

CLEVEDON TOWN COUNCIL
MINUTES OF THE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL OFFICES,
44 OLD STREET, CLEVEDON ON WEDNESDAY 12TH AUGUST 2015 AT 7.25

Present: Councillor D. Shopland – Committee Chairman
 Councillors: - J. Cook, L. Little, J. Middleton.
 Town Clerk – Ms Paula Heath
 In Attendance Cllr G Hill, Cllr G Watkins

Members agreed the early start as all committee members were present that were attending, and agreed to open the public session at 7.30 if any member of the public arrived.

PR 15/25 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Francis-Pester (work commitment)

PR 15/26 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

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

PR 15/27 MINUTES OF THE PROPERTY COMMITTEE

Proposed, seconded and **AGREED** that the minutes of the Property Committee held on 17th June 2015 and ratified by Council on 24th June 2015 were signed by the Chairman as a true record.

PART 1

PR 15/28 RECEIVE QUOTATIONS TO REPAIR THE BOUNDARY WALL AT THE COUNCIL OFFICES.

All members of the Committee inspected the boundary wall and the areas of damage especially on the wall between No's 42 and 40 Old Street. Members were informed of the reports from the stonemasons as to the damage of the wall and the remedial steps need to prevent further damage and possible collapse of the wall. Members also discussed the wall that has been part removed between the Council Offices and the former Brunel Engraving offices, it was felt that this should be removed, as much as practical, as there was already a wall behind it. The Chairman raised the point of ownership of the wall and the neighbour's permission to enter their garden to rebuild that section; the Town Clerk confirmed that the neighbour had already given permission and it is understood that the wall, which is listed, is within the Councils ownership. Members discussed the quotations received, and agreed a preferred contractor. It was **AGREED** not to make an insurance claim as it was felt that the £1000 excess and possible increase in premiums would outweigh the finances of the wall repair and rebuild.

Proposed, seconded and **RECOMMENDED to COUNCIL** that 1) the Council allocates from reserves a sum to rebuild/repair and repoint the sections of the boundary wall from the picket fence at no 42 around to where it abuts the rear of the Town Council offices; The work to be done prior to the winter storms.

- 2) The budget being the agreed quote of £4920 plus an agreed contingency sum pending issues arising during the work, subject to confirmation that the wall is in the Councils ownership and not a party wall.
- 3) That the contingency sum only is released under the authorisation of the Chairman of Property, Chairman of Finance and Chairman of the Council.
- 4) That all the stones removed from the walls are either reused within the wall or retained by the Council for future repairs.

PR 15/29 RECEIVE DETAILS OF VALUATION OF CUPS AND SHIELDS

Members were informed that the cups and shields had been valued by Clevedon Auctions and had no resale or scrap value.

Proposed, seconded and **RECOMMENDED to COUNCIL** that the Council agrees to the large cup donated by the Mercury newspaper is returned to them and all the other cups are either given to a charity shop or disposed of. The shields are retained by the Council for future reuse.

PART 2

PR 15/30 RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE

Members noted the finance report as circulated with the agenda

PR 15/ 31 RECEIVE UPDATE ON REPAIR WALL IN HERBERT GARDENS AT THE REAR OF NO 19 LINDEN ROAD.

Members were given details of the correspondence sent to the property owner and noted that no response had been received. It was **AGREED** any future correspondence would be sent by recorded delivery. Members **AGREED** to defer this item until the required letter of response has been received.

PR 15/32 RECEIVE UPDATE ON THE HERBERT GARDEN TOP ENTRANCE ON HERBERT ROAD ACCESS BARRIER.

In response to a question the Town Clerk reminded members that this had been raised by the Friends of Herbert Gardens in response to residents and users concerns at young children being able to run out of the park onto the road or into parked vehicles at this entrance. There had been no reported incidents at this gateway but was felt by users and residents to be a danger.

The Town Clerk explained that the Highways Team had been contacted in respect of placing a barrier at the kerb edge. The legal required distance from the gate to the inside kerb edge should be 1.5meters to enable access by wheelchairs and buggies, the footpath width at that point is below 1 meter. The access officer at NSC had advised that the easiest and cheapest method would be to install chicaned barriers inside the park entrance thereby allowing access for disabled users but preventing children from running straight out as they would have to run around the ends of the barriers.

Members discussed the advice from the officers but felt that the barriers would not prevent the children from running out of the park and as there had been no reported incidents they **AGREED** by 3 votes to 1 to take no further action.

PR 15/33 RECEIVE UPDATE ON THE VILLAGE HALL REPAIRS AND NOTICEBOARD.

Members were informed that the work to the rear of the Village Hall had been completed and only inspected from the riverbank. The damaged Perspex in the noticeboard had been removed.

PR 15/34 RECEIVE UPDATE ON THE HIGH LEVEL WINDOWS REPAIRS.

Members were informed that the work to the high level windows had been completed; the work had not been inspected in situ as no Councillor was available to climb the scaffolding ladder once the job was completed.

The Chairman raised the issue of checking repair work once it was completed in areas of limited accessibility, appreciating that Councillors or the Clerk were not always able physically to inspect the completed work. It was **AGREED** that in future when repair or maintenance jobs had restricted access a competent person would be employed to carry out the final checks of the project.

PR 15/35 RECEIVE QUOTATIONS TO CARRY OUT THE ANNUAL SAFETY CHECKS FOR THE EMERGENCY LIGHTS, FIRE EXTINGUISHERS AND FIRE SYSTEMS.

Members discussed the quotations as circulated proposed, seconded and **AGREED** to appoint company B to carry out the work.

PR 15/36 RECEIVE NOTIFICATION OF COMPENSATION FROM BRITISH GAS RE COUNCIL OFFICES SUPPLY

The Town Clerk explained the background and informed members that a sum of £400 had been received as compensation; members thanked the Town Clerk for securing the compensation.

PR 15/37 RECEIVE UPDATE ON REPLACEMENT BATHROOM WINDOW.

Members were informed that the window has now been painted shut, ventilation coming from an integral fan. It was **AGREED** to defer any work on the window until the current tenancy ceases.

PR 15/38 RECEIVE FOLLOW UP REPORT ON REPAIRS TO SKATE PARK

Members were informed that the work to the skate park had been completed. Members were informed that the recommendation from the contractor and best practice within the industry was that the ramps were painted annually with antiskid paint. It was **AGREED** to include an annual painting of the antiskid paint in the budget.

PR 15/39 RECEIVE UPDATE ON REQUEST TO PAINT PANELS AT THE SKATE PARK

Members were informed that the Alliance Homes Volunteers no longer wished to undertake the project. It was **AGREED** to approach the 'payback' team with the paint being funded by the skate-park maintenance budget, it was also agreed to obtain costs from a professional painter in case the 'payback' team are unable to undertake the work. It was **AGREED** that the panels should be painted before the winter.

PR 15/40 NOTIFICATION OF URGENT EXPENDITURE

There are no items of notification of urgent expenditure as under financial regulation 3.4.

PR 15/41 CHAIRMAN'S ITEMS FOR INFORMATION

There are no Chairman's items of information

PR 15/42 TO DETERMINE PART 1 AND PART 2 ITEMS

There were 2 part 1 items agenda item 9 repairs to the boundary as outside of the Committee budget and agenda item 12 as it requires a committee decision.

Meeting closed 8.05pm

After the meeting closed Cllr Hill asked to join the committee; he was advised to petition the Council

CHAIRMAN DATE