

**Minutes of the Meeting of the Property Committee
held in the Council Chamber, Yaxley Parish Council on 20th June 2017.**

Present:- Councillors A Bartle, C Bolton, R Butcher, K Gulson, J Lusted, M Oliver, D Porteous, P Russell and J Willis.

In attendance – H Taylor and Councillor A Wood.

PR1. ELECTION OF CHAIRMAN

On the proposition of Councillor D Porteous seconded by Councillor J Lusted, it was RESOLVED that Councillor R Butcher be elected Chairman of the Committee for the ensuing Municipal Year.

Councillor R Butcher in the Chair.

PR2. APOLOGIES

Apologies for absence from the meeting were received and accepted on behalf of Councillors G Bellamy (personal) and S White (work).

PR3. DECLARATION OF INTERESTS

Councillor P Russell declared an “other” interest in item PR7 and did not partake in the voting thereon.

PR4. MINUTES

Councillor J Lusted proposed approval of the Minutes of the Committee held on 21st March 2017. This was seconded by Councillor J Willis and **RESOLVED**.

PR5. ELECTION OF VICE CHAIRMAN

On the proposition of Councillor J Willis, seconded by Councillor J Lusted, it was RESOLVED that Councillor C Bolton be elected Vice Chairman of the Committee for the ensuing year.

PR6. PUBLIC PARTICIPATION

No Member of the Public wished to speak.

PR7. FEES AND CHARGES

By way a report by the Clerk (a copy of which is appended in the Minute Book) Members reviewed the hire charge for the Pavilion, Austin Hall, Owen Pooley Hall and Queens Park. Whereupon, it was proposed by Councillor K Gulson that

- the proposed hire rates, as outlined in the report, be approved to take effect from 1st January 2018;
- that regular long term daily hall users (Monday to Friday) be awarded a 20% discount;

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- that the Clerk uses her discretion to award a 5% discount for regular weekend users of the hall where she sees fit; and
- that a further report be submitted to a future meeting reviewing the halls use and comparing electrical and gas costs since recent energy saving improvements have been made.

PR8. AUSTIN HALL, OWEN POOLEY HALL & COUNCIL OFFICES FIRE RISK ASSESSMENT

Members considered the contents of a fire risk assessment for the Amenity Centre (a copy of which is appended in the Minute Book) outlining suggested fire prevention/reduction measures and detailing those that had been completed by the Grounds Team. In considering the recommendations outlined, the Committee felt that the open style notice boards should be left until such time as they require changing. With regard to the replacement of the open hatches, boxing in of electrical equipment and replacement of doors Councillor Bolton agreed to obtain prices for these. Having recognised the need for additional smoke detectors and a monitored system Councillor A Bartle proposed that the Clerk obtain quotes for this and report back to a future meeting. This was seconded by Councillor K Gulson and unanimously **RESOLVED**.

PR9. QUEENS PARK FIRE RISK ASSESSMENT

By way of a report by the Clerk (a copy of which is appended in the Minute Book), Members considered the contents of a fire risk assessment for Queens Park Hall. The report outlined suggested fire prevention/reduction measures many of which had been completed by the Grounds Team. Having considered the outstanding items, Councillor A Bartle proposed that the open style notice board next to the main entrance be replaced with an enclosed fire resistant board and that the need to replace the thumb turns on the fire exit doors with push boards be monitored to ensure that the needs of the user and fire regulations are met. This was seconded by Councillor D Porteous and **RESOLVED**.

PR10. PORTACABIN

Members discussed the need to provide a mess room for the Grounds Team. Having discussed various options, Councillor A Bartle suggested that the principal of purchasing a second hard portable mess room with electrics be approved and a request made to Full Council for a sum of £4,000 to be made available from the General Reserves for said purchase. This was seconded by Councillor R Butcher **RESOLVED** unanimously.

PR11. GENERAL MAINTENANCE – 50 MAIN STREET, YAXLEY

By way of a report by the Clerk (a copy of which is appended in the Minute Book), Members were made aware of some remedial and investigatory work required at 50 Mains Street, Yaxley. Whereupon, it was proposed by Councillor R Butcher, seconded by Councillor D Porteous and **RESOLVED** that efforts be made to identify the work required and subject to it being below £2,000 that approval be given to the Clerk to arrange for the work to be undertaken in consultation with the Chairman and Vice-Chairman of the Committee. Should the cost be higher, than an extraordinary meeting of the Committee will be called.

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PR12. EXCLUSION THE PRESS AND PUBLIC

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 Public be excluded from the meeting.

It was proposed by Councillor J Lusted and seconded by Councillor J Willis that the meeting should be closed to the press and public at 8.10pm.

PR12(a). FAIR RENT UPDATE

Further to Minute No PR44/16 and by way of a report by the Clerk (a copy of which is appended in the Annex to the Minute Book), Members consider further information regarding the renting out of 50 Main Street, Yaxley. In discussing the background to the arrangement Members considered various options available to the Parish Council to close the gap between the current rent and what is available commercially. Whereupon, Councillor A Bartle proposed that the Clerk be authorised in conjunction with Councillor P Russell to discuss with the current tenant a possible increase and if necessary arrange for a valuation of the property. This was seconded by Councillor J Lusted and **RESOLVED**.

PR12(b). BROADBAND – QUEENS PARK HALL

Councillor K Gulson proposed that the principal of installing broadband in Queens Park Hall be approved and discussions continue with various providers on fitting two routers. This was seconded by Councillor A Wood and unanimously **RESOLVED**.

PR12(c). LAND REGISTRATION – CEMETERY

Having been updated with the costs associated with proceeding with adverse possession for land at the cemetery, Councillor M Oliver proposed that a current balance of £900 for legal fees be used for this purpose and a request made to Full Council for a transfer of £400 from the General Reserves for the remainder. This was seconded by Councillor D Porteous and **RESOLVED** unanimously.

PR13. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC.

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 being concluded, the Press and Public be re-admitted to the meeting.

It was proposed by Councillor J Lusted and seconded by Councillor J Willis that the press and public should be readmitted to the meeting.

Meeting closed at 8.50pm

Signed RG B. Archer,

Chairman.

