

CLEVEDON TOWN COUNCIL
MINUTES OF THE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL OFFICES,
44 OLD STREET, CLEVEDON ON WEDNESDAY 3RD JULY 2019 AT 7.30PM

Present: Cllr J Geldart – Chairman
 Councillors N Barton, A Everitt, A Goodliffe, C Francis-Pester, G Hill,
 J West & R Westwood
 Town Clerk – Mrs P Heath
 Deputy Town Clerk – Mrs S Howard

In attendance: Cllr B Hatch and one member of the public

PR 19/333 APOLOGIES FOR ABSENCE

Apologies were received and noted from Cllr K O'Brien and Cllr H Young

PR 19/334 TO ELECT A VICE CHAIRMAN FOR THE YEAR 2019/20

The Committee PROPOSED, SECONDED and **AGREED** to elect Cllr J West as Vice-Chairman of the Property Committee for 2019/20.

PR 19/335 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

There were no declarations of interest for items on the agenda

PR 19/336 TO RECEIVE THE MINUTES OF THE PROPERTY COMMITTEE MEETING HELD ON 6TH MARCH 2019

Proposed, seconded and **AGREED** minutes of the Property Committee held on 6th March 2019

PR 19/337 TO RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE 2019/20

Committee members noted the finance report as circulated with the agenda.

PR 19/338 TO AGREE TO THE PRICE OF £11.11, EXCLUDING VAT, INCLUDING POSTAGE FOR A FIRE BLANKET FOR NO. 42 OLD STREET

Committee members proposed, seconded and **AGREED** to the price of £11.11 for a fire blanket for No. 42 Old Street.

PR 19/339 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

Committee members proposed, seconded and **AGREED** to the price of £45.92 for 7 metres of a black sealing strip for the front door of No. 42 Old Street.

PR 19/340 TO FORMALLY RATIFY THE QUOTE TO REPLACE A FAULTY EMERGENCY LIGHT FITTING AT THE COUNCIL OFFICES

Committee members proposed, seconded and **AGREED** to the price of £198.00 for the replacement emergency light fitting at the Council Offices

PR 19/341 TO DISCUSS AND AGREE TO QUOTES RECEIVED FOR A TREE SURVEY TO BE CONDUCTED OF THE LAND BETWEEN HIGHDALE AVENUE AND HIGHDALE ROAD

Following a discussion and at the request of the Committee, details of the companies were given.

Committee members proposed, seconded and **AGREED** to the description of works and price from Company B.

PR 19/342 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

Committee members **AGREED** to a walkaround, visual check of concerns raised by neighbouring resident and inspection of Herbert Gardens on the 28th August 2019 at 6.00pm. The Property Committee meeting will be held at the Council Offices at 7.30pm, following the site meeting.

NSC will be contacted to ask for the road signs in Herbert Road to be cleared of foliage.

PR 19/343 TO CONFIRM THE SPECIFICATION TO OBTAIN COSTINGS AND DRAWINGS FOR THE REFURBISHMENT TO THE VILLAGE HALL BUILDING

Committee members asked that 'sub-contractors' be included under Item 3.2 – Insurance. The rest of the specification was **AGREED** by Committee members.

PR 19/344 TO CONFIRM THE SPECIFICATION TO OBTAIN QUOTES FOR REPAIRS TO THE FRONT PORCH OF THE COUNCIL OFFICES

Committee members asked that 'sub-contractors' be included under Item 4.2 – Insurance. The rest of the specification was **AGREED** by Committee members.

PR 19/345 SKATE PARK

345.1 TO RECEIVE AN UPDATE ON THE SKATEPARK PROJECT

The Town Clerk advised Committee members that the charity was now set up, under the name of the 'Clevedon Skate Project Trust', (CSPT), with its own bank account. The CSPT held two fundraisers at the Curzon and collected spare change in buckets. Card payments are now acceptable and CSPT are selling skateboarding related t-shirts that provide a small profit. CSPT received a grant from Quartet which has allowed CSPT to provide training to coaches. Following the training, the coaches supervised some skateboarding skills to children. CSPT hope to run another fundraiser event with the Curzon later in the year.

NSC have agreed in principal to lease the land between the Skatepark and the multi-use games area (MUGA).

Once actual costs have been ascertained for the skatepark and pump track project, then CSPT can apply for more grants etc.

345.2 TO CONFIRM THE TRANSFER OF RING-FENCED FUNDS TO THE SKATEPARK PROJECT BANK ACCOUNT, THAT ARE CURRENTLY HELD BY CLEVEDON TOWN COUNCIL

The Town Clerk confirmed that the Service Level Agreement (SLA) has been signed by the Skatepark Committee. Committee members **AGREED** to the transfer of ring-fenced monies that are held by Clevedon Town Council

345.3 TO CONFIRM THE SPECIFICATION FOR THE SKATEPARK AND PUMP TRACK TO GO TO TENDER

Committee members **AGREED** to the specification for the skatepark and pump track to go to tender. The Town Clerk confirmed the tender will be submitted to Contract Finder at the end of July 2019. The deadline for tenders will be the end of August 2019. A meeting will then be arranged comprising of a few Councillors and members of the Trust to agree to a preferred contractor.

PR 19/346 CHAIRMAN ITEMS FOR INFORMATION ONLY

There were no Chairman's Items

PR 19/347 TO DETERMINE PART I OR PART II ITEMS

There are no Part I items. All other agenda items are Part II

Meeting closed at 8.29pm

CHAIRMAN DATE