

**Minutes of the Meeting of the Property Committee of St Ives Town Council
held in the Town Hall on Thursday 27 April 2023**

Present:

Chairman: Councillor C Smith

Councillors: J Tiddy, M Gleadow, M Mallol Wright, M Burke, P Pope (ex officio)

In attendance:

Town Clerk: M Price

Administration Officer: A Childs

Facilities Manager: T White

PR56.00 APOLOGIES FOR ABSENCE

An apology was received from Councillor M King (HDC commitment).

PR57.00 DECLARATIONS OF INTEREST

None.

PR58.00 PUBLIC PARTICIPATION

None.

PR59.00 MINUTES

RESOLVED: that the Minutes of the Property Committee meeting held on 22 February 2023 are agreed as a correct record and signed by the Chairman.

PR60.00 MAINTENANCE UPDATES

PR60.01 General Property and Maintenance Update

The Town Clerk and Facilities Manager provided Members with a verbal update in addition to the report.

The Bus Station toilets have experienced vandalism and a misuse of facilities (eg. flushing of improper materials). A sign for flushable items will be issued.

HDC are addressing the issue with sewage and drainage; their team will reposition the drainage system during the first week of May 2023. The flooring is currently in Stage 2 and they will come back with a solution for the bathroom floor finishing.

RESOLVED: that the report be received and noted.

PR60.02 Property Maintenance Schedule

The Chairman asked if a RCR test certificate was available in Warner's Pavilion.

A suggestion was made to add Legionella to the list.

Chairman's
Initials

RESOLVED: that the report be received and noted.

the Facilities Manager to send RCR test certificate to Members.

the Facilities Manager to add Legionella to the schedule.

PR61.00 BUDGET

A query regarding the categorisation of the one of the budget codes '5019 Repairs on Community Centre' arose, whether this was in the right place or if it needs to be moved to a general repairs/renewals line.

RESOLVED: that the budget report be received and noted.

the Finance Officer has signed off the codes for 2023/24.

PR62.00 SAFETY ISSUES

Concerns have arisen over the safety of the mezzanine constructed at the St Ives Ground Maintenance depot. The Town Clerk and Facilities Manager are in discussion over the repair measures; the Facilities Manager will report back to the committee with a proposed plan.

RESOLVED: that the information is received and noted.

the Facilities Manager will provide a report to the next meeting

PR63.00 CORN EXCHANGE ROOF

The Town Clerk reported that he met with Stockton Bradley two weeks ago on site. Scaffolding is currently being erected; the main hall will contain internal scaffolding for a twelve week period during ongoing works.

The asbestos removal will take approximately ten weeks of this period, and one of the crew will be on site to provide daily updates to the Corn Exchange team. The café will be closed but the other parts of the building will remain in operation.

Works are running on schedule for a 24th June commencement which will run until the second or third week of November 2023.

RESOLVED: that the information be received.

PR64.00 TOWN HALL FLOOR

The Town Clerk informed Members that the second floor leak has spread across and down the area. The floor above and below is significantly damaged, and the joists in the middle will be inspected to confirm if sound. The second floor is still restricted access as is the room under the second floor toilet.

In the next few weeks the loss adjusters' reports will come back to the Town Council. At that point a timescale on repairs can be made. The KICK team have been relocated to the first

floor offices, and no flags are currently being flown. Notices have been posted about the flag protocol and health and safety issues that prevent the protocol from being followed. Further updates will be made to the Committee as the situation develops.

RESOLVED: that the information is received and noted.

PR65.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC

RESOLVED: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

PR66.00 YORK HOUSE: REMEDIAL WORKS

The site is currently being renovated and new tenants will come in once renovations are completed. The Grounds Maintenance Team is working to update the space (eg. painting walls).

RESOLVED: the information was received and noted.

the Facilities Manager to arrange a tour for committee members of various properties owned by the Town Council, including York House.

PR67.00 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC

RESOLVED: that the confidential business having been concluded, the Press and the Public be re-admitted to the meeting.

Chairman:

Dated: 24 May 2023

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