

CLEVEDON TOWN COUNCIL
MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE MEETING HELD IN
THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON ON WEDNESDAY 1ST JULY
2009 AT 7.30 PM.

Present: Councillor Shopland(Committee Chairman)
Councillors J. Dagnall, C Francis-Pester, B Garner, L Little
Town Clerk – Ms P. Heath,

EP 09/01 TO ELECT A VICE CHAIRMAN OF THE COMMITTEE

Proposed by Cllr Dagnall, seconded by Cllr Francis-Pester and **RESOLVED** that Cllr Garner be appointed as Vice Chairman of the Environment & Property Committee

EP 09/02 APOLOGIES FOR ABSENCE.

There were no apologies for absence received

EP09/03 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA.

Cllr Shopland declared a personal interest in agenda item 18, the re-framing of the pictures, as he may know one of the individuals who quoted for the job and stated he would not take part in the discussions for that item. There were no other declarations of interest for items on the agenda.

EP09/04 MINUTES OF THE PREVIOUS MEETING

The minutes of the Finance & General Policy Ctte meetings held on 18th March 2009 ratified by Council on 6th May 2009 and minutes of the 20th May 2009 to be placed before the Council on 15th July 2009 were accepted.

EP09/05 UPDATES ON ACTION ITEMS NOT ELSEWHERE ON THE AGENDA

There were no updates on items not elsewhere on the agenda

<u>PART 1</u>

EP09/06 UPDATE ON THE REQUEST TO NSC FOR PART FUNDING OF THE SOLICITORS BILL RE LAND TO SOUTH OF HIGHDALE ROAD

Members noted the response received from North Somerset Council in respect of the additional work created by the boundary claim and Clevedon Town Council's request for ½ of the bill paid to the Solicitor.

Proposed, seconded and RESOLVED that no further action be taken to reclaim any funds from North Somerset Council in respect of the solicitor's bill.

PART 2

EP09/07 TO ARRANGE A SITE VISIT TO ALL LAND AND PROPERTY OWNED OR LEASED BY CLEVEDON TOWN COUNCIL

Members discussed the property owned or kept in trust by the Town Council and the need for Councillors on the Committee to visit the sites to be aware of their individualistic requirements. Members also discussed land which may belong to the Town Council currently held or maintained by North Somerset Council; it was **AGREED** to investigate this with North Somerset Council.

A list would be drawn up and circulated to Members prior to the next committee meeting.

ACTION THE TOWN CLERK

EP09/08 COMPLAINT MADE TO NORTH SOMERSET CONCERNING ANTI-SOCIAL BEHAVIOUR IN THE SKATE PARK

Members noted the complaint and the request to the Police and the PCSO to monitor the area.

EP09/09 DETAILS OF AVON & SOMERSET POLICE SCHEME FOR THE PAINTING OF THE SKATE PARK RAMPS AND DECIDE IF ANY BUDGET COULD BE ALLOCATED TO THIS SCHEME

Members noted that an application from the Police for funding of the scheme to employ a professional graffiti artist to work with youngsters of the town to paint the skatepark ramps. The application would be considered by the Finance & General Policy Committee at its next meeting. Members discussed the merits of the scheme as owners of the skatepark. Proposed by Cllr Garner, seconded by Cllr Dagnall that the Committee gives permission for the project as detailed in principal, with FGP deciding whether any funding should be provided by the Town Council.

An amendment was proposed by Cllr Francis-Pester, seconded by Cllr Little that the Committee arranges for the skatepark rams to be painted in a dark colour covering the current graffiti and that this be done on a regular basis. The amendment was **AGREED** by 3 votes to 2 and as the substantive motion by 4 votes to 0; The Town Clerk to obtain quotations for the painting

ACTION TOWN CLERK

EP09/10 DRAFT LEASE AGREEMENT BETWEEN CLEVEDON TOWN COUNCIL AND NSC IN RESPECT OF THE CHILDREN'S CENTRE; TO MAKE A RESOLUTION TO SIGN AND SEAL THE LEASE.

Members discussed at length the lease which had been circulated with the agenda. Members expressed concern at the confusing wording of lease in respect of "Building", "Property", and "Landlord Property" which at times appeared contradictory of the understood position. Members decided that the Chairman, Vice Chairman should meet

with the officers of North Somerset Council to discuss the details of the lease and report back to the Committee.

ACTION CLLR SHOPLAND, CLLR GARNER, THE TOWN CLERK
EP09/11 QUOTATIONS FOR THE REPAIR OF THE WALL AT THE VILLAGE HALL TO PREVENT DAMP

A copy of the quotation had been circulated with the agenda. It was **RESOLVED** to accept the quotation of £269.

EP09/12 BENCH AGAINST THE COUNCIL WALL, BY THE TOWN CLERK'S OFFICE

In the absence of Cllr Knott and in view of the later discussions concerning the car park layout it was agreed to defer this item to a future meeting.

EP09/13 CAR PARK LAYOUT PREPARED BY NSC HIGHWAYS TEAM

Copy of the proposals by North Somerset Council Highways department and recommendations by the North Somerset Council Parking Manager had been circulated with the agenda. Members felt that the amendments did not resolve the issue of additional parking spaces and did not appear to make full use of the available area.

It was **AGREED** to obtain prices to remove the garden area around the tree and also the garden by the entrance so enlarging the available area.

