**Minutes of the Meeting of the Property Committee of St Ives Town Council**

**held at the Town Hall St Ives on Wednesday 23 January 2019**

**Present:**

Chairman: Councillor N Dibben

Vice-Chairman: Councillor B Luter

Councillors: R Bellamy, T Drye, R Fuller, M King, J Pallant, J Tiddy

**In attendance:**

Amenities Manager: C Allison

PR25.00 APOLOGIES FOR ABSENCE

All Members of the Committee were in attendance.

PR26.00 DECLARATIONS OF INTEREST

**Agenda Item PR34.00 - Councillor T Drye** - Non pecuniary interest as a Member of the Burleigh Hill Community Centre Management Committee.

PR27.00 PUBLIC PARTICIPATION

No persons present wished to address the meeting.

PR28.00 MINUTES

**RESOLVED:** that the Minutes of the Meeting of the Property Committee held on 24 October 2018 were agreed as a correct record and signed by the Chairman.

PR29.00 PROPERTY MAINTENANCE

PR29.01 General Property & Maintenance Update

Members were in receipt of update report.

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

PR29.02 Property Maintenance Schedule

Members were in receipt of Schedule.

 **RESOLVED:** that the Property Maintenance Schedule be received.

PR30.00 BUDGET

**RESOLVED:** that the Budget Report be received and noted.

PR31.00 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.

PR32.00 FIRE RISK ASSESSMENTS

Members gave consideration to a report seeking ratification of the appointment of a contractor to undertake professional fire risk assessments at Council owned premises.

**RESOLVED: PR32.01** that the report be received and noted

 **PR32.02** that the appointment of UK Fire Protection Services Ltd to undertake

 fire risk assessments at a cost of £1,095 be ratified.

PR33.00 PORTABLE APPLIANCE TESTING

Consideration was given to quotations received for this work.

**RESOLVED: PR33.01** that the report be received and noted

 **PR33.02** that Plugtest Electrical Ltd be appointed to undertake the testing at a

 cost of 82p per item, an estimated total cost of £287.

PR34.00 CONDITION SURVEY REMEDIAL WORKS

Consideration was given to carrying out the works identified in the Condition Survey.

**RESOLVED: PR34.01** that the Survey be received and noted

 **PR34.02** that works be commissioned pertaining to Year One for the Town

 Hall, Corn Exchange and Burleigh Hill Community Centre

 **PR34.03** that Burleigh Hill Community Association be asked to contribute the

 balance of £496 towards the cost of the works at the Centre

PR35.00 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: 24 April 2019