

MARLBOROUGH TOWN COUNCIL

PROPERTY COMMITTEE

Minutes of the meeting of the **Property Committee** held on the **28th February, 2011** in the **Council Chamber, Town Hall, Marlborough at 7.50 pm.**

PRESENT

Councillor G. Loosmore
Councillor A. Ross
Councillor S.R. Dobson
Councillor G. Francis
Councillor Mrs P. Dow
Councillor M. Houlden

Chairman
Mayor

ALSO PRESENT

Mr. L. Costello
Mrs S. Fry
Mr. N. Kerton
Mr. Newman
Mr. Lee

Town Clerk
Office Manager
Wiltshire Gazette & Herald
Marlborough Boxing Club
Marlborough Boxing Club

Councillors R. Pitts, E.Fogg, N Fogg, A. Kirk Wilson, C. Jackson, B. Castle and M. Rose – Observing.

Plus 4 Members of the Public.

475/10

APOLOGIES

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

476/10

DECLARATION(S) OF INTEREST

There were no declarations of interest.

477/10

CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded Councillors that any discussion should be through the Chair.

478/10

MINUTES

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

RESOLVED: by 5 votes for with 1 abstention that the Minutes of the meeting of the Property Committee held on the 17th January, 2011 were a true record and signed by the Chairman.

479/10

TO RECEIVE AN UPDATE FROM MARLBOROUGH BOXING CLUB ON THEIR PLANS FOR ELCOT LANE PAVILION.

Mr Lee, secretary of the Boxing Club informed members that obtaining funding has been the main problem for them. To enable the club to apply for funding from Sport England the coaches for the boxing club had to hold Amateur Boxing Association coaching certificates. These have now been obtained and the funding is being sought. To enable the best use of floor space for training a steel will be put up above the old bar area to strengthen the ceiling. The estimate cost of the works will be approximately £25,000 this does not include any labour costs as the work will be carried out by members of the club.

The funding process is expected to take 6 to 9 months, a representative from the ABA will assist with the application for funding.

The Chairman thanked the boxing club for their update and stated that if the Town Council can assist them with the funding process in any way then contact the Town Clerk.

480/10

TO RECEIVE A REPORT ON THE PROPERTIES OF THE TOWN COUNCIL

The Committee received the following report –

Town Hall

Town Hall Steps.

Work commenced on 7 February 2011 and is expected to be finished by the end of March.

Town Hall refurbishment

Dealt with elsewhere on the agenda

Sound and Lighting System

£5,000 grant application awarded by Wiltshire Council Area Board towards project. Works commenced 10 February.

The Town Clerk to be congratulated for getting this grant from the Area Board.

Assembly Room

Redecoration commenced in February to tie in with the Sound and lighting works.

The railings at the Town Hall are being repainted.

5 High St Offices

Barclays Bank property department have been in touch about a problem they have on their roof. Their flat roof has been damaged by an air conditioning unit. The repairs will require the removal of the existing six air conditioning units, repairs to the

roof, and then replacement of the units. The work to the air conditioning units will require the co-ordination of three different suppliers.

To carry out the work they will require access to their roof from our car park, and need to erect scaffolding in the car park. The works could take up to six weeks to complete. Full details of the date for the works and the proposed scaffolding scheme have not been received at present. Barclays have been asked to provide replacement car parking for the duration of the works.

5 High St Shop

The property has been recently let on a 10 year lease. Nothing further to report.

5 High St Flat 1

Tenants in place. Nothing further to report. Annual inspections need to be arranged for all properties.

5 High St Flat 2

Tenants in place. Nothing further to report.

Merchants House

This property has been let on a 7 year lease until March 2012 for a peppercorn rent
Nothing further to report.

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. Insurance rent for this year and the past two years has now been received. There have been problems with a leaking roof.

1A Kingsbury St Flat

Tenants in place. Nothing further to report.

2A Kingsbury St Flat

This flat has been let. Nothing further to report.

3 Kingsbury St Shop

The shop is let on a 5 year lease until October 2015 with a rent review due in October 2013.

Recreation Ground Cottage No. 1

The property has been let. Nothing further to report.

Recreation Ground Cottage No. 2

The property has been let. Nothing further to report.

Elcot Lane Pavilion

Dealt with elsewhere on the agenda.

Chantry Lane Toilets

A deep clean was carried out in January to clean up after the fire damage. Cleaning schedule changed to early evening. The toilets are locked up overnight by cleaners when they have finished.

The toilets are currently out of action due to work by utility companies providing services to the new development in the old Marlborough Mowers car park. This work may have been completed by the time of the meeting.

Our Wiltshire Councillors' were ask to report the poor state on the toilets in George Lane and request that they be brought up to an acceptable standard. It was also agreed that the Town Clerk should write a letter on behalf of the Council regarding this matter.

Workshop

Nothing further to report.

Bus Shelters

Nothing further to report.

Telephone Boxes

Telephone Box in Barnfield needs all windows replacing and repainting. Some additional damage to the glass panel frames. Quotation being obtained for the repair work.

481/10 TOWN HALL REFURBISHMENT PROJECT PLAN

The Committee received a report on the projected plan for the refurbishment.

Following discussion it was –

RESOLVED: unanimously that the Committee note and approve the suggested plan and agree to hold a public consultation on the proposals.

482/10 TOWN HALL CHARGES 2011/2012

The Committee considered the Town Hall hire charges for 2011/2012.

RESOLVED: unanimously that 5% be added to the Town Hall charges for 2011/2012

It was agreed that at a future meeting the whole hiring policy of the Town Hall is reviewed.

483/10 RENT REVIEWS

The Committee received a report on the rents of the Council's residential properties.

RESOLVED: unanimously that review dates for residential properties are realigned to the 1st of April each year and that legal advice is sought to ensure that the correct market value rent is charged.

484/10 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: by 5 votes for with 1 against that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded from the remainder of the meeting.

For – Cllrs Loosmore, Ross, Francis, Dow and Houlden.

Against – Cllr. Dobson.

Councillor S. Dobson stated that he had voted against agenda items 11 and 12 being in Part 2.

485/10 TOWN HALL PROJECT

The Committee considered the appointment of the Council's architect to manage further stages of the project.

RESOLVED: by 5 votes for with 1 abstention that the architect be appointed to oversee the whole project but that at this time he be instructed to manage the project to stage D.

486/10 DONATION FROM MADOS TOWARDS SOUND AND LIGHTING SYSTEM

The Committee considered matters regarding the donation from MADOS towards the Sound and Lighting system.

487/10 STAGE CURTAIN

The Committee considered the quotation received for a replacement Stage Curtain.

RESOLVED: unanimously that this item be reconsidered in two weeks time when all the quotations have been received.

The meeting closed at 9.00 pm