

CLEVEDON TOWN COUNCIL
MINUTES OF THE ENVIRONMENT & PROPERTY COMMITTEE MEETING HELD IN
THE COUNCIL OFFICES, 44 OLD STREET, CLEVEDON ON WEDNESDAY 23RD MAY
2011 AT 7.30 PM.

PRESENT: Councillors D Shopland Committee Chairman
C. Arnold, C. Blades, C. Bussey, C. Francis-Pester, B. Garner,
L. Little, J. Middleton
In attendance – Cllr G. Hill
Town Clerk – Ms P. Heath,

EP 11/116 APOLOGIES FOR ABSENCE

Apologies were received and approved from Cllr C. Hall and Cllr P. McNeill.

EP 11/117 DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA

There were no declarations of interest for items on the agenda

EP 11/118 TO ELECT A VICE CHAIRMAN

Proposed by Cllr. Shopland, seconded by Cllr Francis-Pester and **AGREED** that Cllr Garner would be Vice Chairman of the Committee for year 2011 – 12.

EP11/119 MINUTES OF THE PREVIOUS MEETING

The minutes of the last meeting held on 9th March 2011 ratified by Council on 23rd March 2011 were accepted.

PART 1

EP 11/120 AGREE QUOTATIONS FOR HERBERT GARDENS TREE WORK

Copy of the quotations had been circulated with the agenda. Following a short discussion it was proposed, seconded and **RECOMMENDED** that the Council accept company A's quotation for the 3 years work. Year 1 being for £1770

PART 2

EP 11/121 UPDATE ON THE VILLAGE HALL TENDERS

Members were informed that the tender documents had been circulated to local companies. The results of the tender would be discussed and the contract awarded at the next committee meeting on 29th June 2011

EP 11/122 THE REPORT AND SURVEY OF THE BARN ROOF REPAIRS AND TO DECIDE A WAY FORWARD

A copy of the full report had been emailed to all councillors prior to the meeting. Members discussed in detail the report and photographs of the Barn roof. Members also discussed what steps could be taken to prevent further damage once the repair work had been done; this could include anti vandal paint and possibly putting a curve on the roof. It was felt that the full repairs as listed should be undertaken but further details were needed on the proposed materials and the longevity of those materials. It was noted that any decisions and work would have to be done in consultation with the Management Committee of the building. It was **AGREED** that Cllr Shopland and Cllr Garner would talk to the Management Committee to discuss the survey and the points raised by the Committee.

ACTION CLLR SHOPLAND/CLLR GARNER

EP 11/123 DAMAGE TO CLEVEDON TOWN COUNCIL OFFICES FLAT ROOF AND DECIDE A WAY FORWARD

Members were informed that the Structural Engineer currently working on the Village Hall was asked to inspect the flat roof above the council offices and the entrance hall/kitchen; the roof above the offices had not been damaged and was in good order. The flat roof where it abuts the roof of Room 1 is damaged. The photographs taken by the engineer had been circulated by email prior to the meeting to all Councillors. Members discussed the damage and agreed to ask an expert to look at the roof and advice how best to solve the problem.

EP 11/124 DISCUSS A DRAFT LEASE AGREEMENT FOR THE MILLENNIUM ORCHARD

Members were asked to defer this item, as it had not yet been completed; **AGREED**

EP 11/125 UPDATE REPORT ON THE HIRING OF CLEVEDON COUNCIL HOUSE

The Town Clerk gave a verbal report on the hiring, which were holding steady despite a reduction by PCT in their hiring. The new caretaker was making a big difference and we had received many positive comments from hirers about the state of the rooms. Members discussed the purchasing of a shed to be sited in the back garden under the west facing window of room 2; the Clerk to obtain prices for the shed, footings and a lock for the next meeting.

EP 11/126 REQUEST FROM THE THURSDAY STREET MARKET TO CONSIDER A MONTHLY SATURDAY MARKET.

Members discussed the request from the Market Manager to consider a Saturday market once a month; there was concern about its impact on the surrounding traders. It was **AGREED** to contact the surrounding traders to ask about footfall on a Thursday and the impact on their trade.

It was **AGREED** that approaches should be made with the Chamber of Trade to establish a working relationship to assist with the economic recovery of Clevedon.

EP 11/127 DETAILS OF ASSET LEDGER FOR CONFIRMATION AT THE START OF A NEW COUNCIL TERM

It was **AGREED** that a working group should look at the assets as listed in the ledger to check on their condition prior to the next Committee meeting; it was felt that it may benefit new members to establish what the Council owns or is responsible for.

EP 11/128 CHAIRMAN ITEMS FOR INFORMATION ONLY

There were no Chairman's items for information

EP 11/129 TO DETERMINE PART I AND PART II ITEMS.

Agenda item 5 Herbert Gardens Tree Work quotation as per Financial Regulation 3.8 as it is over £1000

The meeting finished at 8.10 pm

APPROVED AS A TRUE RECORD

CHAIRMAN Date