



YAXLEY PARISH COUNCIL

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To: All Members of the Property Committee

Sir/Madam

You are hereby summoned to attend a Meeting of the **Property Committee** of the Yaxley Parish Council to be held **on Tuesday 28th March 2023 at 7.00pm in the Council Chambers, The Amenity Centre, 48 Main Street, Yaxley, PE7 3LU followed by a meeting of the Planning Committee.**

H. Taylor

Helen Taylor
On behalf of Yaxley Parish Council

21st March 2023

THE PUBLIC AND PRESS ARE ALWAYS WELCOME

AGENDA

- PR37. APOLOGIES FOR ABSENCE**
To receive and accept apologies for absence.
- PR38. DECLARATIONS OF INTERESTS IN AGENDA ITEMS**
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.
- PR39. MINUTES**
To approve as a correct record the Minutes of the meeting of the Property Committee held on 15th November 2022 - attached.
- PR40. PUBLIC PARTICIPATION**
A maximum of 15 minutes is permitted for members of the public to address the Council.
- PR41. REPAIRS AND MAINTENANCE**
To note the work carried out on the buildings since the last meeting – report by the Clerk – attached.

Cut off time for the meeting is 7.30pm

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**Minutes of the Meeting of the Property Committee held in the Council Chambers,
Main Street, Yaxley on 15th November 2022 at 7.00pm.**

Present:- Councillor D Chapman – Vice Chairman in the Chair

Councillors: R Butcher, B Doncaster, K Gulson and D Porteous.

In attendance – Mrs H Taylor – Clerk.

PR26. APOLOGIES

Apologies for absence were received and accepted from Councillors A Knight, A Minns and S Sanderson.

PR27. DECLARATION OF INTERESTS

No declarations were received.

PR28. MINUTES

Councillor R Butcher proposed approval of the Minutes of the Committee held on 27th September 2022. This was seconded by Councillor R Doncaster and **RESOLVED** unanimously.

PR29. PUBLIC PARTICIPATION

No Member of the Public wished to speak.

PR30. REPAIRS AND MAINTENANCE

By way of a verbal report by the Clerk, Members noted the repairs and maintenance carried out on the facilities since the last meeting, along with that planned. Members were advised that the work to replace the flooring in the Austin Hall kitchen and toilets, approved at the last meeting, would be taking place in January.

PR31. STORAGE ROOM EXTENSION QUEENS PARK HALL

Members expressed their delight at the speed in construction and build quality of the new storage room at Queens Park.

PR32. BUDGET 2022/23

Members were presented with a budget report as at 30th September 2022 (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 2023/24, Members were advised that the 2023/24 income figures for the halls were based on the current regular bookings and that all energy costs have been doubled. The Clerk advised that she would discuss the maintenance figure for Queens Park with the Accountant prior to the final draft being produced for Full Council as the £3,000 mentioned in the notes was for the Amenity Centre. Whereupon, it was proposed by Councillor R Butcher that the budget be recommended to Full Council for approval. This was seconded by Councillor R Doncaster and unanimously **RESOLVED**.

PR33. EXCLUSION OF THE PRESS AND PUBLIC

That in accordance with Section 1(2) of the Public Bodies (admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting.

It was proposed by Councillor R Butcher and seconded by Councillor D Porteous that the meeting should be closed to the public and press at 7.25pm.

PR34. SOUND ABSORBING MEASURES QUEENS PARK HALL

Consideration was given to a report by the Clerk (a copy of which is appended in the Minute Book) outlining a possible solution to improve the acoustics at Queens Park hall. Members were advised that sound absorption panels fixed to the ceiling would reduce the echo and reverberation and were quick and simple to install. Having considered a quote for the supply of the panels, it was proposed by D Porteous, seconded by R Butcher and unanimously **RESOLVED** that Financial Regulations 10.3 and 11 (a.i) be waived to allow the quote from Soundproofing Store be accepted, **a budget of £3,000 be set for the provision and installation and a request be made to Full Council to fund the cost from the General Reserves.**

PR35. REPLACEMENT FRONT AND BACK DOORS QUEENS PARK HALL

Having considered a quote for replacing the French doors at the entrance and the composite back door at Queens Park, it was proposed by Councillor R Butcher, seconded by Councillor D Porteous and unanimously **RESOLVED** that Financial Regulations 10.3 and 11 (a.i) be waived to allow the quote of £2,230 from Trade Frame to be accepted and **a request be made to Full Council to fund the £2,230 from the General Reserves.**

PR36. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC.

That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business being concluded, the Press and Public be re-admitted to the meeting.

It was proposed by Councillor D Porteous and seconded by Councillor R Butcher that the press and public should be readmitted to the meeting.

Meeting closed at 7.35pm

Signed

Chairman.

YAXLEY PARISH COUNCIL PROPERTY COMMITTEE

DATE: 28th MARCH 2023

SUBJECT: REPAIRS AND MAINTENANCE

PURPOSE OF REPORT

To inform Members of the repairs and maintenance carried out on the facilities since last reported and that planned.

MAINTENANCE AND REPAIRS CARRIED OUT

Since the last meeting the old tiles in the Austin Hall kitchen have been taken up and a new floor laid, along with new flooring in the adjacent toilets. The kitchen was out of use for a few days, but the inconvenience was worth it with the new floor being an improvement.

The annual fire alarm/lighting tests across all sites have been completed with very few actions requiring attention.

Both the hot air unit in the Austin Hall and the gas overhead heater in the workshop have been serviced.

During the wet cold spell, the Grounds Team redecorated the walls of the changing rooms in Queens Park, making everywhere look a lot cleaner. They have also painted the floor and ceiling of the new storage room off the main hall at Queens Park and made good the paintwork in the hall. The team have done an excellent job.

Noise reducing boards have been installed on the ceiling of the main hall at Queens Park. The contractors who built the storage room came back to install the panels as scaffolding was required to reach the ceiling. They didn't disappoint, the work was done seamlessly, and the panels don't look out of place. Users have commented on the difference made to the sound levels and that they have made the room warmer.

Staying with Queens Park, the back and front doors have been replaced with modern composite doors, a big improvement on the old ill fitted wooden doors.

A number of emergency light fittings and three LED lights in the car park at Queens Park have had to be replaced, we believe this was due to a power surge following a power cut. The LEDs have had a power surge unit installed so if it happens again then only the unit will need replacing rather than the light fitting.

Stretton Pre School have replaced the wooden fence around the front garden and at the same time we asked the contractor to replace the gate post and baton at 50 Main Street.

PLANNED WORK

The Referee's changing room floors at Queens Park are badly stained and could do with replacing, the Clerk will be getting costings for this and the replacement of the non flushing urinal in the gents toilet which permanently smells. Fixed wire testing is also required on all the Council's buildings and this has been arranged for the coming months.

RECOMMENDATION

- That the report be received and the contents noted.

Helen Taylor Clerk to Yaxley Parish Council