

There was no part one items

The meeting finished at 8.13pm

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APPROVED AS A TRUE RECORD

CHAIRMAN ..... Date .....