

MINUTES OF THE MEETING OF THE PROPERTY AND ASSETS COMMITTEE HELD ON 30th OCTOBER 2018 IN THE ROSE ROOM OF THE COMMUNITY CENTRE AT 7.30PM

PRESENT: Cllrs. Williams (Chairman), Farrar, Hill, R Lewin, Summers and Wogan

APOLOGIES: Cllrs Davies (family), Hindler and Josephson (work)

NOT PRESENT:

IN ATTENDANCE: The Clerk and Asst Clerk. 4 representatives from Pre-School

568/18 PUBLIC QUESTIONS Jade Turnbull-Allen reported on the pest control issue in the shed adjoining the Hambro Hall. She and Maria(administrator) asked the Committee to re-look at the decision to not make any payment towards equipment that had been damaged beyond repair.

569/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr. Davies due to family commitments and Cllr. Hindler and Josephson due to work.

570/18 TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW

| Name | Min. No. | Category of Interest | Reason |
|----------------|----------|----------------------|---|
| Cllr. Hill | 575/18 | Personal | Trustee of Forest Hall Village Hall Management Committee (hiring space) |
| Cllr Wogan | 575/18 | Personal | Trustee of Forest Row Sports Ground Association |
| Cllr. Williams | 575/18 | Personal | Trustee of Forest Row Sports Ground Association |
| Cllr R Lewin | 575/18 | Personal | Treasurer of Ashurst Wood Village hall (hiring space) |

571/18 RECORDS OF THE MEETING OF THE PROPERTY & ASSETS COMMITTEE MEETING HELD ON 10th JULY 2018

- The Minutes of the meeting held on 10th July 2018 had been circulated in advance and were proposed for adoption by Cllr. Hill, seconded by Cllr. Williams and AGREED.
- There were no objections to the deletion of the digital transcript of the meeting of 10th July 2018.

572/18 CLERKS REPORT ON MATTERS ARISING – not covered elsewhere on this agenda

1. The war memorial repairs (including the surrounding paving) have been completed. NOTED
2. The drainage repairs at the Community Centre have been completed. NOTED
3. Provisional approval has been received from the Conservation Officer to proceed with the pointing work on the Community Centre. NOTED
4. Weirwood car park – The Clerk is still trying to find someone to repair the potholes. NOTED

573/18 CLARIFICATION OF ACTIONS FROM LAST MEETING

None

574/18 FINANCIAL REPORT

This had been circulated in advance and was NOTED.

575/18 COMMUNITY CENTRE: ITEMS FOR CONSIDERATION / RESOLUTION

1. Damage to pre-school equipment. On 10th July Committee resolved not to make any payment in respect of the pre-school claim that equipment had been damaged by vermin because of insufficient precautions by the Council. A further letter had been received from the pre-school which had been previously circulated. There was discussion over this and Standing Orders were suspended to allow the pre-school representatives to answer questions from the Committee. They assured the Committee that the items kept in the shed were checked/used daily and the damage had occurred during the Easter holidays.
Cllr. Hill proposed that Finance & Policy Committee consider a small grant at their next meeting to replace some of the equipment. There was no seconder for this proposal.
Cllr. Farrar proposed that at the next Finance & Policy Committee meeting, a rent reduction for a period of time/amount to be decided upon, be considered.
This was seconded by Cllr. Hill and AGREED.
2. The future of the old 'Venu' building. To assist the Committee's consideration of the future of the present 'Venu' building, a quote had been obtained for basic insulation and refurbishment and had been circulated. There was much discussion and comment on this.
Cllr. Farrar proposed that no money be spent on the old 'Venu' until the new building is occupied and running. Re-look at this in September 2019. This was seconded by Cllr. Hill and AGREED.
3. Cycle Stand. This subject had been brought back to Committee at the request of Localism, specifically the cycle hire service, which would like to relocate to the Community Centre, both for security and to promote a simplified operating scheme.
Cllr. R Lewin proposed that Committee accept the idea of the cycle stand in principle, subject to finalisation of any agreement with the cycle firm. This was seconded by Cllr. Williams and AGREED.
4. Drainage Maintenance contract. A quote had been obtained for a regular maintenance contract which would save the Council money and the risk of flooding.
Cllr. Wogan proposed that the quote be accepted. This was seconded by Cllr. Hill and AGREED.
5. Other major expenditure. The following were suggested:
 - Fit 'tell-tales' over historic cracks on the building and check regularly for any movement.
 - The 'bubbling' of the flooring in the corridor needs investigation.
 - Toilet at the rear of the building needs refurbishment.
 - The '60's' extension at the rear of the building needs consideration and upgrading.The Clerk advised that the corridor floor should be looked at fairly urgently.
Cllr. Wogan asked that £ 20,000 be put into a refurbishment reserve.

