

CLEVEDON TOWN COUNCIL

**MINUTES OF THE SUB-COMMITTEE SALTHOUSE FIELDS TENNIS COURTS
REPORT TO THE TOWN EVENTS & AMENITIES COMMITTEE OF THE MEETING HELD
ON MONDAY 17th February 2014 AT 10.00 AM IN THE COUNCIL HOUSE, 44 OLD
STREET.**

PRESENT: Cllr G Watkins - Sub-Committee Chairman;
Cllrs J Geldart, L Little, A Shopland, Ms Paula Heath Town Clerk

STC/14/53 DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

STC/14/54 MINUTES

The minutes of the Sub-Committee meeting held on 27th January 2014 were approved and signed by the Sub-Committee Chairman.

**STC/14/55 CONSIDER THE DRAFT HEADS OF TERMS OF LEASE PRIOR TO THE
TOWN EVENTS & AMENITIES COMMITTEE ON 19TH FEBRUARY 2014**

A copy of the Heads of Terms had been circulated to all Sub Committee Members prior to the meeting. The Sub Committee discussed the document and made the following comments for consideration by the Town Events & amenity committee on 19th February 2014.

Parties – Agreed

Demised Premises – Agreed

Members discussed the hut but felt this should be discussed further after a site visit to establish its condition, and does not form part of this lease.

Term – Agreed, to end at the same time as the Multi Use Games Area

Rent – Agreed

Rent Review – Agreed

Permitted Use –. It was **AGREED** to request the removal of the word “only”

Break Clause – Members discussed the inclusion of a break clause. It had been discussed verbally with NSC officers that the Town Council could give back the courts if they proved unviable. Members **AGREED** not to recommend a Break Clause

Rights Reserved – These are standard clauses

Repairs and Maintenance – Agreed subject to the acknowledgement of the current condition of the Tennis Courts and the fence

Alterations, Additions, & Improvements – Agreed

Outgoings – Agreed

Indemnity – Agreed. The Town Councils current Public Liability is £10 million rising to £15 million in May. Members had previously discussed the Insurance Liability that could arise from the users of the Court and any impact that may have on the Insurance Premiums.

On the advice of the Town Clerk it was agreed to establish a suitable cleaning routine and checking of the Courts to ensure that any problems are identified early and measures taken to resolve the issue; **AGREED** once a weekly cleaning and checking to be organised with the NS Rangers Service.

Alienation and Sub Letting – Agreed

Vat – the Town Clerk explained the reason behind this clause, Members noted the response from NSC.

Energy Performance Certificate – Agreed although members were at a lost to understand why this was needed at this stage as there is no electrical equipment on site.

Costs – Members were concerned about the wording on this item. It was agreed that each side would pay their own legal cost in respect of the lease; it is anticipated that the lease cost for the Town Council would be about £600 - £700. But no mention had been made previously of the surveying and legal costs arising from the terms of the Lease. Members asked that this be clarified and an itemised list be provided before any payment made or action authorised.

Additional areas

Members felt that a clause concerning the handing back of the courts to NS at the end of the lease should state that they will be handed back in the condition they were at the point of signing the lease or better. This takes into consideration the fact that the Tennis Courts and Fence is in need of considerable work to bring them back to a high standard. Members felt that a condition survey should be undertaken to record the current situation

The Heads of Terms with the above adjustments will be **RECOMMENDED** to the TEA Committee. Once the TEA has agreed the Heads of Terms, NSC will be asked to draw up the Draft Lease which will be sent to the Solicitors for checking. The Lease will then be presented to Council for ratification. The intention is for this ratification to be at the 12th March 2014 Council meeting.

STC/14/56 EMAIL FROM NSC CONCERNING QUERIES RAISED ON THE DRAFT HEADS OF TERMS OF LEASE.

Members noted the information in the email that had resulted in the amended Heads of Terms considered above.

STC/14/57 FENCING QUOTATION – ADDITIONAL GATE STC/14/48 – SUB-COMMITTEE CHAIRMAN TO REPORT.

Members noted that amended quotation for the Fence to incorporate additional fencing and entry gate to enable the Single court to be separated from the double Court. This was still within the £15000.00 allocated under the Community Infrastructure Grant. It is **RECOMMENDED** to TEA that the amended quotation be accepted.

In response to a question the Town Clerk advised that if the fence and gate quotation recommendation is accepted by the TEA Committee, the contractor could be informed and the work scheduled in but with the proviso that the total project has to be ratified by Council before actual work could be undertaken

STC/14/58 CHAIRMANS ITEMS FOR INFORMATION

Princess Road Tennis Club – Members noted the article in the local paper on their search for members.

Entry Mechanism – The Chairman and Cllr Geldart would look at options for the phase II of the project and provide a report on the options and future administration of the mechanisms to a future TEA Committee Meeting.

Cllr Shopland would discuss funding for the entry mechanisms with the Chairman of NSC.

STC/14/59 DATE OF NEXT MEETING

It was **AGREED** to hold a site meeting on 3rd March 2014 at 10am at the Tennis Courts, to walk the area, check the playing surface and the condition of the shed. A subcommittee meeting will be arranged for after the 12th March Council meeting to either carry the project forward if the lease has been agreed or arrange contingency measures if the lease is delayed.

The meeting finished at 10.55 am

APPROVED AS A TRUE RECORD

CHAIRMAN:.....

DATE: