

CLEVEDON TOWN COUNCIL
MINUTES OF THE PROPERTY COMMITTEE MEETING HELD IN THE COUNCIL OFFICES,
44 OLD STREET, CLEVEDON ON WEDNESDAY 24TH MAA Y 2017 AT 7.3PM

Present: Chairman – Cllr J. Geldart
 Councillors N. Barton, C. Francis-Pester, G. Hill, L. Little, J. Middleton,
 Town Clerk – Ms Paula Heath

PR 17/168 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr D. Shopland (another commitment)

PR 17/169 TO ELECT A VICE CHAIRMAN FOR THE YEAR 2017/2018

Members noted the Town Council's standing order 1.ee and that the Committee had run without a Vice Chairman for 2016/17 year. Following a discussion it was agreed the Property Committee would not appoint a Vice Chairman for 2017/2018.

PR 17/170 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

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

PR 17/171 MINUTES OF THE PROPERTY COMMITTEE

Proposed, seconded and **AGREED** that the minutes of the Property Committee held on 22nd March 2017 and ratified by Council on 5th April 2017 were signed by the Chairman as a true record.

PR 17/172 RECEIVE DETAIL OF BUDGET AND EXPENDITURE FOR THE COMMITTEE

Members noted the finance report as circulated with the agenda.

PR 17/173 TO RETROSPECTIVELY CONFIRM THE COST FOR INSTALLATION OF THE NOTICEBOARDS AT COUNCIL OFFICES AND VILLAGE HALL

Members noted the information, and responses, that had been circulated on 21st April 2017 for the 3 quotes for the installation of the noticeboards.

Proposed, seconded and **AGREED** to retrospectively confirm the decision made by Committee members to accept company B at a cost of £180.

PR 17/174 TO RECEIVE ANNUAL FIRE SAFETY CHECK REPORTS; TO AGREE EXPENDITURE ON ITEMS FOR REPLACEMENT.

Members noted the report and the failure of one of the detectors

Proposed, seconded and **AGREED** to accept the cost of replacing the failed detector at a cost of £75

PR 17/175 TO AGREE RETROSPECTIVE PAYMENT FOR THE REPAIR OF THE LOOSE PANELS AT THE SKATE PARK AS PER THE EMAIL ON 30.03.2017

Members were informed that the panels required fixing as some were lifting the Chairman of the Committee at that time had agreed the payment to undertake some welding on the site.

Proposed, seconded and **AGREED** to retrospectively agreed the cost to weld damage plates at a cost £295.00

PR 17/176 TO DISCUSS AND MAKE DECISION ON POSSIBLE CHANGE TO WATER COOLER PROVISION AT THE COUNCIL OFFICES.

Members noted the costs of the current service and those from a proposed supplier that had been circulated with the agenda. Proposed, seconded and **AGREED** to change suppliers for the water cooler from Eden Water to Thirstywork.

PR 17/177 TO DISCUSS REQUEST FOR USE OF THE SKATE PARK BY MR N WHYIE – EMAIL ATTACHED

Members discussed the proposal by Mr Whylie for use of the skatepark on 9th June; Members were happy to approve the use.

PR 17/178 TO DISCUSS THE FUTURE MAINTENANCE AND LIFE OF THE SKATEBOARD PARK; TO DISCUSS POSSIBLE REDESIGN AND REBUILD OF THE SKATE RAMPS.

This had been passed over from the TE & A committee. Members appreciated the lifespan of the current equipment and the increase in maintenance. It was **AGREED** to ask the youth worker based at the Barn, with a representatives of the users to talk to the Committee at the next meeting on 19th July with a view to getting ideas for the remodelling of the park within its current boundaries. It was **AGREED** to ask Mr Whylie to attend to explain his experience of fund raising for the skatepark in Nailsea.

