

**Minutes of the meeting of the Estates Committee of St Ives Town Council  
held in the Town Hall on Wednesday 26<sup>th</sup> June 2024 at 8pm**

**Present:**

Chair: Cllr Burke  
Vice Chair: Cllr Spencer

Councillors: Cllrs A Thompson, S Mokbul, J King, J Tiddy, L Valla, P Hussain

**In attendance:**

Town Clerk: Mrs Libby White BEM BA(Hons) FSLCC

Facilities Manager: Mr Trevor White  
1 member of the public

The Mayor opened the meeting.

**E01.00 ELECTION OF CHAIR**

The Mayor proposed Cllr Burke in the role of Chair. Seconded by Cllr Spencer. Cllr Tiddy proposed Cllr King for the role of Chair. Seconded by Cllr Mokbul. Four votes were received for Cllr Burke and four votes for Cllr King. The Mayor exercised his casting vote and Cllr Burke was elected as Chair of the Committee for the forthcoming year.

**E02.00 ELECTION OF VICE-CHAIR**

Cllr Mokbul nominated Cllr King as Vice-Chair. Cllr Thompson seconded. Cllr Hussain nominated Cllr Spencer as Vice-Chair. Cllr King seconded the nomination. Three votes were received for Cllr King and five votes for Cllr Spencer.

Cllr Spencer was duly elected Vice-Chair.

**E03.00 APOLOGIES FOR ABSENCE**

Apologies were received and approved from Cllr Chapman (personal).

**E04.00 DECLARATIONS OF INTEREST**

Cllr Mokbul declared an interest in E12.00 as related to the plot holder.

**E05.00 PUBLIC PARTICIPATION**

Cllr Mokbul noted that the plot holder has expressed apologies for the damage to the hedge.

**E06.00 ROLLING PROGRAMME**

The rolling programme was received by members. It was noted that it was the most comprehensive schedule seen in some time. The Committee expressed thanks to the Facilities Manager and the Grounds Maintenance Team for all the work they have put in.

**E07.00 FINANCE MATTERS**

The Town Clerk noted that Year End is complete and the April reconciliation has been completed. Reporting will commence with the next meeting and will be available for the Finance and Policy Committee next week.

**E08.00 MAINTENANCE UPDATES**

**E08.01 General Property and Maintenance Update**

Members were in receipt of an update report. It was noted that a

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potential new tenant has been found for the Old Mortuary. The draft lease is with the contact for their comment prior to signing.

**E08.02 Property Maintenance Schedules**

Members were in receipt of the maintenance schedule. It was noted that once the final report from Stockton and Bradley is in it will confirm that there is no further Asbestos in the Corn Exchange roof.

**E09.00 RoSPA PLAY AREA**

Members were in receipt of the RoSPA play area annual report.

**E10.00 VEHICLE LEASE**

Members were in receipt of a report regarding the lease of a new vehicle for the maintenance team. After a lengthy discussion it was proposed by Cllr Burke and seconded by Cllr Valla that more information is sought on the purchase of a vehicle and more detailed understanding of the finance arrangements to be brought back to the next meeting. Unanimous.

It was resolved that the old vehicle will need to be sold once a new vehicle is obtained.

**E11.00 GENERAL MAINTENANCE BUILDING EQUIPMENT**

Members were in receipt of a report regarding the potential purchase of a STIHL backpack blower and pressure wash.

**RESOLVED:** It was proposed by Cllr Burke and seconded by Cllr Hussain to accept the report and purchase the equipment from Ibbetts and Cromwell’s. It was noted that the selling of other equipment would offset the purchase price meaning the cost to the council is £128 +VAT.

**E12.00 ALLOTMENT MATTERS**

Cllr Mokbul left the meeting at 8.59pm

Members were in receipt of a report following the unauthorised felling of a section of boundary hedge at the allotments.

After lengthy discussion it was proposed by Cllr Spencer that a formal letter be sent to the allotment tenant detailing the rules which had been breached. That the letter will make it clear that the Grounds Maintenance Team will carry out all remedial work outside of their plot and state what the allotment holder must to do rectify rule breaches within the plot itself. All costs to be borne by the allotment holder. It was noted that any further breaches would be considered by council whether the tenant will be able to retain the plot. Seconded by Cllr Valla. Unanimous.

Cllr Mokbul rejoined the meeting at 9.21pm.

**E13.00 TOWN HALL**

To consider employing a surveyor to create to scale drawings of the Town Hall for the purposes of liaising with the Listed Buildings Officer at the Planning Authority.

Deferred to the Finance and Policy Committee meeting.

The meeting concluded at 9.30pm

Chair:.....

Dated: 24<sup>th</sup> July 2024

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