

FILEY TOWN COUNCIL

PROPERTY COMMITTEE MEETING HELD ON THURSDAY 28 MAY 2015 AT 11.00AM

Present: Cllr John Casey, Cllr Diane Glanvill, Cllr Jeff Meek, Cllr John Shackleton,
Cllr Anna Shaw, Cllr Richard Walker (Vice Chair)
Clerk – Mrs Gina Robinson

Also Present: Cllr Susan Bosomworth
Mr Ken Leathley, Health & Safety Risk Advisor
Mr Ian Robinson, Filey Brigg Ornithological Group
Mr Nick Carter, Filey Brigg Ornithological Group

Cllr Richard Walker, Vice Chairman 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. 432/015

APOLOGIES

All members of the Property Committee were present at the meeting. It was:

RESOLVED: That this information be noted. 433/015

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. 434/015

ELECTION OF CHAIRMAN

It was proposed by Cllr J Shackleton and seconded by Cllr Anna Shaw and unanimously agreed that Cllr R Walker be elected as Chairman of the Property Committee for 2015/2016. It was

RESOLVED : That Cllr R Walker be elected Chairman of the Property Committee for 2015/2016. 435/015

ELECTION OF VICE CHAIRMAN

It was proposed by Cllr J Meek and seconded by Cllr John Shackleton and unanimously agreed that Cllr John Casey be elected as Vice Chairman of the Property Committee for 2015/2016.

It was

RESOLVED : That Cllr John Casey be elected Vice Chairman of the Property Committee for 2015/2016. 436/015

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 2015/2016. 437/015

PARISH WOOD

Cllr Walker welcomed Mr Robinson and Mr Carter, representatives from Filey Brigg Ornithological Group to the meeting and asked the Clerk to speak. The Clerk stated that the Committee had invited the representatives from Filey Brigg Ornithological Group to the meeting following the site visit to Parish Wood on 13 April 2015 to look at damage done to the access path and whether the group could assure the Town Council that this would not occur again. Mr Robinson gave a brief history to Parish Wood for the benefit of new members on the Property Committee stating that the wood was planted in 1997 (18 years ago) and that some of the trees now overshadowed the path so it does not dry out as well as it used to do. He stated that £60K had been raised to buy the tip land and FBOG were now managing two areas for conservation, one being Parish Wood as a maturing woodland and he hoped that the Members of Filey Town Council would support them in this aim and acknowledge the work of the group.

PARISH WOOD continued

Cllr Anna Shaw stated that she had visited Parish Wood and had been really impressed and acknowledged the good work being undertaken by the group. Mr Robinson went on to explain that due to the previous farmer now being deceased they had to have a change in a farmer and have now engaged a local farmer who is more familiar with the requirements for both Filey Brigg Ornithological Group and the Town Council. However Mr Robinson assured members that there could possibly be other options to access their land from the North fields and that the vehicle would not be going up there for at least two years. The Filey Flood Alleviation Project may also provide means of an alternative access for the group in time. Members asked if the cattle could come off the field a month earlier but were informed by Mr Robinson that he thought this would not be possible as the farmer would lose income. Cllr Walker asked if the cattle could be walked to the FBOG land but Mr Robinson stated that this would not be possible as there are too many health and safety implications. Members requested that the vehicle transporting the cattle travels up Parish Wood does so in dry weather to avoid causing deep ruts. Mr Robinson stated that an alternative path could be used by members of the public but Cllr Shackleton stated that the other path could be very slippery. The Clerk asked if better communication with the Town Council and the public could be forthcoming if the vehicle had to use the access path in two years' time and whether signage of an alternative route could be implemented. After discussion members agreed that they were in agreement with the work of the group but acknowledged better communication and signage would be appreciated. The Chairman thanked Mr Robinson and Mr Carter for attending the meeting. It was

RESOLVED: That the above information be noted.

438/015

Mr Robinson and Mr Carter left the meeting at 11.45am

QUEEN STREET GARDEN

The Clerk informed members that no further information had been received from the Consultant. After discussion it was

RESOLVED: That the Clerk write a letter to Alan Wood & Partners requesting the required information for the Queen Street Garden ground investigation works.

439/015

HEALTH & SAFETY RISK ASSESSMENTS

Health and Safety Risk Assessment Summary Report

Members had previously been issued with a copy of all Health and Safety Risk Assessments for 2015-2016 which had been prepared by the Clerk. Mr K Leathley informed members that as the Council's Health and Safety Risk Advisor he had checked the documents thoroughly and assessed all the controls in place and was satisfied to recommend acceptance of the documents to the Council as part of its overall risk management plan. Mr Leathley informed members that he had also undertaken Computer Workstation Assessments for each member of staff and volunteers using workstations. Mr Leathley stated that he was concerned about the length of time computer users were spending at workstations without a break. He went on to inform members that he was reviewing the Town Council's Health & Safety Policy. Mr Leathley stated that this would be his last year as a volunteer Health & Safety Risk Advisor for the Town Council and suggested that the Council look towards his replacement. Members requested that it be placed on record thanks to Mr Ken Leathley as the Town Council's Risk Advisor for all the work which he had undertaken with respect to Health and Safety. The Clerk also thanked Mr Leathley for all his guidance and support. It was

RESOLVED: That a recommendation be made to full council that the Health and Safety Risk Assessments for 2015-2016 be accepted as part of the Council's overall risk management plan.

440/015

RESOLVED: That Mr Leathley, the Town Council's Health and Safety Risk Advisor be thanked for providing Health and Safety professional guidance to the Town Council in a voluntary capacity.

441/015

RESOLVED: That the Strategic Planning Committee considers the future position of a Health & Safety Risk Advisor or an alternative method of addressing health and safety matters for the Council.

442/015

PROPERTY UPDATE

Members were informed by the Clerk that the new disabled lift was now working properly and suggested that another training session be organised for the Property Committee members. The Clerk stated she had received one estimate for extractor fans in two offices and would obtain estimates for replacement windows for fire retardant glass. Mr Leathley commented on the water temperature in the disabled toilet, however members did not consider this to be a priority.

RESOLVED: That the above information be noted.

443/015

The meeting closed at 12.15pm

Councillor R Walker
Chairman
Property Committee