



Filey Town Council

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18 September 2019

Dear Councillor,

Ordinary Property Committee Meeting

You are hereby summoned to attend an ordinary meeting of the Property Committee to be held on **Thursday 26 September 2019**, commencing at **10am**, at the **Bandstand** followed by a formal meeting at **11am** in the **Committee Room, Council Offices, 52a Queen Street, Filey, YO14 9HE.**

The agenda for the meeting is set out below.

David Liddle
Town Clerk and RFO

Agenda

Committee Members:

Councillors: Haddington, Crawford-Gage, Houlden-Banks, Mills, Parkin, Robinson.

	Item
1	Apologies Committee to note any apologies, the reason(s) given for absence and consider acceptance of them.
	<u>Procedural items</u>
2	Declarations of interest Committee to receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests or personal interest. Code of Conduct http://www.fileytowncouncil.co.uk/Policy/Code%20of%20Conduct_08.11.2017.pdf



3	<p>Minutes of the ordinary meeting held on 25 July 2019 Committee to consider approving the minutes as a true and accurate record.</p> <p style="text-align: center;">Minutes</p> <p>https://fileytowncouncil.sharepoint.com/:b:/g/Files%20Town%20Council/Ecg4GlvRJ_NKsuEiGd840vcBPOco_Q0OCvIvLogT1_q3pw?e=DfUnOz</p>																
<u>Business items</u>																	
4	<p>Council Offices</p> <p>A) Health & Safety Report Committee to understand the current situation regarding Health and Safety Management. ELAS the Councils H&S advisor as stated previously produced a report on which all actions have been completed including the arrangement of First Aid Training For both the Clerk and Assistant Clerk. A follow up visit by ELAS is planned for 7th November 2019 at 9:30am.</p> <p>B) Windows Quote have been investigated for the refurbishment of the windows to the front of the Council Offices: - <u>Offices window Refurbishment Quote Comparison</u></p> <table border="1" data-bbox="252 1099 1380 1413"> <thead> <tr> <th>Contractor</th> <th>Scale of work</th> <th>Price</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>M&R Malley</td> <td>See Quote</td> <td>£3076.80 +VAT</td> <td>Experienced contractor has worked many times on the Building</td> </tr> <tr> <td>Scarborough Building Services</td> <td></td> <td></td> <td>Failed to quote</td> </tr> <tr> <td>C.A. Wharton & Son</td> <td></td> <td></td> <td>Failed to quote</td> </tr> </tbody> </table> <p>The committee to review the quote and decide the way forward. https://fileytowncouncil.sharepoint.com/:b:/g/Files%20Town%20Council/EfrTKn_LZsVNiYP0n70bbt4BaEHq6gD_SGLN398g5zplGA?e=aRy6hx</p>	Contractor	Scale of work	Price	Comment	M&R Malley	See Quote	£3076.80 +VAT	Experienced contractor has worked many times on the Building	Scarborough Building Services			Failed to quote	C.A. Wharton & Son			Failed to quote
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5	<p>Work arising from the Museum visit. All work reported at the last visit to the Museum has been reported to the appropriate builder the clerk a quote has been received and PO raised, and we are awaiting the invoice for the completed work.</p>																
6	<p>Work arising from the Lawns Cemetery visit. Railings: - Committee to consider the quotes for fitting of the new railings. The links to the quotes are below Summary table: -</p>																



	<p><u>Lawns Cemetery Railings Quote Summary Revised September 2019 See Link below</u></p> <p>https://fileytowncouncil.sharepoint.com/:b:/g/Filey%20Town%20Council/EamNye4Y_gVKl43mQbqjGMMBig69i0SvMEXtZkNtIKvWbQ?e=xLgXnm Copies of Quotes: - link below</p> <p>https://fileytowncouncil.sharepoint.com/:b:/g/Filey%20Town%20Council/EbnN_vsTV-hCniWOGqOCnd8B19HaiKUDk_hIUYB6j6ilsg?e=2IaLf8</p>
7	<p>Confirmation of the actions arising from the visit to the Bandstand. Committee to confirm any actions discussed during the visit this morning.</p>
8	<p>Queen Street Garden The initial survey has taken place and the Clerk has received an initial report (see link below) and topographical drawings (available at the meeting). https://fileytowncouncil.sharepoint.com/:b:/g/Filey%20Town%20Council/Ea0cVTxYi55AoEOgiN0AqFIBp2zhmlJyjwiLjc2yT_laiA?e=6TCLdu</p>
<p><u>Next Meeting</u></p>	
9	<p>Items for inclusion on the next meeting agenda Members may use this opportunity to raise items for inclusion on future committee meeting agendas.</p>
10	<p>Date and time of the next meeting Committee to note that the next meeting will be 14 November 2019 at 10am at the Council Offices (Committee Room)</p>