

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL OFFICES,**  
**44 OLD STREET, CLEVEDON ON WEDNESDAY 6<sup>TH</sup> APRIL 2016 AT 7.30**

Present: Councillor C. Francis Pester – Committee Vice Chairman  
 Councillors: - J. Cook, G. Hill, L. Little,  
 Town Clerk – Ms Paula Heath  
 In Attendance George Redfern (work experience)

**PR 16/82 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Middleton (family commitment), Cllr Shopland (illness)

**PR 16/83 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

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

**PR 16/84 MINUTES OF THE PROPERTY COMMITTEE**

Proposed, seconded and **AGREED** that the minutes of the Property Committee held on 10<sup>th</sup> February 2016 and ratified by Council on 24<sup>th</sup> February 2016 were signed by the Vice Chairman as a true record.

**PR 16/85 RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE**

Members noted the finance report as circulated with the agenda. Members noted that there was no carry forward item on the Committees budget.

**PR 16/86 [PR15/29& PR15/47] TO RECEIVE UPDATE ON THE CUPS AS PER COUNCIL MINUTE NO 15/570.7 – CLLR GELDART**

There was no report from Cllr Geldart on the re-distribution of the cups.

**PR 16/87 RECEIVE UPDATE ON REPAIR WALL IN HERBERT GARDENS AT THE REAR OF NO 19 LINDEN ROAD.**

Members were notified that no response had been received from the management company. It was agreed that no further action would be taken until a confirmation response for 50% of the liability is received by the office.

**PR 16/88 RECEIVE COST TO REPLACE THE DAMAGED WINDOW PANES IN ROOM 1**

As no other quotations had been received it was proposed, seconded and **AGREED** to accept the quotation presented at the 10<sup>th</sup> February meeting for £583 + vat

**PR 16/89 RECEIVE TENDERS FOR THE GRASS CUTTING CONTRACT THAT EXPIRES  
IN MARCH 2016**

Details of the returns had been circulated with the agenda, members discussed the responses and it was proposed, seconded and **AGREED** to accept company B. cost code 4341/304 allocated under budget codes 4205/404; 4205/701; 4205/205.

**PR 16/90 RECEIVE AND NOTE REPORT FROM CLEVEDON WOODCUTTERS FOR  
WILDLIFE RE MILLENNIUM ORCHARD**

Members received and noted the report. It was agreed to send a letter of appreciation.

**PR 16/91 RECEIVE AND DISCUSS QUOTATION TO REPAIR THE FRONT BOUNDARY  
WALL**

Members discussed the front boundary wall which abuts the pavement; there are loose stones and cracks appearing in the wall. It was **AGREED** that this could pose a danger to pedestrians therefore it was agreed to carry out the work. It was **AGREED** to obtain 3 quotations to repair the wall, these will be presented at the next meeting, and the work commissioned, once ratified by Council. It was **AGREED** to recommend that the Council use the property contingency held in ring fence reserves to pay for the work and replace the money from the 2017/2018 budget.

**PR 16/92 NOTIFICATION OF URGENT EXPENDITURE**

The following items of notification of urgent expenditure as under financial regulation 3.4 were raised for action:-

16/92.1 Herbert Gardens – There is a report that the Hill Road trees are causing damage to the BT wires – it was **AGREED** to obtain quotations to cut back the branches

16/92.2 Clock Tower – Members were informed that the uplighters and the timer had now been fixed but it was noted that the bulbs behind the clock faces did not work. It was **AGREED** to replace the bulbs using LED bulbs.

16/92.3 Village Hall door – following comments made at the TEA committee meeting it was **AGREED** to obtain quotations to repair/replace the main door at the Village Hall – quotations to be presented at the next meeting.

**PR 16/93 CHAIRMAN'S ITEMS FOR INFORMATION**

There are no Chairman's items of information

**PR 16/94 TO DETERMINE PART 1 AND PART 2 ITEMS**

There were no part 1 items 16/89 being agreed budget spend.

Meeting closed 7.43 pm