



Filey Town Council

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Minutes of the **Property Committee** meeting held on **Thursday 8 Nov 2018** in the **Committee Room, Council Offices, 52a Queen Street, Filey, North Yorkshire, YO14 9HE**

Committee Members Present: Councillors: Anthony (Chair), Walker (Vice-Chair) and Meek

Meeting Clerk: David Liddle, Town Clerk

Minutes

Number	Item
PR57/18	<p>Apologies The following apologies we received:</p> <ul style="list-style-type: none"> • Cllr Glanvill – Work <p>RESOLVED: Committee resolved to note the apologies and accept the reasons given for absence. Cllr Roderick - Absent</p>
	<u>Procedural items</u>
PR58/18	<p>Declarations of interest No declarations of interest were made at this time.</p>
PR59/18	<p>Minutes of the meeting held on 27 September 2018 Cllr Anthony proposed, seconded by Cllr Walker, that the minutes be accepted as a true and proper record of the meeting.</p> <p>RESOLVED: Committee resolved to approve the minutes as a true and proper record.</p>
	<u>Business items</u>
PR60/18	<p>Council Offices A) Health & Safety Report The Committee were informed that a replacement H&S officer was still being actively sought after by the Staffing Committee, if any urgent requirements arose a consultant would be called upon.</p>



	<p>B) Windows The clerk is still awaiting information from the planning Dept. of SBC, the Clerk to contact Borough Councillors to speed up the process.</p>
PR50/18	<p>Queens Street Gardens</p> <p>After discussion it was proposed by Cllr Anthony and seconded by Cllr Walker that the Clerk request from AWP to quote for preparing estimates for the potential work to be done on Queen Street Gardens.</p> <p>RESOLVED: Committee resolved to request the Clerk to contact AWP to provide an estimate for potential work to be done. Also, for future reference “funding” opportunities would be investigated.</p>
PR51/18	<p>Council Chamber Furniture</p> <p>The committee discussed the refurbishment for the current furniture and it was proposed by Cllr Glanvill and seconded by Cllr Horley that the refurbishment of the furniture would go ahead as long as the process was agreed with the internal auditor.</p> <p>RESOLVED: Committee resolved to refurbish the current furniture.</p>
PR52/18	<p>Deckchairs and Storage</p> <p>The committee discussed the item and proposed that in principle 100 off deck chairs be purchased following a purchase of a one-off sample being successfully checked and the purchase and installation of a metal shed following a viewing of it at the supplier this was proposed by Cllr Glanvill and seconded by Cllr Horley.</p> <p>RESOLVED: Committee resolved to purchase both the Chairs and the shed in principle pending sample inspection.</p>
PR53/18	<p>Cemetery Railings</p> <p>The matter was discussed, and it was proposed by Cllr Glanvill and seconded by Cllr Walker that a further two quotes be gained and that the model agreement be reviewed as to the responsibility for the railings. The quotes to include for “standard off the shelf” railings rather than bespoke.</p> <p>RESOLVED: Committee resolved to gain additional quotes for the replacement railings.</p>
PR54/18	<p>Council Office Window fans</p> <p>The replacement window fans were discussed, and it was proposed by Cllr Walker and seconded by Cllr Glanvill to purchase and install replacement fans</p>



	RESOLVED: Committee resolved to purchase replacement window fans.
PR 55/18	<p>Parish Wood The visit to Parish wood was discussed and it was proposed by Cllr Anthony and seconded by Cllr Walker that a letter is to be sent to FBOG stating that the council considered the wood to be in very good condition and to thank FBOG for their efforts, also to clear the area adjacent to the bench too allow walkers to use it and SBC to be communicated reference a replacement “dogs on a lead sign” for the rear of the wood.</p> <p>RESOLVED: Committee resolved to communicate to both FBOG and SBC</p>
	<u>Next meeting</u>
PR55/18	<p>Items for inclusion on the next meeting agenda Members requested the following items appear on the next Committee meeting agenda: - Deckchair purchase and Storage Paving and Railings – Cemetery Queen Street Garden Lock to Rear door of Offices.</p>
PR56/18	<p>Date and time of the next meeting Committee noted that the next meeting will be on 1st November 2018. Commencing at 10:00am at the Bandstand followed at 11:00 am in the Committee Room, Council Offices.</p>

Meeting started 11:00am and closed 12:15 pm

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Signed:

Print Name:

Print Position:

Date: