

**Minutes of the Meeting of the Property Committee of St Ives Town Council
held at the Town Hall St Ives on Wednesday 24 October 2018**

Present:

Chairman: Councillor N Dibben
Vice-Chairman: Councillor B Luter
Councillors: R Bellamy, M King, J Tiddy, R Fuller

In attendance:

Amenities Manager: C Allison

PR14.00 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Pallant and T Drye (both Personal).

PR15.00 DECLARATIONS OF INTEREST

No declarations were made.

PR16.00 PUBLIC PARTICIPATION

Mr C Lewis attended on behalf of the CIC. He clarified that the proposed works would not cover service hatches. He requested that the Committee support the proposals.

PR17.00 MINUTES

RESOLVED: that the Minutes of the Meeting of the Property Committee held on 25 July 2018 be agreed as a correct record and signed by the Chairman.

PR18.00 PROPERTY MAINTENANCE

PR18.01 General Property & Maintenance Update

Members were in receipt of General Property and Maintenance Report.

The Amenities Manager informed members that a wall at the rear of the Corn Exchange car park had recently been damaged. Ownership of the wall was being investigated prior to repairs being undertaken.

RESOLVED: that the report be received and noted.

PR18.02 Property Maintenance Schedule

Members were in receipt of Property Maintenance Schedule.

RESOLVED: that the Property Maintenance Schedule be received and noted.

PR19.00 CORN EXCHANGE

PR19.01 Consideration was given to a request from the CIC for improvements to the Corn Exchange acoustics.

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The Amenities Manager advised that she had received a Risk Assessment and Method statement on 25 October which was made available to members. Members considered that confirmation should be obtained to ensure the services above the plasterboard ceiling would be unaffected and queried the weight of the panels and use of the scaffolding tower. It was noted to be mindful of the duties of landlord and tenant and that the building should be closed whilst works take place.

RESOLVED: that the request be granted subject to:

- Confirmation from HDC that there are no listed building or building control issues relating to the project
- The satisfaction of the Town Clerk

PR19.02 Consideration was given to a request from the CIC for the installation of a film screen.

RESOLVED: that the request be granted subject to:

- Confirmation from HDC that there are no listed building or building control issues relating to the project
- The satisfaction of the Town Clerk.

PR20.00 BUDGET

Members were in receipt of Budget Report for the Committee.

It was considered that the variances in individual budgets ought to be explained within the report.

RESOLVED: PR20.01 that the Budget Report be received and noted.

Consideration was given to budget requirements for 2019/20.

improvements to Warner's Park Pavilion were discussed, possibly the provision of an outside toilet.

RESOLVED: PR20.02 that members give consideration to ideas for development of Warner's Park Pavilion before the next meeting

PR20.03 that consideration to the 2019/20 budget be given at the next meeting

PR20.04 that a discussion meeting be arranged between the Chairman and the Finance Officer to discuss budgets

PR21.00 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.

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PR22.00 GROUNDS MAINTENANCE DEPOT

Members were in receipt of a report detailing required improvements to the Grounds Maintenance Depot.

RESOLVED: PR22.01 that the report be received and noted.

PR22.02 that approval be given to AGI Limited to carry out the required improvements to the Depot at a cost of £4016.46 subject to checking whether the District Council could provide a service within the current budget.

PR22.03 that delegated authority be given to the Chairman, Vice Chairman and Town Clerk to commission the works subject to receipt of the above information

PR23.00 CONDITION SURVEY

Quotations had been sought for a full Condition Survey on all Council-owned properties. In order to have the survey conducted promptly to enable effective budget-setting, the Chairman and Vice Chairman, in conjunction with the town Clerk agreed to appoint PCM Property Care and Maintenance Services Limited to conduct the survey.

RESOLVED: PR23.01 that the report be received and noted

PR23.02 that the decision of the Chairman, Vice Chairman and Town Clerk to appoint PCM Property Care and Maintenance Services Limited to undertake the Survey at a cost of £2,500 be ratified.

PR24.00 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:

Date: 23 January 2019

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