

CLEVEDON TOWN COUNCIL**PROPERTY COMMITTEE**

Minutes of the Property Committee meeting held in the Council House, 44 Old Street, Clevedon at 7.30pm on Wednesday, 18 March 2009.

Present: Cllr D Shopland – Chairman in the Chair
Cllrs C Francis-Pester, R Garner, L Little, J Middleton.
Mrs P Heath – Town Clerk, Mrs I Johnson – Committee Clerk.

Apologies: Cllr P McNeill – family commitments.

PC/09/15 MINUTES of Property Committee meeting held on 28 January 2009 were approved as a true record and signed as such by the Chairman.

PC/09/16 DECLARATIONS OF INTEREST – None were made.

Min No.		Action
PART 2 items – ACTIONS TAKEN BY THE COMMITTEE UNDER DELEGATED POWERS		
PC/09/17 17.1	<u>CLEVEDON CHILDREN'S CENTRE/THE BARN</u> PC/09/03 LOSSES/COSTS TO YOUTH CLUB & OTHER USERS OF THE BARN AS A RESULT OF WORKS – The Manager of the Barn had Confirmed there were no losses.	
17.2	SCHEDULE OF CONDITION This had been provided by West Country Property. Concern that the report was an inventory rather a schedule detailing the current condition of the building. RESOLVED: To ask West Country Property to provide details of the condition of the building and fittings inside and outside.	Office to action
17.3	PARTY WALL STRUCTURE NOTICE NSC has asked that the Town Council sign a consent to the works to the party wall in connection with the Children's Centre. NSC had explained that Weston Area Health Authority required written consent to the work that had been carried out. RESOLVED: To sign this document when the agreement is finalised.	Office to action
17.4	BUILDING INSURANCE FOR THE BARN NSC confirm they will insure the whole building. The Town Council to reimburse NSC for building insurance for The Barn. Clarification required as to areas of liability. The Town Council to insure the contents of The Barn. RESOLVED: 1. To ask NSC for clarification of the buildings insurance. 2. To inform the Town Council insurers of the new insurance arrangements for The Barn.	Office to action
PC/09/18 18.1	<u>42 OLD STREET</u> PC/09/07 MAINTENANCE Only one quotation received to date. RESOLVED: To follow up the other quotations.	Office to action
PC/09/19	<u>42 & 44 OLD STREET – GAS METERS</u> PC/09/08 Despite numerous telephone calls to British Gas no progress had been made to date. The Clerk had now written to the Chief Executive of British Gas. RESOLVED: To follow up letter to Chief Executive if no reply in 14	Office to

	days.	action
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PC/09/20	<u>COUNCIL HOUSE SECURITY</u> A security company had been employed for sometime to visit the premises in the evenings and weekends and contact named people when the security alarm is set off. It was agreed to review this service. RESOLVED: To write to the company and ask for a schedule of visits carried out since the start of the agreement.	Office to action
PC/09/21	<u>LAND BETWEEN HIGHDALE ROAD AND HIGHDALE AVENUE</u> PC/09/05 The Town Council's Solicitor had submitted an invoice for the legal work. RESOLVED: To ask the Solicitor to differentiate between work carried out in respect of the adverse possession issue and therefore part of NSC costs and work on behalf of Clevedon Town Council.	Office to action
PC/09/22	<u>REPAIR OF CHAIRMAN'S CHAIR</u> The arm of the chair had been repaired in the past but now required professional repair work. RESOLVED: To obtain quotations.	Office to action
PC/09/23	<u>44 OLD STREET – INSTANT HOT WATER BOILER</u> This year had seen a significant increase in bookings for the Council House and the purchase of an instant hot water boiler could assist with health and safety and time spent preparing for bookings. Most halls in the town now have this facility. RESOLVED: To obtain costing.	Cllr Garner/ Office
PC/09/24	<u>CURRENT PROPERTY COMMITTEE BUDGET & 2009/10</u> Members were pleased to receive the report which gave a breakdown of the committee budget balance at the end of this financial year. RESOLVED: <ol style="list-style-type: none"> 1. General Market income to be included in Environment & Planning Committee budget. 2. Clerk to investigate electricity costs for the Clock Tower. 3. To review the Committee budget throughout the Year. 	Office to action
PC/09/25	<u>SKATE PARK MAINTENANCE REPORTS</u> The weekly inspection sheets had reported no problems apart from damage to a litter bin. RESOLVED: Clerk to inspect the litter bin.	Office to action
PC/09/26	<u>44 OLD STREET – REVIEW CAR PARKING ARRANGEMENTS</u>	Next agenda
APPROVED AS A TRUE RECORD CHAIRMAN:.....		
The meeting finished at 8.42 pm DATE		