

NAILSWORTH TOWN COUNCIL
PROPERTY MANAGEMENT COMMITTEE
Minutes of a meeting held on 28 September 2010

Present	*	Cllr N I Kay (Chairman)
	*	Cllr Mrs DLM Binns
		Cllr P Carter
	*	Cllr M Robinson (acting chairman for first part of meeting)
		Cllr S Robinson (acting chairman for second part of meeting)
	*	Cllr Mrs S Thorpe
		Cllr Mrs J Way
	*	denotes absence from part of meeting

ELECTION OF CHAIRMAN

Cllr Kay expressed his wish to stand down as chairman. Cllr Myles Robinson was duly elected as chairman.

HIRING AGREEMENT

Cllr Kay noted that the Hiring Agreement included the prohibition of flyposting to advertise events, although some had been put up for a forthcoming event at the TH. It was hoped that the prohibition could be made clear in advance to future hirers to try and avoid this activity. A paragraph about parking would be added to the draft so that the Hiring Agreement could be finalised.

TOWN ARCHIVE OFFICE

The Clerk awaited confirmation from Allan Beale that he had retrieved the **Lionel Bathe films**. She had ordered a display frame for the **Primrose League banner**, and once this was on display, an article could be put in the Fountain or Nailsworth News to advise the public of its existence. Members were asked to keep an eye out for a **small display cabinet** to go in the lobby outside the council chamber, so that space could be made in the existing cabinet for Vic May's town crier's costume.

TOWN HALL

A handrail had been fitted by the **back steps** down to the nursery, and the top step was being levelled off. The Clerk suggested a small warning sign "Steep steps – use the handrail provided" be fixed to the corner of the TH to avoid any further complaint, and members agreed that it was probably a good idea, despite being reluctant to increase the amount of signs displayed. It was noted that the steps and path were only used by the nursery in daytime, so no lighting was necessary.

Cllr Carter circulated the schedule of **electricity meter monitoring** over the last 26 weeks and pointed out the sharp increase in use of power from beginning September when the nursery and other TH activities started a new term, returning the readings to pre-holiday levels. Various suggestions about how to reduce use of power were aired, although it was acknowledged that perhaps there was very little that could be done in such a busy building used by a wide variety of people. The heating had been turned on low at the beginning of this week. Cllr Carter would continue his meter readings which would be useful in comparing with the same periods next year.

SDC had confirmed that planning permission was required for replacing the windows and the chairman agreed to invite John Chaplin SDC planning officer to meet with himself, Cllr Kay and the clerk to look at the various **windows** in the TH that needed replacing, given the disparate nature of the current installations. Scaffolding was needed to attend to some of these, and so any material, such as wooden frames, that would need maintenance was inadvisable as scaffolding would be required each time.

The caretaker had looked at the **sealed LG window**, following Ms Buchanan's request to open it for ventilation and had reported that it would fall apart if this was attempted, so this window would also need replacing at some point.

Four quotes had now been provided for increasing the **roofing insulation**; the latter two included an attic storage cupboard. £2356, £1350, £3469, £2207; the last from Mr Merrett. The Clerk was asked to accept the quote from Mr Merrett with the job to be completed by 15 November. The storage cupboard could be done separately at a later date if required.

The **payphone** contract had been cancelled, though the unit not yet removed.

The Clerk had battled unsuccessfully with the **lift** installers, following discovery that the **alarm** sounded inside the lift, so that the trapped person was deafened and no one outside could hear it. The maintenance company Fosters had quoted £586 +vat to move the alarm to the downstairs lobby, which was accepted for this essential work.

Cllr Carter mentioned the poor condition of the **floor boards** outside the electricity cupboard which the Clerk advised were awaiting replacement. It had been mentioned that some of the floor boards in the main hall were rather bouncy, but this was caused by the slate fillers crumbling over time and was not a problem at present.

Two quotes had been received for repairs to the **rear wall and bank**: replace missing stonework, remove plant growth, install membrane and ornamental stone coping. The job involved some scaffolding because of the awkward access. Colin Godden had quoted £2795 and Peter Rushton £1343 incl. vat. There was £2500 in the budget set aside for this work and the Clerk was asked to accept Mr Rushton's quote.

MORTIMER ROOM

Mr Merrett had checked the **crack in the back wall** brickwork and had reported that it was not a serious problem and he would put in some lime mortar to make a more flexible joint. The Clerk would ask Mr Merrett to do the same with another crack on the side of the building under the middle window.

Whilst attempting to obtain deeds to the various parcels of **council land**, the clerk had discovered that SDC had registered ownership of the **path up to Hanover**, which was a surprise to both the SDC officer and the Clerk. SDC had not been very helpful in responding to the request for any deeds relating to Nailsworth, so the Clerk would have to order relevant ones direct from Land Registry.

The warden at Hanover had contacted the Clerk, having had no response to her applications to the owner of Axpill House to attend to the **ash tree shedding branches** over the public footpath. The Clerk had written to and visited the owner who was surprised to hear of the complaints since she claimed not to have been contacted, other than regarding her hedge which Hanover residents did not like. The Clerk regularly asked the town groundsman to remove fallen branches.

FOREST GREEN COMMUNITY HALL

Cllr Mrs Thorpe reported that the temporary hall was now empty and Snape Construction was doing its preparative work prior to starting the new build w/c 8 November. Snape was talking to the movers of the hut to the Door charity. Electricity supply cables needed to be moved and Snape was negotiating with Eon. Certain plants on the plot had been saved and it was hoped the trees would survive the build.

HAZELWOOD BUNGALOW

The annual inspection would take place in the New Year.

TOWN CLOCK

A letter had been sent to Jim Eddyshaw about the dangerous **ascent ladder** (simple steps set into the brickwork) asking him not to go up unaided and the Mayor had offered to assist.

Cllr M Robinson would investigate safety improvements; perhaps a harness would suffice as there was little room for a protective cage, which might also impede Mr Eddyshaw's work.

Cllr M Robinson had obtained a quote for renovating the **tower door**, which had apparently been painted with an incorrect material. The Clerk was asked to accept the local contractor's quote for £138 to rub down and strip off the old paint, then varnish with four coats of Danish teak oil.

Replacement **uplighting** for the tower was in hand.

WAR MEMORIAL

The Mayor had also been contacted by Jo Barber of the Citizen who had picked up on the petition from Hanover residents for the name of Mark Chandler to be added to the war memorial. She had talked to Tim Godden RBL, and Mr Chandler's parents. The request had been discussed at the Council meeting last week. The Clerk suggested research was required in Gloucester Archives to establish ownership of the plot on which the existing WW1&2 memorial stood, and thought would be needed as to what additional memorial could be added to allow for names of fallen soldiers since WW2. Mr Tony Evans had advised that the RBL would only allow names of soldiers killed in action. Cllr Kay would liaise with the RBL to follow up on the proposal.

CPRE Ceremony 13 October, Brockworth 2pm

The Clerk was asked to advise CPRE that Cllr Kay would attend the ceremony to receive the award for the restoration of the Stone Fountain, and Mrs de Lacroix was asked to notify NN which might like to report on it.

Exhibition week

Nailsworth Festival had moved to third week in May 2011 and asked to make the MR available for an eventual exhibition to coincide. The date had been moved apparently because Nailstock had insisted on having the traditional Festival week at end April in order to be the first music festival in the calendar. The Clerk was asked to instruct the Festival organisers to send in a formal written request.

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Date

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Chairman