

CLEVEDON TOWN COUNCIL
MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE MEETING HELD IN
THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON ON WEDNESDAY 24TH
AUGUST 2011 AT 7.30 PM.

PRESENT: Councillors D Shopland Committee Chairman
C. Arnold, C. Bussey, C. Francis-Pester, B. Garner, L. Little, J.
Middleton, A. Withers
Town Clerk – Ms P. Heath,

EP 11/142 APOLOGIES FOR ABSENCE

Apologies were received and approved from Cllr C. Blades & Cllr P McNeill

EP 11/143 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

There were no declarations of interest for items on the agenda

EP11/144 MINUTES OF THE PREVIOUS MEETING

The minutes of the last meeting held on 29th June 2011 and ratified at the Council meeting held on 13th July were agreed.

PART 1

EP 11/145 REVIEW OF ANNUAL RENT OF CAB FOR THE VILLAGE HALL AS PER CLAUSE 1.32.

Members discussed the lease, which runs to 2014 and in view of the current financial situation and the work required on the building; it was proposed, seconded and **RECOMMENDED** that the rent remain at £7500 per annum.

EP 11/146 DISCUSSED AND AGREE THE REVISED QUOTATION FOR THE REPAIRS TO THE BARN ROOF

Members discussed the revised quotation of £2299, for the repair of the Barn Roof circulated with the agenda. It was proposed, seconded and **RECOMMENDED** that the Council as trustees accepts the quotation and authorise the Barn Management Committee to have the work undertaken and the invoice sent to the Town Council as Trustees.

PART 2

EP 11/147 RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE

Members noted the financial papers, which had been circulated with the agenda

EP 11/148 DISCUSS AND ARRANGE IDENTIFICATION SHEET FOR PHOTOGRAPHS OF COUNCILLORS

Members discussed the council photographs taken over the years and agreed to have a legend on the back of the photographs with details of the Councillors. It was agreed that all future Council Photographs would include a key to the Councillors' identification on the front.

It was agreed to **RECOMMEND** to Council that a new Council group photograph be taken every new Council term.

EP 11/149 RECEIVE UPDATE ON THE ENTRANCE PORCH

Members discussed the amended quotation circulated with the agenda. It was proposed, seconded and **AGREED** to accept the quotation and request that the canopy be made of hardwood and not softwood up to the allocated budget for the project of £3000.

EP 11/150 RECEIVE UPDATE ON WORK TO VILLAGE HALL

Members were informed that the work was due to start in the middle of October, the Project Manager, the Contractor and the CAB manager would liaise on the exact start date and working times.

EP 11/151 AGREE A POLICY THAT ALL MAJOR RENT RENEWALS (NOT REVIEWS) TO DONE THROUGH A PROFESSIONAL AUTHORITY.

Members discussed this but felt that the provision of a policy could be detrimental on a cost/benefit ratio but in principal agreed that the use of a professional valuer for negotiation of the leases may be required but a decision should be made on a case by case basis.

Members felt that it would be prudent of the Council to investigate what would be the procedures and requirements to sell any of the property held by the Council as trustees in view of recent Charity Law Changes as part of Corporate Risk Management. The Town Clerk to investigate and report to the Committee at a future date.

ACTION TOWN CLERK

EP 11/152 THE CONTRACTS DUE FOR RENEWAL FOR SKATEPARK, AND BINS AT HERBERT GARDENS.

Members discussed the current contracts and noted that the specifications need to be changed especially in view of the current discussions on the horticultural contracts with NSC and the proposed installation of a Multi Use Games Area in Salthouse Field. It was proposed, seconded and **AGREED** to extend the contracts to 31st March 2012 to enable the above discussions to be concluded before the tender documents for the contracts were drawn up.

ACTION NEXT MEETING

EP 11/153 DISCUSS AND DECIDE ON THE AMENDMENTS TO THE MILLENNIUM ORCHARD AGREEMENT AS SUGGESTED BY TRANSITION CLEVEDON

The amendments proposed by Transition Clevedon had been circulated with the agenda.

Section 2.1 – Members felt the planting of nut trees within the orchard itself could loose the character and openness of the area. It was agreed to amend clause 2.1 to read *“Maintain the area as a cider orchard and wildlife area; all trees being planted or replaced must be English cider trees with a Somerset provenance. Any future planting altering this shall be agreed in writing by the Council before planting.”*

Section 2.9 - Members accepted the comments made by Transition Clevedon and pointed out that £10,000,000 was offered by most companies as standard but if this was not the case with their insurers the Council would accept £5,000,000

EP 11/154 DISCUSS THE PORTRAIT OF COLONEL LONG AND DECIDE WHETHER TO OFFER TO THE FAMILY MEMBERS TRACED.

The history behind this portrait was explained. It was proposed, seconded and **AGREED** to offer the portrait to the family members traced.

EP 11/155 DISCUSS THE MAINTENANCE OF THE AREA OF LAND OWNED BY CLEVEDON TOWN COUNCIL BETWEEN HIGHDALE AVENUE & HIGHDALE ROAD

The history behind the purchase of this land and information known on the ransom strip in the middle was explained to members. It was proposed, seconded and **AGREED** to twice a year cut back the briers growing over the footpath in the middle of the two pieces of land and ensure the ‘right of way’ is cut and maintained by the relevant department in North Somerset Council

EP 11/156 CHAIRMAN ITEMS FOR INFORMATION ONLY

The Chairman had no Items for Information.

The Town Clerk requested Members guidance. A request had been received from Rotary for a reduction in the hire cost of Room 2 for a charity fundraising event on 31st August. The cost of the room would be £24 plus the kitchen at £10 – members felt the charge should be £25 for the night.

EP 11/157 TO DETERMINE PART I AND PART II ITEMS.

Part 1 items Agenda item 8 the rent for the Village Hall as all Councillors are the trustees and Agenda item 11 the Barn roof repairs as per financial regulations 3.8 and as trustees
The meeting finished at 8.15 pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date
EP 24th Aug 2011.doc 31/08/2011
SUBJECT TO RATIFICATION BY THE COMMITTEE AND COUNCIL