576/18 OTHER PROPERTY & ASSETS: ITEMS FOR CONSIDERATION / RESOLUTION

1. New litter bins. Alternatives had been circulated. Cllr. Farrar proposed that Council purchase 2 metal 'Chieftain' bins for Upper Close and Rush Green. This was seconded by Cllr Williams and AGREED.
2. Cigarette Stubber. The stubber in Newlands Place had been off its mounting for some time. Cllr. R Lewin proposed that this be removed. This was seconded by Cllr. Summers and AGREED with 1 against.
3. Bid for CIL monies. The Council now had over £ 4,500 in CIL monies. This has to be applied to 'infrastructure projects'. Cllr. R Lewin proposed that the matter of taking the cost of the new litter bins from CIL monies be considered by Finance & Policy. This was seconded by Cllr. Wogan and AGREED.
4. Grit Bins. Cllr. Hill proposed that the missing bin at Swans Ghyll be reinstated and filled. This was seconded by Cllr. Williams and AGREED.
Cllr. Williams proposed that a grit bin be purchased for Highgate Road (to replace a concrete container) – if finances allow. This was seconded by Cllr. Hill and AGREED.
Cllr. Wogan proposed that the Clerk investigate if Finance & Policy Committee could consider the purchase of 2 grit bins (including filling) from CIL monies. This was seconded by Cllr. Hill and AGREED.

577/18 TO CONSIDER AND ADOPT A DRAFT COMMITTEE BUDGET FOR 2019-2020

The budget figures were discussed and £500 was added for grit bins.

Cllr. Williams proposed that the budget be adopted. This was seconded by Cllr. Hill and AGREED.

CONFIDENTIAL PROPERTY MATTER

This was considered under Confidential Minute No.578/18

579/18 CORRESPONDENCE - None

580/18 ITEMS FOR FUTURE CONSIDERATION BY COMMITTEE OR FULL COUNCIL

- Pre-school equipment contribution on Finance & Policy agenda
- Purchase of new grit bins and litter bins from CIL monies on Finance & Policy agenda.
- Confidential property matter on next Property & Assets agenda.

The meeting closed at 9.20pm.

Signed:.....
Chairman

Date:

578/18 CONFIDENTIAL MINUTE NO:

1. East Sussex County Council – Library. The formal lease has expired and East Sussex Library Service is therefore at present, under the provisions of the Landlord & Tenant Act, 'holding over' from month to month on the lease terms.
NOTED
2. Acupuncture Room – The lease expires on 31st December 2018. Under the Landlord & Tenant Act she has an automatic right to renewal of her lease, if she so wishes. There has been an approach from another prospective tenant, who would also wish to lease the 'Community Office' for storage purposes. Cllr. Hill proposed that informal advances be made to see if the current tenant wishes to renew. This was seconded by Cllr. R Lewin and AGREED.
Cllr. Wogan proposed that if the acupuncturist does not renew, the other interested party be approached. This was seconded by Cllr. R Lewin and AGREED.
The Clerk was asked to tell the other interested party that they may rent the 'Community Office'.
3. Hambro Hall – The lease with the Pre-school expires August 2019 In this lease the Landlord & Tenant Act ss 24-28 provisions are excluded. Any new lease would have to satisfy 'best value' criteria. Cllr. Hill proposed that the next lease which is granted on the premises is for 3 years. This was seconded by Cllr. Wogan and AGREED.