

MARLBOROUGH TOWN COUNCIL

PROPERTY COMMITTEE

Minutes of the meeting of the **Property Committee** held on **Monday 19th June 2006** in the **Council Chamber, Town Hall, Marlborough** at **7.25 p.m.**

PRESENT	Councillor Mrs E.M. Hannaford-Dobson	Chairman
	Councillor B. Castle	Town Mayor
	Councillor S.R. Dobson	
	Councillor G. Francis	
	Councillor W.B. Cavill	
	Councillor P. Cossey	
	Councillor A. Kirk Wilson	
ALSO PRESENT	Mrs Pam Dobson	Town Clerk
	Mrs Sue Fry	Office Manager
	Mrs Linda Chapman	Civic Secretary
	Mr I. Cowen	Wiltshire Gazette & Herald
	Councillor M. Gray	Observing
Councillor Mrs P. Dow	Observing.	

NOTICE OF MEETING – Public Notice of the Meeting has been given in accordance with Schedule 12, paragraph 10 (2) of the Local Government Act 1972.

97/06 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

98/06 **DECLARATION(S) OF INTEREST**

There were no Declaration(s) of Interest

99/06 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that with the Committees approval she would like to move item 7 on the agenda in to Part 2 at the end of the meeting, this was agreed by all members.

100/06 **ELECTION OF VICE CHAIRMAN OF PROPERTY COMMITTEE**

Proposed by Councillor P. Cossey, seconded by Councillor S.R. Dobson and –

RESOLVED: By 5 votes for with 1 abstention that Councillor G. Francis be elected as Vice Chairman of the Property Committee for the year 2006/2007

PREPARATION OF ASSET REGISTER

The Committee considered the report from the Town Clerk regarding the proposed Asset Register. The following comments were made –

Councillor S.R. Dobson

The word ‘regalia’ be replaced with ‘insignia’.

A record should be kept when the Pound and Manton Village Green are cut by our ground staff .

A record should be kept of any maintenance that is carries out to the land at the top of Kingsbury Street.

Councillor W.B. Cavill

Felt that any inspections carried out on the structural condition of Town Council properties should be carried out by a professional.

A budget should be set aside next year to enable these inspections to be carried out.

All Council deeds should be located, inspected and kept in the office safe.

Ownership of the area of land adjacent to the Green needs to investigated.

Outside staff should be ask to list all areas that they maintain.

Councillor M. Gray

Will be happy to carry out an inventory and valuation of artefacts in the Town Hall.

Councillor G. Francis and Councillor A. Kirk Wilson

Felt that ‘or as soon as possible thereafter’ should be added to the end of the timetable.

The Mayor

Would like the land at the entrance to the Town Mill to be investigated as to ownership and if possible registered as Town Council land.

Councillor P. Cossey

A depreciation account should be set.

RESOLVED

That the compilation of an Asset Register be commenced and that any initial inspection of properties be carried out by Chairman, Vice Chairman of Property Committee and Town Clerk.

UPDATE FROM THE TOWN CLERK ON OUTSTANDING PROPERTY MATTERS.**(a) Elcot Lane Village Green Status**

The Town Clerk reported that confirmation of Village Green Status had been received from Wiltshire County Council. Councillor S.R. Dobson would like it recorded that he objected most strongly to Village Green Status being granted on the Elcot Lane Playing Field

Councillor G. Francis declared an interest and left the room at 7.55 pm

The Town Clerk ask members if they would now wish to make a recommendation to Full Council that the discussion on the request by the Tennis Club to lease part of Elect Lane Playing Field, deferred on 24th April, be revisited.

Proposed by Councillor B. Castle, seconded by Councillor S.R. Dobson and –

RECOMMENDED: By 5 votes for with 1 abstention that taking into account the new status of the area and the existing covenant the request from the Tennis Club to lease part of Elcot Lane be denied.

Councillor G. Francis returned to the room at 7.59 p.m.

(b) 1 & 2 Kingsbury Street (formerly Oxfam)

The Town Clerk reported that the outstanding offer from the applicant that was approved by the F & GP Committee is still being pursued. Oxfam is still being pursued for dilapidations.

(c) Former Tennis Court site Recreation Ground

The Town Clerk informed members that we are awaiting the outcome of discussions on Heads of Terms with the Order of St. John Trust.

(d) New Tenant 1a Kingsbury Street

The Town Clerk reported that a new tenant had moved into 1a Kingsbury Street.

103/06

COURTROOM PAINTING

The Town Clerk had circulated a design brief obtained the previous year. It became apparent that most members had not seen this document previously and needed time to study the report before a specification for the decoration of the Court Room could be discussed.

RESOLVED : That this matter be placed on the next agenda of the Property Committee.

104/06

GREEN AUDIT

After discussion it was agreed that the Town Clerk, the Chairman of Property, and the Mayor, should meet with a representative from Kennet District Council to discuss the application of a Green Audit and report back to this Committee in due course.

105/06

EXTERNAL LIGHTING ON THE TOWN HALL

The Town Clerk reported that the commissioning of the external lighting at the Town Hall would be more difficult than anticipated as it appeared no agreement had yet been reached with the Conservation Officer at Kennet District Council regarding the lights which could be attached. After discussion it was agreed that the Town Clerk should contact our Property Advisor to seek clarification course the exact stage that has been reached on this matter and report back to this Committee due course .

106/06

TOWN COUNCIL OFFICES

The Committee discussed the possibilities of re-location of the Town Council offices.

Proposed by Councillor G. Francis, seconded by Councillor P. Cossey and –

RESOLVED: Unanimously that the potential for re-location of the office accommodation to the disused toilets at the Town Hall previously run by Kennet District Council be investigated.

