

**Minutes of the Meeting of the Property Committee of St Ives Town Council
held in the Town Hall on Wednesday 24 May 2023**

Present:

Councillors: J Tiddy, M Gleadow, M Mallol Wright, M King, A Riddell, C Smith, P Hussain

In attendance:

Town Mayor: P Pope
Town Clerk: M Price
Democratic Officer: A Childs
Facilities Manager: T White

The Town Mayor commenced the meeting.

PR01.00 APPOINTMENT OF CHAIRMAN

Councillor A Riddell nominated Councillor C Smith to serve as Chairman, which was seconded by Councillor J Tiddy. The vote was unanimous.

RESOLVED: that Councillor C Smith be appointed Chairman for the municipal year 2023/24.

PR02.00 APPOINTMENT OF VICE CHAIRMAN

Councillor J Tiddy nominated Councillor P Hussain to serve as Vice Chairman, which was seconded by Councillor M King. The vote was unanimous.

RESOLVED: that Councillor P Hussain be appointed Vice Chairman for the municipal year 2023/24.

PR03.00 APOLOGIES FOR ABSENCE

None.

PR04.00 DECLARATIONS OF INTEREST

None.

PR05.00 PUBLIC PARTICIPATION

None.

PR06.00 MINUTES

RESOLVED: that the Minutes of the Property Committee meeting held on 27 April 2023 are agreed as a correct record and signed by the Chairman.

PR07.00 MAINTENANCE UPDATES

PR07.01 General Property and Maintenance Update

Councillor M Gleadow stated that the the bus station toilets are fully operational now.

RESOLVED: that the report be received and noted.

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Initials

PR07.02 Property Maintenance Schedules

The Chairman stated that there is now an installation certificate for the fusebox at Warner's Park; if the fusebox is changed this should include everything required.

Councillor A Riddell queried the conditional surveys which are due for renewal and asked if any updates were available to ensure the Council complies accordingly.

The Town Clerk responded that it has been five years in May 2023, we will start this quarter getting quotes in for all the buildings. Once received a report will be created to present all the costs to be ratified at a future meeting.

Councillor A Riddell asked if the same applied to the Town Hall site. The Town Clerk confirmed and also noted that the structural report could pose issues due to the current state of the top floor and that they are looking to hire the services of an independent surveyor.

The Vice Chairman noted the busy period and encouraged members to engage fully; he encouraged the Committee to avoid shortcuts which could end up costing the Council more funds – it must be done concretely and absolutely right.

RESOLVED: that the report be received and noted.

PR08.00 BUDGET

RESOLVED: that the budget report be received and noted.

PR09.00 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.

PR10.00 REMEDIAL REPAIRS TO THE TOWN HALL

The Town Clerk provided a verbal report to members on the remedial repairs to the Town Hall. He stated that the data collection is nearing its end and is solely based on matters of compliance. The Facilities Manager has been gathering quotes from local suppliers and the costs will be significant.

The Town Clerk started with the subject of fire safety: to ensure the building's compliance with safety standards and gave a few examples of cost - £39,000 for doors, £26,000 for fire alarm, upwards of £50,000 to make the basement fireproof. Creating a fire register and ensuring staff safety would cost approximately £7,000. The boiler is currently not compliant for use in the upcoming winter season with costs of £35,000 minimum.

The Town Council's insurance provider, Zurich, has increased the Council's premiums due to the non-compliance issue. If the fire issues are not addressed, the Council would fall in a category that would not be insured. In summary, it could cost approximately £170,000 – 200,000 to make the Town Hall deemed safe in regards to fire safety.

The Town Clerk states that this must be reported at a bare minimum; it must be ratified by Council. He stressed that building maintenance in relation to safety compliance should be examined often and part of a rolling programme. The figures provided will be required to be committed within the next three months. The Town Council and Councillors have a duty of care to all within the building to keep everyone safe – including staff, tenants and visitors.

Councillor M King agreed that the works need to be done to meet compliance standards, and questioned if the funds are available for the required works.

The Town Clerk stated the Council has some funds in earmarked reserves.

Councillor M Gleadow mentioned that the significant costs brings the question of whether the building is the best site to be used by the Town Council, and that considerations into more affordable office space should be considered. Councillor J Tiddy strongly opposed; this will be a contentious issue as the Town Hall is a historical building and a centre point for the St Ives Town Centre.

Councillor C Smith asked about funding for the proposed works and requested grant funding information for historical building maintenance.

RESOLVED: the information was received and noted.

that the Town Clerk will provide a report of funding opportunities for historical buildings at a future meeting.

PR11.00

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.

The meeting concluded at 9:31 pm.

Chairman:

Dated:

28 June 2023

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