

FILEY TOWN COUNCIL

PROPERTY COMMITTEE MEETING HELD ON 16 JULY 2009 AT 11.15AM

Present: Cllr E Holden (in the chair), Cllr C Hodgson, Cllr D Murton, Cllr Mrs J Viles,
Cllr R Walker
Mr K Leathley – Health & Safety Advisor to the Council (non voting)
Clerk – Mrs G Robinson

Prior to the meeting members of the Property Committee undertook a site visit to Filey Allotments, Muston Road, Filey and were given a conducted tour of the site by the Chairman, Secretary and Committee Members of the Allotment & Garden Association

The Chairman welcomed everyone to the meeting.

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

463/09

APOLOGIES

Cllr Mrs M Wright had sent apologies to the meeting due to a prior commitment.

RESOLVED: That Cllr Mrs M Wright's apologies be accepted.

464/09

DECLARATIONS OF INTEREST

There were no declarations of interest in items on the agenda.

RESOLVED: That this information be noted.

465/09

ELECTION OF VICE CHAIRMAN

It was proposed and duly seconded that Cllr C Hodgson be elected as Vice Chairman of the Property Committee for 2009/2010. It was

RESOLVED : That Cllr C Hodgson be elected Vice Chairman of the Property Committee for 2009/2010.

466/09

FILEY ALLOTMENTS

Members of the Property Committee and the Clerk had been welcomed by the Filey Allotment & Garden Association Committee earlier in the morning and discussions had taken place regarding the Association's proposal to install a toilet with disabled access to the adjacent existing Allotment Shop. Members of the Property Committee gave advice and information to the Allotment Committee regarding requesting permission from the Town Council (as the landowner) in the first instance, planning permission, sources of possible funding etc. Suggestions were made to the Allotment Committee to investigate the possibility of a septic tank and to make contact with Yorkshire Water prior to submitting a planning application. Members commented that the Allotment site was well managed by the Allotment Association and was looking very well kept with lots of flourishing produce. Members inspected all the ditches which had recently been cleaned out and the hedges which are due to be cut back at the end of the year as part of the responsibility of the Allotment & Garden Association. Members were shown the new barrier which has been installed to improve security on the site. The Clerk was requested to obtain a copy of the Allotment & Garden Association's Public Liability Insurance and upon advice from the Council's Health & Safety Risk Advisor make a request to the Allotment Committee to consider whether a handrail should be installed on the wooden bridge. After discussion it was

RESOLVED: That the Clerk send a letter of thanks to the Filey Allotment & Garden Association Committee for showing Members of the Property Committee around the Allotment site and make the requests as detailed above.

467/09

COUNCIL OFFICES, 52A QUEEN STREET, FILEY

The Clerk had previously circulated to members a copy of the Periodic Inspection of Electrical Installation report undertaken on 17 June 2009 for the Council Offices, 52A Queen Street, Filey. The declaration of the report stated that the installation was overall in a satisfactory condition but made several observations and recommendations for actions to be taken which Members considered in detail. The Clerk confirmed that she arranged immediate attention for item no 11 (Archive Room – 2 Fluorescent lights are missing screws and are hanging down from the ceiling, require fixing) which had been completed and informed members that after discussion with the electrical contractors some of the recommendations although were considered satisfactory and safe do not meet the current British Safety Standards for electrical installations which are revised on a frequent basis. Members considered that Item 6 (Disabled Toilet – no cross bonding on the sink between pipe work) and Item 7 (Toilet – Light switch is very close to sink) be attended to as a priority. The Health & Safety Risk Advisor would ensure that Item No 4 – excessive use of extension leads throughout the offices was kept to a minimum and there were no tripping hazards on the next Health & Safety Inspection of the Council Offices. It was

RESOLVED: That the Periodic Inspection of Electrical Installation Report for the Council Offices dated 17 June 2009 be accepted with the recommendations detailed above being attended to as soon as possible. **468/09**

PROPERTY UPDATE

The Clerk informed members that the provision of a small office safe had now been installed. The Clerk drew member's attention to a window frame in the Council Offices which needed replacing and after discussion she was asked to obtain quotations for a double glazed replacement after verification with the planning authority.

Cllr C Hodgson stated that he had recently inspected Queen Street Garden and the railings were all secure and the garden was well kept by the contractor.

The Clerk informed members that a site visit to the Lawns Cemetery had been arranged to take place on Thursday 6 August 2009 which would be followed by a Property Committee meeting. It was

RESOLVED: That the above information be noted.

469/09

Councillor E. Holden
Chairman
Property Committee