

## FILEY TOWN COUNCIL

### PROPERTY COMMITTEE MEETING HELD ON THURSDAY 5 JUNE 2014 AT 11.03AM

Present: Cllr J Casey, Cllr D Glanvill, Cllr E Holden  
Mr K Leathley, Health & Safety Risk Advisor  
Clerk – Mrs G Robinson

The Clerk advised that the meeting was quorate with three members attending and the current Chairman Cllr Holden welcomed everyone to the meeting.

#### 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. 395/014**

#### APOLOGIES

Cllr J Meek (holiday), Cllr J Shackleton (holiday) and Cllr R Walker (personal commitment) had sent their apologies to the meeting. It was:

**RESOLVED: That Cllr J Meek, Cllr J Shackleton and Cllr R Walker's apologies be accepted. 396/014**

#### 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. 397/014**

#### ELECTION OF CHAIRMAN

It was proposed by Cllr J Casey and seconded by Cllr D Glanvill and unanimously agreed that Cllr E Holden be elected as Chairman of the Property Committee for 2014/2015. It was

**RESOLVED : That Cllr E Holden be elected Chairman of the Property Committee for 2014/2015. 398/014**

#### ELECTION OF VICE CHAIRMAN

Cllr Holden invited nominations for the position of Vice Chairman and after discussion it was agreed to defer this decision until the next meeting when all members would be present. It was

**RESOLVED: That election of the Vice Chairman of the Property Committee for 2014/2015 be deferred until the next meeting. 399/014**

#### TERMS OF REFERENCE

Members had previously been circulated with a copy of the Terms of Reference for the Property Committee for acceptance. It was

**RESOLVED: That the Property Committee's Terms of Reference be accepted for 2014/2015. 400/014**

#### SITE VISIT TIMETABLE

Members had previously been circulated with a draft site visit timetable for all council property for approval prior to the Clerk making the necessary arrangements. It was agreed that a site meeting to Parish Wood take place prior to the meeting to be held on 12 June 2014. It was

**RESOLVED: That the site visit timetable for 2014/2015 be approved. 401/014**

#### QUEEN STREET GARDEN

It was agreed to defer this item to the next meeting when all members of the committee should be present. It was

**RESOLVED: That this item be deferred until the next meeting. 402/014**

*Continued overleaf*

**COUNCIL OFFICES**

Fire Escape Access

The Clerk circulated three quotations for a fire escape access for consideration. Cllr E Holden declared a personal interest in one of the quotes as he had a close association with the proprietor and stated he would leave the meeting. The agenda item was declared inquorate and no decision could be made with only two members present able to vote. It was

**RESOLVED: That this item be deferred until the next meeting.** **403/014**

Disabled Lift

The Clerk informed members that she had sought one quotation for a replacement disabled lift following the existing disabled lift in the Council Offices being condemned as unsafe and unrepairable. The Clerk was requested to obtain further quotations and also advice from North Yorkshire County Council. It was

**RESOLVED: That this item be deferred until further quotations have been received and further advice obtained.** **404/014**

**PROPERTY UPDATE**

The Clerk and the Health & Safety Risk Advisor updated members with regard to the new hydraulic grave shoring equipment which had recently been purchased by the Council and had been used at the cemetery for the first time last week. Mr Leathley stated that the contractors had been fully trained by the company and this equipment had much improved health and safety requirements for grave shoring at the cemetery. Mr Leathley stated that he had completed the risk assessment for the new equipment. Mr Leathley stated that the new fire protection equipment at Filey Museum had been completed and he circulated a copy of the letter from the Fire Officer's report following a visit on 19 May 2014 stating that the outcome was broadly compliant with the Regulatory Reform (Fire Safety) Order 2005. This information was welcomed by members of the Property Committee. Mr Leathley confirmed that he had provided the Museum with a Fire Log Folder to be completed by the Trustees of Filey Museum on a regular basis.

**RESOLVED: That the above information be noted and welcomed.** **405/014**

Cllr Casey stated that he had again been asked by the Filey Tourism Association if the Town Council could consider replacing their Events Notice Board at the approach road to Tesco and the Borough Council Car Park on the Station Avenue site. It was

**RESOLVED: That this request be placed on the agenda of the next Property Committee meeting for further discussion and a possible partnership approach be considered.** **406/014**

*The meeting closed at 12.05pm*

**Councillor E Holden**  
Chairman  
Property Committee