

HESSLE TOWN COUNCIL
Asset Management
Tuesday, 8th June 2010 at 7.30pm
Town Hall, South Lane, Hessele

MINUTES

Present: Councillors Jefferies, Masson, Prattley and Smith.

Mr K.Fisher

Councillor Kitchen Chairman of the Council took the first 3 items on the agenda.

Apologies: Cllrs. Morrow, B.E.Tress and R.D.Tress.

13961 DECLARATION OF INTEREST:

None were given.

13962 ELECTION OF CHAIRMAN:

Nominations are invited for the election of Chairman of the Asset Management Committee for the current municipal year.

(Masson/Jefferies)

RESOLVED to nominate Cllr.Prattley as Chairman of the Asset Management Committee for the current municipal year.

No other nominations were received.

13963 ACCEPTANCE OF OFFICE:

It was with the greatest of pleasure that Cllr.Prattley accepted and he duly took the Chair.

13964 APPOINTMENT OF VICE-CHAIRMAN:

Nominations are invited for the appointment of Vice-Chairman of the Asset Management Committee for the current municipal year.

(Jefferies/Chair)

RESOLVED to nominate Cllr.Masson as Vice-Chairman of the Asset Management Committee for the current municipal year.

No other nominations were received.

13965 APPOINTMENT OF VOTING CO-OPTED MEMBERS:

Mr K.Fisher is invited to indicate if he wishes to continue as a voting co-opted member of the Asset Management Committee for the current municipal year.

(Chair/Jefferies)

RESOLVED that Mr K.Fisher will continue as a voting co-opted member of the Asset Management Committee.

13966 MINUTES OF PREVIOUS MEETING:

(Jefferies/Smith)

RESOLVED to confirm as a correct record the minutes of the meeting held on 13th April 2010 and authorise the Chairman to sign.

13967 CHAIRMAN'S COMMUNICATIONS:

a) Skate Park Lighting:

(Chair/Kitchen)

RESOLVED noted that ERYC's Street Lighting Section has carried out repairs to the 2 recently installed floodlights that had been vandalised. To note also the quotation for the supply and fixing of mesh panels to both floodlights, and that the Town Clerk will obtain 2 further quotations and bring back for consideration.

b) Additional Town Hall Matters: The Town Clerk brought the following matters to the attention of the Committee –

- (i) Additional handrail to the north side staircase to assist disabled users: A quotation has been obtained following approval re. DDA regulations from our architect. The Town Clerk is asked to obtain 2 further quotations along with 3 quotations for a stair lift/wheelchair lift on this staircase and bring all back to the next meeting for consideration.

- (ii) Unisex Toilet for the Disabled: Quotations have now been received and will be duly considered at the next meeting.

- (iii) Upper Hall – Drawing s and costings still awaited from our structural engineer: The Town Clerk will remind the engineer once again and give a deadline. If not received by then, Cllr.Prattley will speak to him direct.

- (iv) New and ongoing Agenda Item for future meetings:
Cllr.Prattley spoke to discussions between himself and the Finance & Personnel (previous) Chairman on Town Hall future projects.

(Chair/Jefferies)

RESOLVED that the following be an ongoing agenda item for future meetings – To consider the expenditure of funds as discussed by Cllrs.Prattley and R.D.Tress for larger Town Hall projects being Bar/Lounge refurbishment, Rear Stage damp/bowing ceiling/smell remedial works, Upper Hall access and other remedial works, Solar Panels to the Town Hall roof and Windows and Stonework to the front elevation. The target is to work through to analyse and progress these items during the next 12 months.

13968 TOWN HALL INCOME/EXPENDITURE TO 30TH APRIL 2010:

(Jefferies/Kitchen)

RESOLVED to note the income and expenditure figures to 30/4/10 as given.

13969 ENERGY SAVING RADIATOR PANELS:

It was resolved at the previous meeting to carry out a test in the Small Front Room before and after installation of the panels by way of a thermometer on the wall. If there is any improvement, that we consider purchasing further panels before the onset of Autumn 2010. The Town Clerk recorded on 5/5/10 a temperature of 70 degrees before installation and following installation after a 48-hour period, there was no increase in the temperature. Members now to consider purchase of panels for the Town Hall.

(Chair/Fisher)

RESOLVED noted and to continue monitoring when the heating is put back on around October 2010 time.

13970 TOWN HALL MATTERS/PROJECTS/FUTURE PROJECTS:

- a) Town Hall Roof: The leading to the ornate ventilation shaft on the roof that had come away from its fixings has now been repaired by Cubitts Construction Ltd. and is now duly rendered safe.

(Jefferies/Chair)

RESOLVED noted.

- b) Storage – Office Files: The Assistant Town Clerk recently obtained a storage cabinet free from the village hall at North Ferriby and kindly arranged for it to be brought to the Town Hall. It is now installed in the ladies cloakroom area and in use.

(Chair/Kitchen)

RESOLVED noted and that we can add more cabinets for storage in this area. The Town Clerk will seek costings for second-hand lockable cabinets from ERYC and SOS.

- c) TV Licence Request – Town Hall: Following additional information from the Caretaker, the (previous) Chairman and Vice-Chairman were asked to consider this matter further. This followed the resolution made at the previous meeting.

(Jefferies/Kitchen)

RESOLVED that we take no immediate action and revisit the original decision in 3 month's time for further consideration.

- d) New Doors to Large Front Room: Mr Hardy of Neptune Engineering has now made the brass kick plates and the caretaker has fitted them to both sides of the new doors. Once a decision has been made on replacement doors to the Small Front Room, Gents Toilet and kitchen hall door, then the Town Clerk will purchase finger plates for both sides of all doors as a bulk purchase.

The Town Clerk was now in possession of a quotation for these additional 4 doors, door furniture and fitting and read out the details accordingly.

(Kitchen/Smith)

RESOLVED to accept the quotation from the joiner who fitted the Large Front Room doors, for the total sum of £480.00 and authorise the Town Clerk to action along with the purchase of finger plates for all doors.

- e) Replacement of Box Window Sashes to Landing Window and First Floor Former Kitchen Window: It was resolved at the previous meeting that Cllr.Prattley will speak to 'out of town' conservation/planning officers on the outcome of planning applications for upvc windows in conservation areas and bring back

his findings to this meeting before consideration is given on the type of replacement windows we go for.

(Chair/Kitchen)

RESOLVED that the Town Clerk and Cllrs.Jefferies and Prattley will complete and submit to ERYC, a planning application for the upvc double-glazed sash windows as quoted for and await the outcome before a final decision is made on which installation we go for.

- f) Kitchen Cupboards: Cllr.Prattley to advise on the possible purchase of additional wall storage; following his viewing of the existing; from the remaining funds from the Swing & Dance Band Kitchen Donation.

(Chair/Smith)

RESOLVED to delegate the Town Clerk to purchase a suitable wall cupboard for additional storage in the kitchen.

- g) Room Hire Charges: It was resolved at the previous meeting that the Town Clerk prepares a report on the caretaker's hours over one sample month and record which user groups pay additional charges for the caretaker outside of his normal hours and brings back to this meeting.

This report is duly given for perusal.

(Jefferies/Kitchen)

RESOLVED noted the report and that the Town Clerk continues with her current charging procedure.

