

MARLBOROUGH TOWN COUNCIL

PROPERTY COMMITTEE

Minutes of the meeting of the **Property Committee** held on the **10th May, 2012** in the **Council Chamber, Town Hall, Marlborough at 4.00 pm.**

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| PRESENT | Councillor G. Loosmore Councillor A. Kirk Wilson Councillor G. Francis Councillor Mrs P. Dow Councillor A. Ross Councillor R. Pitts | Chairman Mayor |
| ALSO PRESENT | Mr. D. Wolfe Mrs S. Fry Councillor S R Dobson Councillor N. Barrett-Morton Councillor B. Castle | Town Clerk Office Manager Observing Observing Observing |

601/11 **APOLOGIES**

An apology for absence was received from Councillor Mrs E.M. Hannaford-Dobson.

602/11 **DECLARATION(S) OF INTEREST**

Councillor G. Loosmore – Agenda Item 6(a) Trustee – Personal
Councillor A.R. Ross – Agenda Item 6(a) Trustee - Personal

603/11 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman stated that he intended to address the marketing of the Town Hall at the next meeting of this Committee.

The Chairman advised that he had replied to an email from a Councillor via the Mayor regarding the date and time of this meeting, explaining that the timing of this meeting was arranged around the times that the Town Clerk would be available due to family illness.

604/11 **MINUTES**

RESOLVED: unanimously that the Minutes of the meeting of the Property Committee held on the 19th March, 2012 were a true record and signed by the Chairman.

605/11 EXCLUSION OF THE PRESS AND THE PUBLIC

RESOLVED: That in view of the confidential nature of the business about to be transacted, the press and public be now excluded from the remainder of the meeting, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960

606/11 CONTRACTURAL MATTERS REGARDING THE TOWN HALL

a) Additional Equipment

The Chairman outlined a proposal received from Kennet Valley Arts Trust regarding the installation of equipment a virtual cinema in the Town Hall. He considered that this could increase the usage of the building by up to 25% per year.

A Councillor queried whether the Committee was acting properly in considering a single quotation, rather than seeking competitive quotes from at least 3 providers. The Town Clerk advised that the Committee could do this in accordance with the provisions of Financial Regulations 11.1(a) (ii) and (vi) subject to satisfying itself that the exceptions provided for in these sub-paragraphs could be justified in the event of any questions when the Council's accounts for 2012-2013 were audited.

RESOLVED: (1) by 4 votes for with 2 abstentions that KVAT be asked to investigate other Companies that may be in a position to provide comparative quotes.
(2) if these are not available then the Council would proceed with the quotation received, subject to entering into an agreement with the provider, and subject to the installation costs not exceeding £10,000.

For – Councillors A. Kirk-Wilson, Mrs P. Dow, G. Francis and R. Pitts.

Abstentions – Councillors G. Loosmore and A. Ross.

The Town Clerk considered that in addition to the above provisos a request should be made for an analysis of labour costs, if this can be provided.

b) Invoice for Lift Installation

The Chairman informed the Committee that there is still an outstanding balance from the provision and installation of the steplift in the Court Room. This had arisen because of the problems that were encountered with some parts being faulty at the time of installation. He added that these issues have now been addressed.

RESOLVED: unanimously that the Town Clerk write to the company requesting a 50% discount on the outstanding amount due to the installation problems that were encountered when the lift was first installed.

c) Flats at 5 High Street.

The Chairman informed the Committee that Flat 1, 5 High Street is now vacant. The tenants in Flat 2 have viewed the vacant flat and would like to move, therefore Flat 2 will become available for rent. The overall condition of Flat 1 is good, so although consideration had been given to replacing the storage heaters, as they are only approximately 5 years old it was agreed not to do so. Once Flat 2 is vacant any maintenance issues will be addressed before it is re-let. A tenant will be

selected from our property waiting list.

RESOLVED: unanimously that should the heaters in Flat 2 need replacing then expenditure of up to £2,000 be approved.

The meeting ended at 5.00 pm.

Signed
Chairman.

Dated