The Town Clerk would measure the amended car park area and seek alternative layouts.

ACTION THE TOWN CLERK

EP09/14 SECURITY OF THE ELTON WARE HELD IN THE COUNCIL OFFICE

The Town Clerk expressed concern that the display cabinets for the Elton ware did not have any locks and therefore no security. Details of costs and solutions had been circulated with the agenda. Members noted the report and asked that the Insurance Company be approached for advice and also a current valuation of the pieces be obtained.

ACTION THE TOWN CLERK

EP09/15 DETAIL OF CURRENT HIRING AND ANY ADMIN DETAILS OF LETTINGS

The Town Clerk explained that the 2 rooms were well used and hired most days. The office had been running an informal policy of commercial bookings Monday – Wednesday with Thursday and Fridays being used for smaller community groups; Members noted the policy.

Members discussed a request from one hirer for discount on a 2 day hiring; it was **AGREED** to allow 5% discount.

EP09/16 SECURITY OF THE COUNCIL OFFICES AND RECEIVE DETAILS OF THE KEY-HOLDERS; TO AGREE FUTURE SECURITY ARRANGEMENTS

Members discussed the current security arrangements and the use of a company to monitor the building over and above the alarm system. The Company was supposed to visit the building, check and report and cars on site when the building was closed, and respond to alarm calls.

The Town Clerk reported that there was no evidence to support that the checks were being done and the company could not provide and record of those checks. Several times there had been cars, other than the Town Clerks in the car park over night with no reports by the company. The Company had failed to attend any of the alarm calls.

It was **AGREED** to end the contract with Security 2000 at the earliest date.

It was **AGREED** to request the Caretaker to lock the car park gate after the last event of the day and to unlock the gate at 8.30 am on a work day.

EP09/17 UPDATE ON THE REASSIGNMENT OF THE GAS METERS

Members noted the information from the Town Clerk that British Gas had now undertaken all the necessary red tape to reassign the gas meters from 42 and 44 Old Street and that the Town Council would be billed for no 44 as from 24th June 2009.

EP09/18 QUOTATIONS FOR THE REFRAMING AND STORAGE OF PICTURES OWNED BY THE TOWN COUNCIL.

Cllr Shopland having declared a personal interest took no part in the discussion and decision on this agenda item.

Details of the quotations had been circulated with the agenda. The Members inspected the pictures and discussed the layout and of the 3 letters received by the Chairman of Clevedon Urban Council during the war and the picture of HMS Cadmus.

Proposed by Cllr Francis-Pester, seconded by Cllr Dagnall and **RESOLVED** to accept quotation 18/B/ for £220.87 with the amendment that the letters and the picture of HMS Cadmus be re-framed as 2 separate items.

Members noted that all the pictures presented to the Council in respect of the Twinning had been given to the Heritage Centre to display on permanent loan.

It was **AGREED** to provide to the Heritage Centre on permanent loan the large silver tureen presented by Epernay.

EP09/19 QUOTATIONS FOR THE SUPPLY OF AN INSTANT WATER HEATER FOR REFRESHMENTS IN THE KITCHEN

Details of the quotations had been circulated with the agenda. Following a discussion it was proposed, seconded and **RESOLVED** to accept Quote 19/B for £864 plus annual service

EP09/20 QUOTATIONS FOR THE REPAIRS TO 42 OLD STREET

Details of the quotations and specification had been circulated with the agenda. Following a discussion it was proposed, seconded and **RESOLVED** to accept quotation 20/B for £680

EP09/21 QUOTATIONS FOR MOVING OF THE NOTICE BOARD

Details of the quotations and specification had been circulated with the agenda. Following a discussion it was proposed, seconded and **RESOLVED** to accept quotation 21/A for £210

EP09/22 LETTING AGENTS QUOTATIONS FOR THE LETTING OF 42 OLD STREET AND AGREE FUTURE MANAGEMENT

Details of the quotations and specification had been circulated with the agenda. Following a discussion it was proposed, seconded and **RESOLVED** to accept quotation 22/A with the Clerk having authority to agree the rent within a specified range based on the quoted market rent.

EP09/23 QUOTATIONS FOR THE REPAIR OF THE PLINTH IN HERBERT GARDENS

Members discussed the quotations received for the repair to the plinth, which was the base of the Tennis Club hut, and the notification that further work was now required on other areas of the base. It was **AGREED** to obtain prices to completely remove the structure and cap off any service pipes to the site

ACTION THE TOWN CLERK

EP09/24 RESPONSE FROM NSC ON THE CLEAN NEIGHBOURHOODS & ENVIRONMENT ACT 2005 – CHANGES TO DOG CONTROL LEGISLATION

Members noted the response from North Somerset council which had been circulated with the agenda.

EP09/25 DETAILS OF CHRISTMAS/CONTINENTAL MARKETS

The Town Clerk asked that this be deferred as responses had not been received from the companies contacted.

EP09/26 CHAIRMAN ITEMS FOR INFORMATION ONLY –

There were no Chairman's items for information. Member requested that the Millennium Monument be placed on the next agenda.

ACTION THE TOWN CLERK

EP09/27 TO DETERMINE PART I AND PART II ITEMS

It was agreed that agenda item no 6 "Land at Highdale Ave – Solicitors Bill" be placed as a part 1 item as finances involved are greater than £1000.

The meeting finished at 9.00pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date