

**CLEVEDON TOWN COUNCIL**  
**MINUTES OF THE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL OFFICES,**  
**44 OLD STREET, CLEVEDON ON WEDNESDAY 25<sup>TH</sup> JULY 2018 AT 7.30PM**

Present: Cllr J Geldart – Chairman  
 Councillors N Barton, C Francis-Pester, L Little, J Middleton & D Shopland  
 Deputy Town Clerk – Mrs S Howard

**PR 18/268 APOLOGIES FOR ABSENCE**

Apologies were received and agreed from Cllr G Hill.

**PR 18/269 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda.

**PR 18/270 MINUTES OF THE PROPERTY COMMITTEE**

Proposed, seconded and **AGREED** minutes of the Property Committee held on 6<sup>th</sup> June 2018 and were signed by the Chairman as a true record. To be ratified by Full Council on 22<sup>nd</sup> August 2018.

**PR 18/271 TO RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE**

Members noted the finance report as circulated with the agenda.

**PR 18/272 TO RECEIVE QUOTES FOR WOOD WORK TO 42 OLD STREET AND AGREE ORDER**

Members received and noted the quote as circulated with the agenda. The Committee undertook a site visit, following the comments of one Councillor it was agreed to obtain more extensive quotes than that provided. Members noted that the extensive work would be considerably more expensive.

Members **AGREED** to authorise the Committee Clerk to obtain a fully costed schedule of works to the building by a qualified structural engineer. **Action – Committee Clerk**

**PR 18/273 TO RECEIVE QUOTES FOR POSSIBLE REPLACEMENT OF INSTANT HOT WATER BOILER AT COUNCIL OFFICES**

Members noted the quotations that had been circulated with the agenda and requested further clarification regarding disposal and call out charges. **Action – Committee Clerk**

**PR 18/274 TO AGREE TO A BUDGET OF UP TO £25.00 FOR THE PURCHASE OF SHRUBS/PLANTS FOR THE COUNCIL OFFICES GARDEN**

Proposed, Seconded and **AGREED**, to the budget of £25.00 for the purchase of shrubs/plants on the proviso that they are not purchased and planted until the Autumn.

**PR 18/275 TO RECEIVE GAS BOILER SERVICE AND DISCUSS COMMENTS REGARDING REPLACEMENT OF BOILER AT THE COUNCIL HOUSE**

Members noted the need for a new boiler as per the service report which indicates that the boiler will need replacing. Members discussed the replacement. It was noted that this would be in the 2019/2020 budget.

**PR 18/276 TO RECEIVE UPDATE REGARDING THE PAT TESTING OF ALL COUNCIL ELECTRICAL EQUIPMENT**

The Committee Clerk confirmed the PAT testing of all office equipment will take place on 26 July 2018.

**PR 18/277 TO RECEIVE UPDATE REGARDING THE TRIANGLE ENTRY SIGN POSTS PLANNING APPLICATION AND ASSOCIATED COST**

The Committee Clerk confirmed a submission was made to NSC, which is now on-line, application no. 18/P/3680/ADV. The cost for submitting the application was £66.00 and it will be discussed at the next Planning Committee meeting on the 1 August 2018.

**PR 18/278 TO RECEIVE UPDATE OF ELECTRICITY CONTRACT FOLLOWING END OF CURRENT PLAN ON 31 JULY 2018**

Members noted the electronic vote and confirmed that the Council will stay with their current supplier until 31 July 2020.

**PR 18/279 SKATEPARK – TO RECEIVE REPORT FROM THE COUNCILS REPRESENTATIVES ON THE STEERING & FUNDING GROUPS**

Councillor Francis-Pester advised the Committee the group should have a new name following the school holiday. Work is also continuing with funding/grant making trust requests.

**PR 18/280 TO RECEIVE QUOTES FOR WORKS TO HERBERT GARDENS TREES AND AGREE ORDER**

Members noted the urgent works required in Herbert Gardens as specified by the arboriculturist. As the trees cover the footpaths in the park, members decided that they want to have a site visit before authorising the works. It was **AGREED** that a long-term vision for the Herbert Gardens be compiled and that the Friends of Herbert Gardens be asked to assist.

**PR 18/281 CHAIRMAN ITEMS FOR INFORMATION ONLY**

There were no Chairman's items for information

**PR 18/282 TO DETERMINE PART 1 AND PART 2 ITEMS**

There were no part 1 items

Meeting closed at 8.45pm

CHAIRMAN ..... DATE .....