

CLEVEDON TOWN COUNCIL
MINUTES OF THE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL OFFICES,
44 OLD STREET, CLEVEDON ON WEDNESDAY 14TH NOVEMBER 2018 AT 7.30PM

Present: Cllr J Geldart – Chairman
 Councillors N Barton, C Francis-Pester, L Little, J Middleton & D Shopland
 Town Clerk – Mrs P Heath
 Deputy Town Clerk – Mrs S Howard

In attendance: Cllrs B Cherokoff & S Moores

PR 18/297 APOLOGIES FOR ABSENCE

Apologies were received and agreed from Cllr G Hill

PR 18/298 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

The Town Clerk declared an interest in Agenda item 10.2 as she is the Treasurer for the Skatepark Committee. Cllr Geldart declared an interest, being a Skatepark Committee member.

PR 18/299 TO RECEIVE THE MINUTES OF THE PROPERTY COMMITTEE MEETING HELD ON 19TH SEPTEMBER 2018

Proposed, seconded and **AGREED** minutes of the Property Committee held on 19th September 2018 and were ratified at Full Council on 17 October 2018.

PR 18/300 TO RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE 2018/19

Members noted the finance report as circulated with the agenda.

PR 18/301 TO DISCUSS AND AGREE THE BUDGET REQUEST FOR 2019/20

A proposal was submitted by a Committee member to investigate costings for a replacement, automatic entrance door to the Council offices.

Committee members were asked to submit any further budget requests to the next Property Committee meeting to be held on 19th January 2019.

PR 18/302 TO RECEIVE AND AGREE THE GAS BOILER AND HEATING MAINTENANCE CONTRACT FOR 2018/19

Members received and noted the quote as circulated with the agenda. Proposed, seconded and **AGREED** to the price of £574.79 for the annual gas boiler and heating maintenance contract, 2018/19.

PR 18/303 TO DISCUSS THE OPTIONS AVAILABLE TO THE COUNCIL FOR THE END OF THE LEASE WITH CANS IN JULY 2019

Committee Members received a report from the Town Clerk advising that the lease is due to end in July 2019.

NOTED – CANS are investigating options in respect of the lease and building. Members noted that alterations to the access for the building and internal alterations may be needed either by CANS or any future proposal for the building.

Proposed, seconded and **AGREED**, by 5 Votes SUPPORTS and 1 ABSTAINED, that the Property Committee Chairman, Vice-Chairman, Town Clerk and Deputy Town Clerk be empowered to speak with CANS to discuss their future plans, in particular, 'social prescribing', as well as to commission an architect to look at what adjustments can be made to the building making it more accessible to the disabled etc.

This item to be discussed again at the Property Committee meeting in January 2019.

PR 18/304 TO RECEIVE AND AGREE FOR THE PURCHASE OF THE ASSET MAPPING SOFTWARE

The Town Clerk advised Members that under the Local Government Transparency Act 2015, the Council is not compliant with its on line publishing of any assets it has.

Committee Members discussed in detail the proposal of purchasing the Asset Mapping software and it was **AGREED** that more investigation into the product be sought before making a decision.

This item to be discussed again at the Property meeting on the 19th January 2019.

PR 18/305 TO RECEIVE THE ROUTINE INSPECTION REPORT FROM WEST COAST PROPERTIES FOR 42 OLD STREET

The Committee Clerk advised Members that in general the inside of the property is in a good condition and is being well maintained by the tenant. The caretaker to be asked to affect some remedial works due to gaps in the front door to the property. To also obtain quotes from roofing contractors for repairs to the roof.

PR 18/306 SKATE PARK

306.1 TO RETROSPECTIVELY AGREE TO THE REPAIRS TO THE SKATE PARK RAMP DUE TO A HEALTH AND SAFETY ISSUE

Urgent repairs have been affected to a section of ramp, having become raised creating a Health & Safety issue. PROPOSED, SECONDED and **AGREED** the retrospective repairs of the ramps.

306.2 SKATEPARK – TO RECEIVE THE COMMITTEE REPORT FROM THE COUNCILS REPRESENTATIVES ON THE STEERING & FUNDING GROUPS

The Town Clerk provided Committee members with a 'Skatepark – The Project', report. Within the report, the following recommendations were listed and agreed.

- That Clevedon Town Council, (CTC) sets up a service level agreement, (SLA) with the Clevedon Skate Project in respect of the usage and running of the project.
- That CTC agrees to release to the Skate Project the funds currently held by CTC in respect of the skatepark. Safeguards to be included in the SLA.
- That CTC notes and supports the project.

PR 18/307 CHAIRMAN ITEMS FOR INFORMATION ONLY

There were no Chairman's Items

PR 18/308 TO DETERMINE PART I OR PART II ITEMS

All agenda items were Part II

Meeting closed at 9.08pm

CHAIRMAN DATE