

FILEY TOWN COUNCIL

PROPERTY COMMITTEE MEETING HELD THURSDAY 9 JULY 2007

Present: Cllr E Holden (in the chair) Cllr C Hodgson, Cllr D Murton, Cllr Mrs J Viles
Cllr Mrs M Wright and Clerk – Mrs Robinson

Prior to the meeting members of the Property Committee undertook a site visit to Queen Street Gardens

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

351/07

APOLOGIES

Cllr S Cross had sent apologies to the meeting due to a work commitment and Mr K Leathley had sent apologies to the meeting due to being on holiday.

RESOLVED: That Cllr Cross and Mr Leathley's apologies be accepted.

352/07

NO SMOKING LEGISLATION

The Clerk informed members that the Town Council had complied with the new no-smoking legislation and although the Council Offices have always been a non smoking building the new signage was now in place in all rooms. A wall ash bin had been purchased and placed on the outside wall adjacent to the back door of the building for smokers to extinguish cigarettes.

RESOLVED: That the above information be noted.

353/07

QUEEN STREET GARDEN

After the site visit prior to the meeting members were informed by the Clerk that the first tier of wooden fencing was not safe, the Clerk had taped off this area of the garden and Cllr Hodgson offered to attend to this and make secure as a matter of urgency. The Clerk also informed members that there were a lot of cracks in the crazy paving which needed infilling to avoid slips and trips. Members commented that the garden was well attended to by the contractor although was lacking in colour, members agreed to review the allocated budgeted funds towards the end of the year and if monies were available new planting could be undertaken. It was

RESOLVED: That the Clerk be instructed to arrange minor works as identified above within the allocated budget as soon as possible.

354/07

HEALTH & SAFETY RISK ADVISOR

The Clerk had previously circulated a letter from Mr K Leathley informing the council that he accepted the council's request for him to continue as the Town Council's Health & Safety Risk Advisor. It was

RESOLVED: That Mr K Leathley is appointed as the Town Council's Health & Safety Risk Advisor for 2007/08.

355/07

PROPERTY UPDATE

The Clerk gave a verbal update on the following items:

Commemorative Seating

32 Sea Front seats have been sold to people on the commemorative seating waiting list, an ongoing maintenance programme is in place and the seats will shortly be completed. A further release of seats in Rose Garden will then be offered to people remaining on the waiting list.

Burial Software

Burial software has been ordered and will be installed in September 2007; full training will be given to all staff to transfer all burial records for the Lawns Cemetery to a computerised system.

Mayoral Nameplates

Mayoral Nameplates have been engraved for Mayoral photographs and will be in place by the end of the week.

Lightning Conductor

A Lightning Conductor and surge protection system is now in place at the Council Offices.

Council Chamber

The Oil Painting has now been hung in the Council Chamber and the Mayoral Desk has been re-varnished. The Honorary Citizen board is now in place and has been sign written with names of Honorary Citizens.

Land Registry

All council land has now been registered with the Land Registry and all documentation is now complete.

Lawns Cemetery

The Clerk informed members that some flooding had occurred over the past weeks at the Lawns Cemetery and this was a health & safety risk due to contamination of surface water, although the situation had now resolved itself. Members agreed to undertake a site visit at the Lawns Cemetery prior to the next Property Committee meeting, the Clerk to arrange for the contractor to also be present and all problems would be fully investigated.

Improve the front of the Council Offices

The Clerk informed members that no progress had been made to encase the many cables in trunking outside the council offices but this would be dealt with in the near future.

Meetings

A request was made by members that the fire evacuation procedures should be given out prior to the commencement of meetings and the Clerk was asked to address this. It was

RESOLVED: That the above information be noted and acted upon where necessary.

356/07

FILEY ALLOTMENT & GARDEN ASSOCIATION LEASE RENEWAL

The Clerk had previously circulated to members copies of the existing lease and the proposed new draft lease which had been legally prepared. Members considered the contents carefully and recommended that paragraph 3(d) of the existing lease should be included in the new lease, and the Clerk was instructed to arrange for this insertion. Paragraph 3(e) was also considered for inclusion but this was not felt necessary. The Clerk informed members that it is the Allotment Association's responsibility to report the lease for Stamp Duty and also register the lease with the Land Registry. It was agreed that a visit to the Allotments could be included in the Property Committee's schedule to review all council land and buildings and the Clerk was asked to include this on the itinerary. After discussion it was

RESOLVED: That the Clerk arrange for the above amendment to be made with the lawyer and a draft copy of the lease renewal to be sent to the Secretary of the Filey Allotment & Garden Association for their approval.

357/07

RESOLVED: That upon satisfactory approval from the Filey Allotment & Garden Association the Clerk make arrangements for the lease to be signed and witnessed by the Chairman of the Council and the Town Clerk and Chairman and Treasurer of the Allotment Association

358/07

Councillor E. Holden
Chairman