

**Minutes of the Meeting of the Property Committee of Saint Ives Town Council
held at the Town Hall, St Ives, on the Wednesday, 18 October 2017.**

Present:

Chairman: Councillor J Pallant
 Vice-Chairman: Councillor Mrs D Townsend
 Councillors: N Dibben, I Dobson, R Fuller, R Kuch, B Luter, P Pope

In attendance:

Councillors J Davies, J Tiddy
 S Rawlinson, Committee Clerk

PR15.00 APOLOGIES FOR ABSENCE

All members were present.

PR16.00 DECLARATIONS OF INTEREST

No declarations were made.

PR17.00 PUBLIC PARTICIPATION

No persons present wished to address the meeting.

PR18.00 MINUTES

RESOLVED: the Minutes of the Meeting of the Property Committee held on 19 July 2017 were agreed as a correct record and signed by the Chairman.

PR19.00 PROPERTY MAINTENANCE

PR19.01 General Property & Maintenance Update

Members were in receipt of Property and Maintenance Update.

Complaints had been received about the amount of clutter outside the Depot and the Chairman agreed to investigate this further.

Members had been requested to ratify expenditure on new stairs for the Depot but as this cost had come from Capital and not the Committee's budget the expenditure would be noted only.

RESOLVED: **PR19.01.01** that the report be received and noted.

PR19.01.02 that expenditure on new stairs at the Depot be noted

PR19.02 Property Maintenance Schedule

RESOLVED: that the Property Maintenance Schedule be received and noted

PR20.00 CLERK'S UPDATE REPORT

Members were in receipt of report on Town Hall lettings and refurbishment.

Several items in the report were highlighted for further discussion between the Chairman and the Interim Town Clerk:

- replacement cupboards in the Parlour for robes was considered to be a lower priority than refurbishment of the Chamber
- tanking of the cellar to provide storage space was to be clarified with the Clerk to see if really necessary and if data could be stored digitally instead
- the lease and length of the subvention arrangement with Pinpoint required clarification
- replacement of the filing cabinets currently in the Parlour, if required for storage, should be looked into

Chairman's
Initials

RESOLVED: PR20.01 that the report be received and noted
PR20.02 that the Chairman raise the issues highlighted with the Clerk in order to progress refurbishment works

PR21.00

BUDGET

RESOLVED: that the Budget Report be received and noted

Chairman:

Date: 17 January 2018

Chairman's
Initials