

FILEY TOWN COUNCIL

PROPERTY COMMITTEE MEETING HELD ON TUESDAY 11 MARCH 2014 AT 2.00PM

Present: Cllr D Glanvill, Cllr E Holden, Cllr J Shackleton, Cllr R Walker, Cllr T Willis
Also Present: Mr K Leathley, Health & Safety Risk Advisor
Clerk – Mrs G Robinson
Filey Museum: Mr M Fearon (Trustee), Mrs K Wilkie (Trustee), Mrs F Jowsey, Mr R Briggs (Trustee),
Mrs S Gray, Mr J Reeve (Trustee) and Mrs P Reeve (Trustee)

Cllr E Holden was present at the meeting but due to his present health incapacity he requested that Cllr R Walker, Vice Chairman to act as Chairman for the meeting. Cllr Walker welcomed the Trustees and representatives from Filey Museum to the meeting and thanked them for attending and introductions were made by everyone present.

NOTICE OF THE MEETING

RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972. 211/014

APOLOGIES

Cllr J Casey (prior meeting) and Mrs B Stottard (Filey Museum Trustee) had sent their apologies to the meeting. It was:

RESOLVED: That Cllr J Casey and Mrs Stottard's apologies be accepted. 212/014

DECLARATIONS OF INTEREST

The Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest as detailed in Appendix A and Appendix B of the Town Council's Code of Conduct and reminded Members that they could make a declaration of interest at any point in the meeting. It was

RESOLVED: That no declarations of interest were declared. 213/014

FILEY MUSEUM

Report from Fire Officer

The Clerk had previously circulated a copy of a report from North Yorkshire Fire & Rescue Service's Watch Manager Prevention & Protection which highlighted fire safety deficiencies at Filey Museum to both members of the Property Committee and the Trustees of Filey Museum. Mr Leathley, Health & Safety Risk Advisor to the Town Council was invited to speak and he expressed his concerns towards the fire safety deficiencies with regard to the Regulatory Reform (Fire Safety) Order 2005 and subsequent recommendations which the Fire Officer had highlighted. Mr Fearon gave a brief background to the Museum's history and thanked members of the Property Committee for inviting the Trustees to attend the meeting. Mr Fearon answered questions from Members and Mr Leathley regarding whether a fire alarm system had been removed and Mr Fearon confirmed that the Museum did not have one and it had been an old intruder alarm system which had been removed. Discussion then took place regarding the requirements for emergency lighting, fire training log, fire risk assessment, assembly point etc and Mr Fearon stated that when the Museum was set up fire and health and safety regulations were not in place. The Clerk asked if a periodic inspection of electricity had been undertaken recently and suggested that this should be carried out as soon as possible with a copy of the inspection certificate being produced for the Town Council's insurance company. After much amicable discussion the Trustees of Filey Museum agreed that they would ensure that all the recommendations made by the Fire Officer would be addressed and quotations from suitable contractors would be sought for this work and be carried out prior to the opening of the Museum, hopefully before Easter. The Trustees also confirmed that they would ensure that a periodic inspection of electricity be undertaken. Mr Leathley and the Clerk offered support and assistance to the Trustees and stated they would be pleased to work with the Museum's designated safety officer. The Clerk agreed to supply the Trustees with a copy of an asbestos report which had been undertaken some time ago. Mr Fearon thanked the members of the Property Committee and stated how much the Trustees of Filey Museum valued the link with the Town Council. It was

RESOLVED: That the Trustees of Filey Museum agreed to put measures in place to address the Fire Safety Officer's recommendations as a matter of urgency and report back to the Town Council when this work has been completed. 214/014

Property Committee Meeting held on Thursday 11 March 2014 continued

FILEY MUSEUM continued

Report from Fire Officer continued

RESOLVED: That the Trustees of Filey Museum agreed to obtain a periodic inspection of electricity as a matter of urgency and report back to the Town Council when this work has been completed. **215/014**

RESOLVED: That the Town Council's Health & Safety Risk Advisor and the Clerk will monitor progress and work closely with the Trustees in order for Filey Museum to be compliant with the requirements of the Regulatory Reform (Fire Safety) Order 2005. **216/014**

Cllr E Holden and the Trustees and representatives of Filey Museum left the meeting at this point.

PROPERTY UPDATE

The Clerk updated members with regard to the installation of the fire escape at the rear of the Council Offices. Members were then informed that it would cost approximately £500-£600 to permanently cap off the water supply for Queen Street Gardens and if this action was taken it would be irreversible. Members requested that the Clerk further pursued support from Borough Council Engineers and should this not be forthcoming to contact a structural surveyor to obtain professional advice for the stability of Queen Street Garden. It was

RESOLVED: That the above information be noted. **217/014**

The meeting closed at 3.15pm

Councillor R Walker
Vice Chairman
Property Committee