

MARLBOROUGH TOWN COUNCIL

PROPERTY COMMITTEE

Minutes of the meeting of the **Property Committee** held on the **13th September, 2010** in the **Council Chamber, Town Hall, Marlborough at 7.25 pm.**

PRESENT	Councillor G. Loosmore Councillor A Ross Councillor S.R. Dobson Councillor G. Francis Councillor Mrs E.M. Hannaford-Dobson	Chairman Mayor
ALSO PRESENT	Mr. L. Costello Mrs S. Fry Councillor N. Fogg Councillor A. Kirk Wilson Councillor R. Pitts Councillor B. Castle Councillor M. Houlden	Town Clerk Office Manager Observing Observing Observing Observing Observing

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

188/10 APOLOGIES

Apologies for absence were received from Councillor Mrs P Dow.

189/10 DECLARATION(S) OF INTEREST

There were no Declaration(s) of Interest.

190/10 CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed members that there would be an update on corporate property on every property agenda.

191/10 MINUTES

Proposed by Councillor A. Ross, seconded by Councillor G. Francis and -

RESOLVED: by 4 votes for with 1 abstention that the Minutes of the meeting of the Property Committee held on the 7th June, 2010 were a true record and signed by the Chairman.

REPORT ON THE PROPERTIES OF THE TOWN COUNCIL

The Committee received the following report on corporate property –

1. Town Hall**a. Town Hall Steps.**

There has been a protracted exchange of information between the council and Government Office for the North East (GONE) who administer applications to the Secretary of State for stopping up orders. Subject to there being no objections being lodged which prevent the order being issued it is anticipated that the works could be scheduled for early 2011. The works will have to be fixed around present bookings and clarification be sought from the contractors that the quoted price still stands. It was agreed that an update on this project should be put in the Greyhound.

b. Town Hall refurbishment

The Chairman reported that the refurbishment is an ongoing project. Consideration will be given to opening up the basement and cells and also the area under the Court Room.

c. Sound and Lighting System

Three suppliers have submitted detailed quotations for the works which vary in terms of both the technical solution proposed and the consequent price. Further detailed analysis needs to be carried out to assess the most suitable solution.

d. Disabled Lift

The replacement disabled lift in the Court Room has now been completed. Discussions are on-going with the supplier with regards to a reduction in the final payment for the inconvenience caused during the protracted installation. Clarification needs to be sought from the caretaker that the lift is left operational at all times. It was agreed that the Council wait to hear from the Company regarding the final payment.

e. Pigeon problems

Attempts to find a suitable, available and accessible flat roof in the vicinity which would have allowed baiting and trapping of the pigeons have proved unsuccessful. A specification will be drawn up to obtain quotes for a netting solution. Hungerford Town Council are also seeking a solution to pigeon problems it was agreed that we contact them to see if joint quotations can be sought.

f. Electrical Testing

Electrical testing has been completed and the issues identified are being addressed. The remedial works are scheduled to be completed during the week commencing 13 September 2010.

g. Internal Signage

An order has been placed for the internal signs.

2. 5 High St Shop

The property has been recently let on a 10 year lease. As part of the lease, the tenant has dry-lined the cellar to use as storage for fabrics. The schedule of works was submitted to Wiltshire Council and approved. All the works are superficial and non-structural and therefore did not require planning consent.

Whilst the shop was vacant it was used by the Marlborough New Zealand Chamber of Commerce during the Jazz Festival weekend to promote their region and products. Councillor Dobson stated that he felt that Councillors should have been informed of this decision, rather than having to read it in the local press.

It was agreed that a list of all current property rents be e-mailed to Councillors.

3. 5 High St Flat 1

Nothing further to report.

4. 5 High St Flat 2

The tenant has given one month's notice to end the tenancy. A professional valuation will be obtained for this property. It was agreed that the vacant property should be advertised in the local newsagents. Councillor Hannaford-Dobson felt that the issue of parking should be re-visited.

5. Merchants House

This property has been let on a 7 year lease until March 2012 for a peppercorn rent.

6. 1 Kingsbury St Shop – Helen and Douglas House

This property has been let on a 10 year lease until December 2016. The rent review date is 10 December 2011.

7. 1A Kingsbury St Flat

This flat has been let. The external sash windows have recently been refurbished and repainted.

8. 2A Kingsbury St Flat

This flat has been let. The external sash windows have recently been refurbished and repainted.

9. 3 Kingsbury St Shop

The shop was let on a 6 year lease which is due to expire in April 2011. The tenant has indicated that she does not wish to enter into another long-term lease agreement, but wishes to enter into a rolling agreement whereby she could give six months or a year's notice to quit. It was agreed that once a professional valuation has been obtained for this property this request should be re-visited.

10. Recreation Ground Cottage No. 1

The property has been let. Nothing further to report.

11. Recreation Ground Cottage No. 2

The property has been let. Nothing further to report.

12. Elcot Lane Pavilion

The pavilion has been leased to Marlborough Boxing Club for 25 years. The first five years are at a peppercorn rent with a rent review due at the end of that period.

As a condition of the lease the club are required to refurbish the building. The club have been unable to start work on refurbishing the building until they get final approval from the funding body that are financing the works. In the meantime the condition of the pavilion has deteriorated as a result of vandalism. It is anticipated that the refurbishment works will commence shortly.

13. Chantry Lane Toilets

Nothing to report. Councillor Mrs E.M. Hannaford-Dobson requested that closing of these toilets overnight be re-visited.

14. Workshop

Electrical testing has been completed and issues identified have been addressed.

15. Bus Shelters

The bus shelters are inspected and checked on a regular basis. Some of them need specialist graffiti removal treatment. It was agreed that funding and grants should be investigated to help towards replacing these shelters. Councillor Pitts reported that a seat would shortly be placed outside of the 'One-Stop' shop for people to use whilst waiting for their buses.

It was agreed that a decision should be made at the next Full Town Council meeting regarding whether or not the Bowls Pavilion and Rugby Club should be included as part of this corporate property report.

The meeting closed at 8.15 pm