

**Minutes of the Meeting of the Property Committee of St Ives Town Council
held in the Town Hall on Wednesday 24th April 2024 at 9.15pm**

Present:

Chair: Councillor M Burke
Vice Chair: Councillor P Hussain

Councillors: J Tiddy, M Gleadow, M King

In attendance:

Locum Clerk: L White
Facilities Manager: T White
No members of the public

PR130.00 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Pope (Council matters), Cllr Valla and Cllr Spencer (personal).

PR131.00 DECLARATIONS OF INTEREST

None.

PR132.00 PUBLIC PARTICIPATION

None.

PR133.00 MINUTES

Members were in receipt of the minutes of the meeting of the Property Committee meeting held on 28th February 2024.

RESOLVED: that the Minutes of the Property Committee meeting held on 28th February 2024 were agreed and signed by the Chair following a spelling correction in agenda item PR117.

PR134.00 MAINTENANCE UPDATES

PR134.01 Members were in receipt of the general property maintenance update. Cllr Gleadow noted that a soap dispenser has been vandalised again in the bus station toilets. The Facilities Manager noted that there is continuous vandalism with two toilet seats having been replaced in the previous week.

PR134.02 Members were in receipt of the property maintenance schedule. It was noted by members that the Asbestos survey for the Corn Exchange is in progress.

PR135.00 BUDGET

Members were in receipt of the budget report. The budget was considered by members, several questions were raised about expenditure, which were answered by the Locum Clerk.

PR136.00 TOWN HALL MATTERS

P136.01 Members were in receipt of a report regarding painting of the Town Hall. After discussion it was proposed by Cllr Burke, seconded by Cllr King to appoint Ring Property to paint the ground floor (external) of the Town Hall for a cost of £1,800 + VAT and to implement a rolling three year programme of painting a floor each year.

P136.02 Members were in receipt of a report regarding roof repairs to the Town Hall, including quotations received. It was proposed by Cllr Burke, seconded by Cllr King and agreed by members, to recommend the quotation from Cambridge Roofers at a cost of £8,316 + VAT, to be taken to Full Council for approval.

P136.03 Members were in receipt of a report regarding insurance requirements for the Town Hall. It was noted that several external committees have historically had access to the Town Hall for meetings. Following discussion with the insurer, it is reported that the policy has been tightened and the Council are not covered if meetings are held

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without a Councillor or member of staff present.

RESOLVED: following proposal by Cllr Burke, seconded by Cllr Hussain and unanimous agreement from members, that external committees cannot hold meetings in the Chamber if there is not a Councillor or member of staff present.

PR137.00 GROUNDS MAINTENANCE DEPOT

PR137.01 The mezzanine deck report was received by members. The report noted that there are several structural issues with the deck.

RESOLVED: following proposal by Cllr Burke and seconded by Cllr King it was agreed that the deck be removed and the space reorganised with the welfare facilities moved to the portacabin. The Facilities Manager is to seek costs for a cage for storage of high value items.

PR137.02 Members were in receipt of a report regarding the selling of redundant equipment. Previous items are going to auction.

RESOLVED: following proposal by Cllr Burke and seconded by Cllr Hussain that the more recent items be added to the auction.

PR138.00 CORN EXCHANGE

PR138.01 Members were in receipt of a report regarding the roof works. The report was noted by members.

PR138.02 Members were in receipt of a report regarding the fire risk assessment. The report was considered by members, it was agreed to seek quotations for items recommended in the report.

PR139.00 BURLEIGH HILL COMMUNITY CENTRE

PR139.01 Members were in receipt of a report regarding the fire doors.

RESOLVED: following proposal by Cllr King and seconded by Cllr Tiddy, that the quote from Jackson Fire be accepted at a cost of £2,475 + VAT.

PR139.02 Members were in receipt of a report regarding CCTV and mag lock installation. It was noted that CCTV has not been budgeted for this year, therefore it was agreed to keep it on file should there be a need.

PR140.00 OLD MORTUARY

Members were in receipt of a report from the Facilities Manager. It was noted that the potential new tenant discussed earlier in the year was no longer interested in renting the building. A further enquiry had been received from St Ives Electrical who are prepared to make repairs to the building to then lease from the Town Council.

RESOLVED: that St Ives Electrical be leased the building.

Meeting closed at 10.23pm.

Chair: _____

Dated: 22nd May 2024

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