

CLEVEDON TOWN COUNCIL
MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE MEETING HELD IN
THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON ON WEDNESDAY 4TH APRIL
2012

PRESENT: Councillors D Shopland Committee Chairman
C. Bussey, C Francis-Pester, B. Garner, L. Little, P McNeill,
Town Clerk – Ms P. Heath,
In Attendance Councillor G. Hill

EP 12/196 APOLOGIES FOR ABSENCE

Apologies were received and approved from Councillor J. Middleton

EP 12/197 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

There were no declarations of interest for items on the agenda

EP 12/198 RECEIVE AND AGREE THE MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE HELD ON 14TH DECEMBER 2011

The minutes of the last meeting held on 14th December 2011 and ratified at the Council meeting held on 4th January were agreed.

EP 12/199 RECEIVE MINUTES OF SPECIAL MEETING HELD ON 19TH MARCH 2012

Proposed seconded and **AGREED** to accept the minutes of the special meeting held on 19th March and confirm the decision of the meeting.

EP 12/200 RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE,

Members noted the budget and expenditure papers that had been circulated with the agenda. In response to a question the RFO confirmed that Herbert Gardens substation rent agreement had ended and discussions were on going for a new agreement.

PART 1

EP 12/201 [11/178] TO DISCUSS AND AGREE A DRAFT MEMORIAL TREE POLICY

Proposed seconded and Recommended to the Council the Memorial Tree Policy which had been circulated with the agenda with the addition of Item 8: The Council cannot guarantee the tree and reserve the right to remove the tree should circumstances dictate after the 10 year term.

PART 2

EP 12/202 RECEIVE REQUEST FOR CLEVEDON YOUTH CENTRE GRANT OF £10,000 ACCOUNT CODE 4730/703

It was confirmed that the grant amount had been allocated in the 2012/2013 budget. Members agreed the payment of the grant.

EP 12/203 RECEIVE LETTER AND DISCUSS PRESENTATION IN THE INFORMAL SECTION FROM YMCA

In the absence of the YMCA attendance it was agreed to defer this item to the next meeting if the organisation wishes to continue with the project. It was agreed that a formal agreement would have to be drawn up to safeguard the Council; this would have to be paid by the YMCA.

EP 12/204 [11/181] RECEIVE REPORT ON THE PLANT ROOM AND BOILER INVESTIGATION BY CLLR GARNER

Cllr Garner reported that the heating mechanism was interestingly complex with different manufactures and systems but appeared to be working together well except for the control panel. The Town Clerk explained the current difficulties with the control panel not working for the office section requiring the timer to be permanently fixed to manual and the radiator controls being used to control the heat output. The timer control box operated both the under floor heating and radiator's on the same time. As the under-floor needs 4 hours to warm up to full temperature both the under floor and radiators are coming on at 4am and keep on till 9pm. Therefore the radiators are running when not really required; the under floor heating needs to be on constantly to operate at its optimum.

It was AGREED that the replacement of the timer control panel be investigated.

ACTION CLLR GARNER & CLLR FRANCIS-PESTER

EP 12/205 RECEIVE QUOTATION TO REPAIR SLATES ON SCHOOL HOUSE/COUNCIL HOUSE ROOF

It was proposed seconded and resolved to accept the quotation from Barry Dunn roofing for the repair/replacement of the slate roof tiles at cost of £215 plus vat.

EP 12/206 RECEIVE DETAILS OF DRY ROT REPORT FOR VILLAGE HALL

It was **AGREED** that the working group of Cllr Shopland, Cllr Blades and Cllr Middleton would assess the tender and quotation received by the Councils surveyor and, make a recommendation to the next Committee meeting. It was also **AGREED** that costs be obtained to either repair the current windows to enable them to be opened or to replace the windows possibly over a phased period; the inability to open any of the windows is contributing to the failings of the building.

EP 12/207 RECEIVE UPDATE ON “THE BARN “ BUILDING WORK/REPAIRS

Members were informed that the roof work had not yet been undertaken, the builders were waiting the planning approval of the skylight window to enable joint use of the scaffolding.

EP 12/208 [11/185] RECEIVE COST FOR REPAIR OF FEEDER BOX IN QUEEN SQUARE

Proposed, seconded and **AGREED** to undertake the repair up to a budget of £200.

The following item was heard under s 2 (1) Public Bodies (Admission to Meetings) Act 1960 due to the confidential financial nature of the business to be discussed. Members of the Public and Press were required to leave the meeting.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

EP 12/211 CHAIRMAN ITEMS FOR INFORMATION ONLY

The Chairman had no Items for information.

The Town Clerk raised 3 issues with the agreement of the Chairman and the Committee.

211.1 Herbert Gardens – tree branches overhanging Linden Road Properties. With Committee agreement the Town Clerk would meet with our contractors to have any dangerous branches removed under Health and Safety; this was **AGREED**.

211.2 Herbert Gardens - wall between the gardens and Princes Road properties. A phone call had been received explaining the wall was bowing. The Committee **AGREED** that the owners of the property be asked to establish and prove who has legal liability for the wall.

211.3 LCAS Annual Seminar

The members were informed about the Annual Seminar on Health and Safety issues which provides one free place and a reduced cost place and asked if any Councillor wished to attend with the Clerk; none agreed, but was left open should anyone wish to attend.

EP 12/212 TO DETERMINE PART I AND PART II ITEMS.

Agenda item 8 the Memorial Tree Policy is a part 1 item requiring ratification by the Council.

The meeting finished at 8.10 pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date