

**Minutes of the Meeting of the Property Committee of St Ives Town Council
held in the Town Hall on Wednesday 28 February 2024 at 9:30 pm**

Present:

Chairman: Cllr M Burke

Councillors: Cllrs J Tiddy, M Gleadow, M King, L Valla, J Spencer, P Pope (ex officio)

In attendance:

Locum Town Clerk: L White

Facilities Manager: T White

Three members of the public

AGENDA

PR115.00 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Hussain (personal).

PR116.00 DECLARATIONS OF INTEREST

None.

PR117.00 PUBLIC PARTICIPATION

Representatives of the Corn Exchange stated that they are happy with proposed addendum to the lease.

PR118.00 MINUTES

RESOLVED: that the minutes of the Property Committee held on 24th January 2024 be signed as a true record.

PR119.00 MAINTENANCE UPDATES

PR119.01 The general property maintenance update was reviewed and noted by members.

PR119.02 Members noted receipt of the property maintenance schedule. Also noted that the asbestos report is showing as out of date as once the Corn Exchange Roof is completed it will be asbestos free and the report will not be required.

PR120.00 BUDGET

The budget was received and reviewed briefly. No concerns or questions raised.

PR121.00 TOWN HALL MATTERS

PR121.01 It was noted that there are four leases which have expired for offices within the Town Hall. A report from the Facilities Manager detailing options for management of the leases was considered by members.

RESOLVED: following proposal by Cllr Pope, seconded by Cllr King and unanimously agreed, that the council continue to use Leeds Day.

Proposed by Councillors M Burke and P Pope: leases to be fixed term of three years with break clause.

PR121.02 Quotations have been received to replace the fire doors at the Town Hall. The quotations have been based on an original survey carried out by the report carried out by Jackson.

RESOLVED: following proposal from Cllr Gleadow, seconded by Cllr Tiddy and unanimously agreed that the Jackson Fire carry out the work.

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PR121.03 Detailed condition reports about the cellar and balconies at the Town Hall were received by members. It was noted that the cellar has water when it rains.

RESOLVED: proposed by Cllr King, seconded by Cllr Spencer and unanimously agreed that the reports be taken to Listed Buildings and Building Control to find out what the Town Council can do and work on their recommendations for next steps.

PR122.00 GROUND MAINTENANCE DEPOT

PR122.01 The report regarding the inspection of the mezzanine deck at the Grounds maintenance depot was noted by members.

RESOLVED: following proposal by Cllr Burke, seconded by Cllr Tiddy and unanimously agreed to employ Jackson Fire to carry out a structural survey of the mezzanine deck at a cost of £1,490 + VAT.

PR122.02 The proposal to sell two pieces of redundant equipment was considered.

RESOLVED: to sell the pieces using Peacocks in St Neots for guidance and value, and to sell to them having researched the prices in house.

PR123.00 CORN EXCHANGE

The proposed letter of understanding was considered by members.

RESOLVED: following proposal by Cllr Burke, seconded by Cllr Valla and unanimously agreed that the letter of understanding be adopted with the addition of lifts.

PR124.00 YORK HOUSE

It was noted that the revenue from York House is taken by the Norris Museum.

RESOLVED: following proposal from Cllr Pope, seconded by Cllr King and unanimously agreed that a plan to review York House be considered in November.

PR125.00 WARNERS PARK PAVILION

Councillors noted that a working party has been set up for the project but since the pandemic, money had been allocated elsewhere.

RESOLVED: following proposal by Cllr Burke, seconded by Cllr King to get the working party back together to look at what is needed and to consider looking for office support to help seek grants.

PR126.00 BURLEIGH HILL COMMUNITY CENTRE

This item was deferred to next meeting.

PR127.00 BUS STATION TOILETS

The report from the Facilities Manager about additional cleaning of the toilets was considered by members.

RESOLVED: following proposal by Cllr Burke, seconded by Cllr Valla and unanimously agreed that the additional clean be carried out once a month on a Friday and to review in a few months time.

PR128.00 THE OLD MORTUARY

The report from the Facilities Manager about tree work required at the Old Mortuary was considered by members.

RESOLVED: following proposal from Cllr Burke, seconded by Cllr Valla and unanimously agreed that Eden Trees be engaged to carry out the work required.

PR129.00 SOLAR PANELS

It was noted that this idea been in pipeline for a while. It was proposed by Cllr Burke, seconded by Cllr Spencer and unanimously agreed that this start to be researched for future consideration.

Meeting closed at 10:53 pm.

Chairman:

Dated: 27 March 2024

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