

CLEVEDON TOWN COUNCIL
MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE MEETING HELD IN
THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON ON WEDNESDAY 16TH
JANUARY 2013

PRESENT: Councillors B Garner. Committee Vice Chairman
C Francis-Pester L. Little, P. McNeill, J Middleton,
Town Clerk – Ms P. Heath,
In Attendance Councillor B Hatch

EP 13/278 APOLOGIES FOR ABSENCE

Apologies were received and approved from Councillors C Bussey, C Hall and Cllr N Pennycott both due to another meeting commitment plus Cllr D Shopland due to illness.

EP 13/279 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

Personal interest declared by Cllr Garner as a member of the YMCA management committee.

EP 13/280 RECEIVE AND AGREE THE MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE HELD ON 14TH NOVEMBER 2012

The minutes of the last meeting held on 14th November 2012 and ratified at the Council meeting held on 28th November 2012 were **AGREED**.

EP 13/281 TO RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE,

Members noted the budget that had been circulated with the agenda. The Committee Chairman explained the position concerning the Trust Accounts and the relationship to the Councils accounts and processes

EP 13/282 TO RECEIVE UPDATE ON VILLAGE HALL REPAIRS AND AGREE PAYMENT TO STRUCTURAL ENGINEER

The Town Clerk explained to members that all the scheduled repairs had been completed plus the additional work agreed. The CAB had moved back into the Village Hall. An area of future concern had been raised by the builder and engineer on the roof and the lack of suitable lining. Following a discussion it was agreed to monitor over the next year but obtain a cost for the work for future reference. Proposed seconded and **AGREED** to pay the Engineers fee of £750.

EP 13/283 TO RECEIVE UPDATE ON THE HEATING PROBLEMS AT THE COUNCIL OFFICES.

Members were informed that due to a fault in the boiler this had been switched off over the Christmas Period and repaired at the beginning of January. The Company undertaking the Control Panel replacement would be meeting with the Town Clerk on the coming Friday to arrange the timescale of the work.

EP16th January 2013

13/03/2013

SUBJECT TO RATIFICATION BY THE COMMITTEE AND COUNCIL

EP 13/284 [12/270] TO RECEIVE UPDATE ON LAND AT HIGHDALE

Members were informed that a letter had been sent to the YMCA after the last Committee Meeting there had been no response. The Vice Chairman as the Council's Representative explained that Mr Foster had been very busy. It was **AGREED** to revisit this at the next meeting.

EP 13/285 TO AGREE BUDGET AND SCHEDULE FOR REDECORATING NO 42 OLD STREET, TO AGREE DESIGNATED RESPONSIBILITY TO CHAIRMAN, VICE CHAIRMAN AND ANOTHER COUNCILLOR TO AGREE QUOTATION UP TO THE BUDGET LIMIT.

Members discussed the quote by the Engineer used for the Village Hall to provide: a prepared schedule of work to be carried out; obtain tenders for the work; administer the contract for a cost of £525. Proposed seconded and **AGREED** to accept the cost and for the Vice Chairman and the Town Clerk to work with the Engineer on the schedule of works to ensure that council's requirements are covered including the refit of the Kitchen and Bathroom, the removal of unnecessary wires, telephone points and pipes, the removal of the bars and sealing and necessary work to the stonework around the windows.

It was **AGREED** that the Chairman, Vice Chairman, Chairman of Council and the Town Clerk would work with the Engineer on assessing the tenders and responses and provide a recommended contractor to the next Committee Meeting for approval.

EP 13/286 TO AGREE THE REPAIR AND REPAINTING OF THE SKATEPARK RAMPS FROM CURRENT YEAR'S BUDGET, WITH AGREEMENT TO TRANSFER FROM WITHIN THE COMMITTEE BUDGET TO COVER ANY SHORTFALL.

Proposed seconded and **AGREED** to request Fearless Ramps who installed the skate park and undertaken the previous repairs to paint the ramps with the Anti-slip paint and undertake the minor repairs indicated on the weekly safety check. The budget 4205/404 be used and any additional budget being transferred from within the E & P Budget at year end.

EP 13/287 CHAIRMAN ITEMS FOR INFORMATION ONLY

There were no Chairman's items for information

EP 13/288 TO DETERMINE PART I AND PART II ITEMS.

There were no Part 1 items

The meeting finished at 7.55 pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date