

**MINUTES OF THE MEETING OF THE PROPERTY AND ASSETS COMMITTEE HELD ON 5th NOVEMBER 2019 IN THE ROSE ROOM OF THE COMMUNITY CENTRE AT 7.30PM**

**PRESENT:** Cllrs. Williams (Chairman), Hill, Josephson, R Lewin, Pritchitt, Summers and Wogan

**APOLOGIES:** Cllrs. Miller & Davies

**NOT PRESENT:**

**IN ATTENDANCE:** The Clerk and Asst Clerk. 1 member of public – Mr Alistair Bailey

**314/19 PUBLIC QUESTIONS**

Mr Bailey explained his proposal for the use of the old Venu building as a Resource Centre for people with disabilities.

**315/19 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Miller due to work, Cllr Davies for medical reasons

**316/19 TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW**

Name	Min. No.	Category of Interest	Reason
Cllr. Josephson	321/19	Personal	Hirer of a room at the Community Centre.

**317/19 RECORDS OF THE MEETING OF THE PROPERTY & ASSETS COMMITTEE MEETING HELD ON 2nd JULY 2019**

- The Minutes of the meeting held on 2<sup>nd</sup> July 2019 had been circulated in advance and were proposed for adoption by Cllr. Josephson, seconded by Cllr. Hill and AGREED.
- There were no objections to the deletion of the digital transcript of the meeting of 2<sup>nd</sup> July 2019.

**318/19 CLARIFICATION OF ACTIONS FROM LAST MEETING**

None

**319/19 CLERKS REPORT ON MATTERS NOT REQUIRING A DECISION**

1. Pointing Repairs – the essential repairs were done in August at a cost of £ 1680 + VAT.
2. Energy Consultation with FREC – A meeting will be arranged soon to discuss practical improvements. NOTED
3. Bus Shelter Cleaning – The metal shelters have now been pressure cleaned. NOTED
4. Litter Bins – Four new bins have been purchased with CIL funds. NOTED
5. BT public phone box – We have told BT that we have no objection to its removal. NOTED
6. Pre School floor and electrics – The flooring in the Hambro Hall was replaced over the Summer holidays as it was coming apart and was dangerous. This cost £ 2571 + VAT. The Pre-School have requested additional sockets and a quote is awaited. Cllr. Hill proposed that the Clerk have authority to go ahead with necessary repairs. This was seconded by Cllr. Pritchitt and AGREED. Cllr. Hill proposed that the Hambro Hall be inspected quarterly, without notice. This was seconded by Cllr. Williams and AGREED.
7. Upgrade of alarm systems – The upgrading of the Community Centre system had been postponed due to budget constraints. A quote of £ 929 + VAT had been obtained for an insurance-approved alarm system for the Hambro Hall. Cllr. Josephson proposed that the system for the Hambro Hall be installed. This was seconded by Cllr. Hill and AGREED.

Cllr. R Lewin left the meeting at 7.55pm.

### **320/19 FINANCIAL REPORT**

This had been circulated in advance and was NOTED

Cllr. Wogan had asked for a separate printout showing the VENUe figures. The Clerk was thanked for producing this. NOTED

### **321/19 CURRENT ITEMS FOR CONSIDERATION / RESOLUTION**

1. Community Centre upkeep & decoration: The sub-committee had not yet met but a date would be arranged as a matter of urgency. NOTED  
Community Services committee had authorised the installation of a water bottle filling point at the Community Centre. A quote had been obtained for a vandal-proof unit of £495 + VAT. We have been notified of a legacy of £ 10,000. Cllr. Josephson proposed that the cost should be taken from the legacy and a plaque be erected. This was seconded by Cllr. Pritchitt and AGREED.
2. The old Venu building: At the July meeting, Committee resolved “that the idea of a ‘Men’s Shed’ be investigated further to see how much interest there was and be brought to the next Property & Assets Committee meeting. Sara Smart’s position paper had been previously circulated. A proposal had also been received from Mr Alistair Bailey for the use of the old Venu as a Centre for people with disabilities and his paper had also been previously circulated.  
Pre-School had also expressed an interest in the use of the building.  
These proposals were discussed, and Mr Bailey’s and the Men’s Shed were thought to have priority.  
Cllr. Josephson proposed that Mr Bailey and Sara Smart discussed a possible joint venture and take their proposal to Community Services Committee in December. This was seconded by Cllr. Hill and AGREED with 3 for, 1 against and 2 abstentions.
3. The SE end of the Community Centre – Cllr. Josephson had not yet spoken to other users of the building but this would be done as soon as possible. NOTED
4. The Weirwood Car Park – A quote had been received to re-surface the car park for £12,125 + VAT. Cllr. Williams proposed that this quote be accepted. This was seconded by Cllr. Hill and AGREED.

### **322/19 DRAFT DEPARTMENTAL BUDGET FOR 2020-21**

A draft budget had been previously circulated. Cllr. Williams proposed that the budget be accepted, with an additional £2,000 for Community Centre Enhancement. This was seconded by Cllr. Josephson and AGREED.

### **323/19 CORRESPONDENCE**

None

### **324/19 ITEMS FOR FUTURE CONSIDERATION BY COMMITTEE OR FULL COUNCIL**

Cllr. Wogan asked that fingerposts be put on the next agenda.

Cllr. Pritchitt asked if storage at the VOTG for regular users could be considered.

Cllr. Summers asked that the situation regarding the grit bin at Highgate Road be looked at.

The meeting closed at 8.50pm.

Signed:.....  
Chairman

Date: .....