



CLEVEDON TOWN COUNCIL

44 Old Street, Clevedon, BS21 6BU

Members:

Chairman – Cllr J Geldart

Councillors N. Barton, A Everitt, C. Francis-Pester, A Goodliffe, G. Hill, K O'Brien, J West,
R Westwood & H Young

26 June 2019

Dear Member

You are hereby summoned to attend the **Property Committee** meeting of Clevedon Town Council which will be held in the Committee Room, 44 Old Street, Clevedon on **Wednesday 3rd July 2019 at 7.30pm**

Signed Ms PJ Heath, PSLCC
Town Clerk

PUBLIC PARTICIPATION - Not exceeding 20 minutes, with no more than 5 minutes per individual, dependent on the number wishing to speak, for members of the public to make comment or ask questions.

A G E N D A

1. To receive apologies for absence
2. To elect a Vice Chairman for the year 2019/20
3. To receive declarations of interest for items on the agenda
4. To receive the minutes of the Property Committee held on 6th March 2019
5. To receive detail of budget and expenditure for the Committee 2019/20
6. To agree to the price of £11.11, excluding VAT, including postage for a fire blanket for No. 42 Old Street
7. To agree to the price of £45.92 including VAT, for approximately 7m of black sealing strip for the front door of No. 42 Old Street
8. To formally ratify the quote to replace a faulty emergency light fitting at the Council Offices
9. To discuss and agree to quotes received for a tree survey to be conducted of the land between Highdale Avenue and Highdale Road (quotes attached)
10. To arrange a site meeting of Committee members for a walk around and inspection of the Herbert Gardens following a report of overgrown trees alongside Herbert Road
11. To confirm the specification to obtain costings and drawings for the refurbishment to the Village Hall building
12. To confirm the specification to obtain quotes for repairs to the front porch of the Council Offices
13. Skatepark:
 - 13.1 To receive an update on the Skatepark project
 - 13.2 To confirm the transfer of ring-fenced funds to the Skatepark project bank account, currently held by Clevedon Town Council
 - 13.3 To confirm the specification for the skatepark and pump track to go to tender
14. Chairman's Items for information only
15. To determine Part I and Part II items

Next Property meeting 28th August 2019

Members are reminded that they must declare a prejudicial or personal interest as soon as it becomes apparent in the course of the meeting.

Members are reminded that under standing orders all mobile phones and communication devices must be turned off.

Agenda Item 9 - To discuss and agree to quotes received for a tree survey to be conducted of the land between Highdale Avenue and Highdale Road

Company A – To provide a tree inventory survey using visual tree assessment technique detailing all trees on site between Highdale Avenue and Highdale Road. Provide arboricultural advice and phased management as required.

Cost - £1830.00

Supply and fit numbered tree tags to each tree on site

Cost - £154.00

Total cost - £1984.00

Company B – To conduct a tree survey to include; tree ID, species, approx. height, age, observations/findings, recommendations, priority of works, price to carry out these works, map with trees identified.

Total cost - £350.00 + VAT

Company C – To conduct a tree survey to include; identification of defects and diseases noted at time of inspection; detailed risk assessment of prominent trees with obvious defects in high target areas using Quantified Tree Risk Assessment (QTRA), recommended tree works to reduce any risk posed by the trees to an acceptable level as defined by the HSE, tree management plan to encompass both present and future management and for all trees to be digitally plotted on a base plan of the site.

Total cost - £750.00 + VAT

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