

**MINUTES OF THE MEETING OF THE PROPERTY COMMITTEE  
OF THE ST IVES TOWN COUNCIL  
held at the Town Hall, St Ives on Wednesday 19 October 2016**

**Present:**

**Chairman:** Councillor P M Pope

**Vice Chairman:** Councillor J Pallant

**Councillors:** N J Dibben  
I P Dobson  
T Drye  
R Kuch  
Mrs D Townsend

**In Attendance:**

Town Clerk: A Benfield

**PR10.0 DECLARATIONS OF INTEREST**

**Councillor I P Dobson** – Non pecuniary interest in Agenda Item PR15.0 as a Director of the Corn Exchange CIC.

**PR11.0 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor R Fuller (HDC commitment).

**RESOLVED:** that the above apology be received and accepted.

**PR12.0 PUBLIC PARTICIPATION**

Councillor J Spencer commented that she did not believe the Council Chamber was in need of refurbishment.

Councillor D Rowe informed members that he was now Chairman of the Corn Exchange Community Interest Company.

**PR13.0 MINUTES**

The Minutes of the Meeting of the Property Committee held on 20 July 2016 were agreed as a correct record and signed by the Chairman.

**PR14.0 BUDGET REPORT**

Members were in receipt of Budget Report for the Committee.

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

**PR15.0 PROPERTY MAINTENANCE**

**PR15.1 Property Maintenance Schedule**

Members were in receipt of Property Maintenance Schedule.

**RESOLVED: PR15.1.1** that the Schedule be received and noted.

**PR15.1.2** that the list be ordered to show which items were next to be undertaken

**PR15.1.3** that external contractors be appointed to conduct fire safety testing.

## **PR15.2 Property Maintenance Update**

Consideration was given to the recommendations in the Property Maintenance Update report.

- RESOLVED:**
- PR15.2.1** that the report be received and noted.
  - PR15.2.2** that it be noted that Bidwells Property Consultants had been appointed at a cost of £4,875.
  - PR15.2.3** that authority be delegated to the Chairman, Vice Chairman and Town Clerk to progress the matter of audio visual equipment. The specification to also include an audio loop.
  - PR15.2.4** that authority be delegated as above to acquire appropriate lighting for the Council Chamber
  - PR15.2.5** that replacement of the curtains be deferred pending a decision on redecoration.
  - PR15.2.6** that drawings be obtained to illustrate the proposed new benching in the Chamber.
  - PR15.2.7** that a budget be agreed for regular window cleaning.

## **PR16.0 YORK HOUSE**

Members noted the renewal of the tenancy agreement for York House until 23 July 2017 at a rental of £810 pcm.

## **PR17.0 TENANT'S RENT – NORRIS MUSEUM**

Consideration was given to a report proposing that the rent invoice for the Norris Museum be waived in order to assist with the funding deficit on the redevelopment project.

**RESOLVED:** that the rent invoice for the Norris Museum be waived.