

## FILEY TOWN COUNCIL

### PROPERTY COMMITTEE MEETING HELD THURSDAY 25 OCTOBER 2007

Present: Cllr E Holden (in the chair) Cllr S Cross, Cllr C Hodgson, Cllr D Murton,  
Cllr Mrs J Viles, Cllr Mrs M Wright  
Mr K Leathley – Health & Safety Advisor to the Council  
Clerk – Mrs G Robinson  
Mr R Hartley and Mr T Heeley – Museum Trustees (site visit only)

*Prior to the meeting members of the Property Committee undertook a site visit to Filey Museum, 8-10 Queen Street, Filey and were given a tour of the building and discussed issues and ideas raised by Trustee members*

#### NOTICE OF THE MEETING

**RESOLVED : That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972**

555/07

#### APOLOGIES

All members of the Property Committee were present.

**RESOLVED: That this information be noted**

556/07

#### FILEY MUSEUM

##### Recommendations from the Site Visit

Members were shown around all areas of the Museum building and garden by the trustees.

##### Vent in Office/Store (Minute 154/07)

The trustees confirmed that permission had now been granted by the Conservation Officer and members of the Property Committee had no objections to this work being carried out.

##### Flooding (Minute 459/07)

Members had previously been informed that the Museum had suffered from flooding on 18 July 2007 and considered a flood alleviation baffle board/gate across the back door may give protection. Members were of the opinion that non-slip floor tiling would be more suitable than carpets in passageway areas. Mr Hartley and Mr Heeley were informed that the council was currently considering allocated government funding for flood alleviation products and the criteria upon which it could be spent and that the Trustees would be kept informed. An exhibition on flood alleviation products was currently being arranged by Scarborough Borough Council and it was hoped this would take place in January 2008.

##### Security and Building Legislation

Mr Heeley gave the Clerk a copy of a recent security assessment for the building which had been carried out by the Police Community Safety Officer and confirmed the Clerk would be informed of any implementations. The Clerk was informed that a fire risk assessment and public liability insurance (which covered volunteers) was in place.

At the Property Committee meeting members discussed all aspects of the visit and the issues raised by the trustees and after discussion it was

**RESOLVED: That the Clerk send a letter of thanks to Mr Hartley and Mr Heeley, Filey Museum Trustees for arranging the site visit and to inform them that the council had no objection to a vent being installed in the office/store of the Museum.**

557/07

**RESOLVED: That the above letter contains a recommendation from the Property Committee advising that in the event of future flooding non-slip floor tiling would be more suitable than carpet in passageway areas.**

558/07

##### Premises License

The Clerk had previously circulated a letter to members from the Honorary Secretary of the Museum informing the council of the Museum's application for a Premises License.

**RESOLVED: That the Property Committee had no objections to Filey Museum's application for a Premises License.**

559/07

**FILEY PARISH WOOD**

The Clerk had previously circulated a letter from Mr I Robinson, Chairman of the Filey Brigg Ornithological Group and Bird Observatory Limited informing the council of the continuing problem of dog fouling in Parish Wood and requesting to place a letter at the entrance to the Old Tip Nature Reserve. The Clerk had sought advice from the Environmental Health Department of Scarborough Borough Council and a suggestion had been put forward by SBC to send a letter to all households in the nearby vicinity to encourage dog owners to clear up after their dogs. Members discussed this ongoing problem at length and agreed to display more signage together with a copy of the letter at varying points in Parish Wood. Cllr S Cross offered to help the Clerk to place the signs in Parish Wood. One Bin is in place at the entrance to the nature reserve and the Clerk was asked to arrange for another bin at the top end. The Clerk was asked to arrange for additional patrols by the Council's Dog Warden in this area and it was agreed that the press be informed to highlight further awareness that the area is being monitored. Members agreed that if there was no improvement in this area then a 'No Dogs Allowed' area would be applied for. It was

**RESOLVED: That the Clerk be instructed to arrange large posters and copies of the letter to be displayed at Parish Wood.**

560/07

**RESOLVED: That the Clerk write to Scarborough Borough Council to request that additional patrols be carried out by the Dog Warden Service at Parish Wood with a view to catching and prosecuting those who break dog fouling laws.**

561/07

**RESOLVED: That a letter be sent to Filey Brigg Ornithological Group and Bird Observatory Limited informing them of the proposed action to be taken and stating that members had no objection to the group's proposed letter being placed at the entrance to the Old Tip Nature Reserve.**

562/07

**PROPERTY UPDATE**

Rose Garden

The Clerk informed members that all sea front commemorative seating has been finished and the next phase of commemorative seating in Rose Garden would be offered to persons on the waiting list. The Rose Garden area including bins, lamp column would be re-painted by SBC before next spring. It was

**RESOLVED: That this information be noted and the Clerk make the necessary arrangements for issue of commemorative seating in the Rose Garden area.**

563/07

Fire Safety Issues

The Clerk highlighted awareness of fire safety issues in the building after attending a recent Fire Warden course: An excess of paper supplies needed to be stored properly and posed a high fire risk and should be housed in metal storage cabinets. The Clerk highlighted concerns regarding the evacuation of persons in the council chamber in the event of a fire and had obtained an estimated cost for a fire escape ladder at an approx £82.00. The Clerk informed members that fire doors are required in the hallways to give fire protection to upper floors and members agreed that main entrance doors should be closed after entering and signs erected to this effect. Security entry for the back door of the building during day time use was also a concern. After discussion it was

**RESOLVED: That the Clerk order storage cabinets and a fire escape ladder from the current years Property Committee's budget.**

564/07

**RESOLVED: That the Clerk investigate costings for fire doors and a security entry system for inclusion in next years Property Committee budget proposal.**

565/07

It was agreed that one member of each meeting should be responsible for ensuring main entrance doors are shut before each meeting commences. It was

**RESOLVED: That this information be noted.**

566/07

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Fire Safety issues continued

A proposal to re-cover the council chamber chairs which do not comply with fire regulations to be considered in next year's property budget was put to the vote, but was not carried by 1 vote for and 5 against.

It was

**RESOLVED: That the next site visit of the Property Committee will be to Filey Parish Wood and the Clerk was asked to make the necessary arrangements.**

**567/07**

Councillor E. Holden  
Chairman