

Minutes of the Meeting of the Properties Advisory Committee
Held in the Council Chamber, Civic Hall on Wednesday 15th May 2024

Present: Cllr G. Baxter, Cllr S. Burkitt, Cllr P. Jones Cllr A. Dale (Chair) and Cllr M. Foster

In attendance: J. Mitchell (Town Clerk), M. Keys (Assistant Clerk) P. Duncan (Outside Services Team Leader)

1. Appointment of Chair

Cllr Alex Dale was nominated and seconded as Chair. No other nominations were received.

Cllr Mark Foster was nominated and seconded as Vice Chair. No other nominations were received.

It was RESOLVED to appoint Cllr Alex Dale as Chair of the Properties Advisory Committee.

It was RESOLVED to appoint Cllr Mark Foster as Vice Chair of the Properties Advisory Committee.

2. Apologies

There were no apologies.

3. Declaration of Interests

There were no declarations of interest.

4. To approve the minutes of the last meeting

It was RESOLVED to approve the minutes of the meeting held on 19th April 2024 as a true and accurate record.

5. Terms of Reference

It was RESOLVED to recommend to council to approve the Terms of Reference for the Properties Advisory Committee.

6. Items for exclusion of the public

There were no items for the exclusion of the public.

7. Dronfield Woodhouse Sports & Social Club

Members received a benchmark market rental figure of £5 per square foot if the premises were in a good condition, which equated to approximately £27,000 per annum. Members discussed the capital invest required in the premises and a reduced rental figure on this basis.

It was RESOLVED to offer an annual rent of £12,000 per year and to delegate the management of any subsequent feedback to the Town Clerk in consultation with the Chair and Vice-Chair of the Properties Advisory Committee.

Members reviewed the quote to install new sockets within the premises to enable a dehumidifier to be installed.

It was RESOLVED to accept the quote of £400 + VAT for the installation of new electrical sockets at the Sports & Social Club.

Members reviewed the quotes to hire dehumidifiers and discussed a possible purchase instead as purchase costs were comparable with a month's hire cost.

It was RESOLVED to purchase a suitable industrial dehumidifier in place of an ongoing rental and to delegate the purchase to the Town Clerk in consultation with the Chair of the Properties Advisory Committee.

8. Stonelow Recreation Ground

Members reviewed the proposed signage to be installed at Stonelow Recreation Ground and made some suggests altering the wording slightly.

It was RESOLVED to approve the new signage to install at Stonelow Recreation Ground, pending the approval of the revised wording via an email to committee members and any comments from NEDDC.

9. Defibrillators

Members reviewed quotes to replace the pads and batteries.

It was RESOLVED to accept the quote of £391 + VAT for the replacement pads and batteries for the defibrillator machines.

10. Civic Hall

Members were provided with an update on the repair of the lightning protection system.

It was RESOLVED to note the feedback and defer the item to the following meeting.

Members reviewed the quote to remove the platform lift.

It was RESOLVED to defer this item until the next meeting.

Members reviewed the quote to carry out the required work on the alarm system.

It was RESOLVED to accept the quote of £220 to carry out the required work on the alarm system.

11. Bus Shelters

Members reviewed an updated quote for the replacement or removal of a bus shelter at the junction of Carr Lane and Great Croft.

It was RESOLVED to recommend to Council to accept the quote of £750 for removal of the old shelter, with the cost of a new pole and flag to be covered by Derbyshire County Council.

Members were informed about a shattered bus shelter on Gosforth Lane, which had been broken by NEDDC when cutting the grass.

It was RESOLVED to note the update on the shattered shelter on Gosforth Lane.

12. Trees

Members reviewed the results of the tree survey undertaken in Jubilee Park and reviewed the quote to carry out the required work.

It was RESOLVED to gain clarity on the difference between the risk level and work priority before placing an order for the required work.

Members received the verbal feedback from the tree surgeon regarding the tree in Sindelfingen Park.

It was RESOLVED to undertake no further action on the tree in Sindelfingen Park and notify the resident.

13. Fire Safety Policy

Members reviewed the draft Fire Safety Policy.

It was RESOLVED to recommend to council to approve the draft Fire Safety Policy, pending confirmation from Croner.

14. Fire Risk Assessment

Members reviewed three quotes to undertake the annual fire risk assessment.

Cllr M. Foster abstained from voting on this agenda item.

It was RESOLVED to accept the quote of £575 for the annual fire risk assessment.

15. Roller Shutter Doors

Members were provided with feedback following the roller shutter door annual service.

It was RESOLVED to accept the quote of £595 for a second assessment of the 16 roller shutter doors, which were identified as requiring work.

16. Land Registration

Members were provided with an update regarding the outstanding areas of land to be registered.

It was RESOLVED to note the update.

17. Cliffe Park Café

Members reviewed a request to install signage to promote the café at Cliffe Park.

It was RESOLVED to approve the signage to promote the café at Cliffe Park.

Cllr P. Jones left the meeting at 12pm.

18. Coal Aston Football Teams

Members reviewed a request for refunds from the two football teams that play at Coal Aston due to fixture cancellations.

It was RESOLVED to make a one off refund of one third off the invoice cost to the teams that played at Coal Aston last season.

19. Equipment

Members reviewed three quotes to replace a Hoover, microwave, fridge and laptop.

It was RESOLVED not to purchase a new Hoover.

It was RESOLVED to purchase a microwave at a cost of £55.

It was RESOLVED to purchase a replacement fridge for the Civic Hall at a cost of £255 and relocate the existing fridge up to Cliffe Park.

It was RESOLVED to gain alternative quotes for a laptop and bring back to the next committee meeting.

20. Alma

It was RESOLVED to defer this agenda item until the next meeting, after the site visit.

21. Church Clock

Members were informed that the Church Clock is not currently working due to nesting birds on the hands of the clock.

It was RESOLVED to defer this agenda item until September, after nesting season.

It was RESOLVED to seek quotes for the necessary work in September.

22. Coal Aston Gala

Members reviewed a request from Coal Aston Village Hall to use the car park behind the Village Hall for the Coal Aston Gala.

It was RESOLVED to recommend to Council to permit use of the car park behind the Village Hall for the Coal Aston Gala, which will be held on 6th July 2024.

23. Date of next meeting

It was RESOLVED that the date for the next meeting will be Tuesday 18th June at 1:30pm.

Meeting closed at 12:32pm