Proposed, seconded and **AGREED** That the Committee working with users, youth workers and members from the local community to investigate the feasibility to create a revamped design of the skatepark and obtaining the funding required for the building the final design.

Proposed, seconded and **AGREED** that the Committee investigates the feasibility of creating an additional smaller skatepark for use of the under 10s as requested by the schools groups in 2016.

The Town Clerk would obtain information from companies specialising in skate & wheel parks of possible design and estimated costings for consideration at a future meeting.

PR 17/179 TO RECEIVE TREE SURVEY OF HERBERT GARDENS, TO AGREE SPECIFICATION FOR QUOTING OF PHASE 1 WORK.

Members agreed the draft specification that had been circulated with the agenda, subject to an amendment of the time scale. Following a discussion it was **AGREED** that the specification would be :- Phase 1 – work allocated as 6 months to be completed Autumn

2017; Phase 2 work allocated as #12-18months in Feb/March 2018; Phase 3 work allocated as 12 – 18month Feb/March 2019.

A report was made by a Councillor of a branch that had fallen on to two cars; no report or contact had been made with the office by the car owners.

PR 17/180 TO RECEIVE MINUTES OF THE FRIENDS OF HERBERT GARDENS COMMITTEE 11TH MARCH 2017/6TH MAY 2017

Copies of the minutes had been circulated with the agenda and were noted by the Committee.

Proposed, seconded and **AGREED** that Cllr Carl Francis-Pester would continue to act as the Committee representative on the Friends of Herbert Gardens.

Members noted the planned events; the Town Clerk would check the Public Liability insurance, health and safety policy held by the Friends and obtain a copy of the risk assessments carried out for each event.

PR 17/181 TO RECEIVE DETAILS OF THE PROPOSAL TO INSTALL EXERCISE ELEMENTS IN HERBERT GARDENS.

Details of the proposed grant request from the Friends of Herbert Gardens to Tesco's had been circulated with the agenda. Members agreed the proposals in principal subject to further details on the type and location of the equipment, and details of any future maintenance liabilities.

PR 17/182 TO RECEIVE AND DISCUSS PROPOSALS BY CANS TO ALTER THE INTERIOR OF THE VILLAGE HALL.

It was **AGREED** to defer this item pending details and drawings of the proposals to change the internal layout of the Village Hall by Citizens Advice North Somerset (CANS)

PR 17/183 TO RECEIVE AND NOTE THE WOOD CUTTERS FOR WILDLIFE REPORT ON MILLENNIUM ORCHARD.

Members received and noted the report from the Woodcutters for wildlife on their work in Millennium Orchard

PR 17/184 USE OF COUNCIL HOUSE OFFICES AS A CAR PARK – CLLR HILL, CLLR LITTLE

Members discussed at length the use of the Councils car park by Councillors and hirers. It was noted that the letting of the school house did not include the car park as a right and that it was a first come first served basis. Councillors have used the car park outside of meetings with the permission of the office, and on a short term basis.

Following the discussion members noted that the office could give permission for longer use of the car park in special circumstances and that such agreed use did not set a precedent.

PR17/185 RECEIVE NOTIFICATION OF ANY URGENT EXPENDITURE REQUIRED ON THE PROPERTY OWNED OR MANAGED BY THE COMMITTEE (FINANCIAL REGULATION 3.4); TO AUTHORISE SUCH URGENT WORK.

There were no items of urgent expenditure

PR 17/1864 CHAIRMAN'S ITEMS FOR INFORMATION

Herbert Garden Wall – Members noted the communication received that day concerning the party wall between Herbert Gardens and No 19 Linden Road. The letter requested the council seeks to obtain tenders to repair the wall on a 50/50 split of cost. The Town Clerk to resurrect the agreed specification and obtain the tenders for agreement at a future meeting.

PR 17/187 TO DETERMINE PART 1 AND PART 2 ITEMS

There are no part 1 items

Meeting closed at 8.36 pm

CHAIRMAN DATE