

**Minutes of the Meeting of the Property Committee
held by Zoom on 17th November 2020.**

Present:- Councillor M Oliver – Chairman
Councillors R Butcher, B Doncaster K Gulson, G Needham and S Sanderson.

In attendance – H Taylor.

PR25. APOLOGIES

No apologies were received.

PR26. DECLARATION OF INTERESTS

No declarations were received.

PR27. MINUTES

Councillor R Butcher proposed approval of the Minutes of the Committee held on 22nd September 2020. This was seconded by Councillor G Needham and **RESOLVED** unanimously.

PR28. PUBLIC PARTICIPATION

No Member of the Public wished to speak.

PR29. REPAIRS AND MAINTENANCE

By way of a report by the Clerk (a copy of which is appended in the Minute Book), Members were informed of the repairs and maintenance carried out on the facilities since the last meeting, along with that planned. Offering some good and bad news, the Clerk reported that the repairs to the guttering on the Austin Hall had been completed and no further leaks have been reported. Unfortunately, water has started to get in through a velux window in a changing room at Queens Park and an examination has revealed an issue with the flashing resulting in the need to replace the flashing kits on all eight velux windows, it is hoped that this work will be undertaken soon.

Mention also was made of the contents of the Fire Risk Assessments for the buildings. The Clerk explained that she had only just received the documents but there were several actions relating to signage, door seals/closures, PAT testing and the need for a detection sounder unit that would need to be addressed. A further report would be submitted to the next meeting of the Property Committee but in the meantime Councillor Sanderson offered his expertise in dealing with the areas of concern.

Finally, Members agreed to discuss the removal of the fencing around the pavilion at a later date.

PR30. BUDGET 2020/21

Members were presented with a budget report as at 30th September 2020 (a copy of which has been appended in the Minute Book). In discussing the various budget headings, actual spend against predicted and the proposed figures for 2021/22, Members were reminded that hall income this financial year is substantially lower than that

projected due to the pandemic and forecasting for next year is challenging, given that no one knows when the facilities will be able to operate as normal again. Whereupon, it was proposed by Councillor R Butcher that the budget be recommended to Full Council for approval. This was seconded by Councillor S Sanderson and unanimously **RESOLVED**.

Meeting closed at 7.40pm

A handwritten signature in black ink that reads "M. C. Olive" with a stylized flourish at the end.

Signed

Chairman.