

Hedon Town Council

Minutes of the Proceedings of a Meeting of The Property Committee of the Hedon Town Council

Held at Town Hall St Augustine's, Hedon

11 November 2021

Present: Cllr Billany in the Chair
Cllrs: Mrs S Banks, J Brindley, J Dennis, S Gallant, B Hanson,
Mrs B Goldspink, Miss S Rommell, Miss D Storr and D Thompson
Clerk: J Macklin, Town Clerk

1. Apologies for Absence

Apologies were received from Cllrs: N Black (illness), Stockdale (problems with access)

Resolved: that apologies were accepted

2. Confirmation of the Minutes

The Minutes of the meeting of the Property Committee of the Hedon Town Council held on 14 October 2021 were agreed as being a correct record of the proceedings thereat.

Resolved: That the minutes were confirmed as a true record

3. Updates on the Minutes

None

4. Declaration of Interests

4.1 It was agreed that any declaration of interest be dealt with at the time the relevant item was discussed.

4.2 There were no dispensations to be noted.

5. Town Hall - maintenance

Items 5.1 and 5.2 were discussed together.

5.1 Update re work to roof and chimney stack

5.2 To approve extra work required to replace slates on roof

It was noted that the work to the roof/gutters had been carried out in accordance with the quote received and for a slightly reduced cost. However, the contractor had undertaken urgent repair works to one of the chimney stacks which had lost most of its mortar and was loose, and further urgent work to replace and repair slates which it had become apparent was necessary when viewed from the scaffolding erected for the initial gutter/roof repair work. The contractor had undertaken the work whilst the scaffold was in place but with no authorisation. After discussion Council agreed that if the Council had tried to obtain quotes for the chimney stack and slate work it would have seriously delayed the work being undertaken which could have had serious consequences, and in view of the recent difficulty the Council had experienced in finding contractors willing to even price for roofing work it was agreed that the work was approved and the invoices supplied by the contractor should be paid.

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It was also noted that any quotes obtained would have required another scaffolding rig to be put in place thereby increasing the cost substantially.

Resolved: that extra expenditure of £1350 to West Design & Build Yorkshire Ltd for urgent repairs to the Town Hall chimney stack and slates was approved and the Town Clerk was asked to write to the contractor thanking them for their diligence

- 5.3 Update re scaffold platform/planning permission required: stairwell ceiling – as had been agreed at the last Property Committee Meeting the scaffolding information had been seen by all Members and the work had been awarded to West Design & Build Yorkshire at a cost of £970 plus a weekly hire charge of £120 (after first four weeks). The scaffolding platform was now in place. Quotes for the removal of the current plaster and replacement with appropriate materials would be sought and brought back to the Committee. It was agreed that planning permission (Listed Building Consent) would be required as the Town Hall was a Grade II listed building and that this should be applied for as soon as possible as it may take some time for permission to be given. Members agreed that West Design & Build Yorkshire should be asked to help with the planning application if drawings were required.

Resolved: that the decision to award the scaffolding work as quoted for by West Design & Build at a cost of £970 plus hire charge of £120 per week after initial four week hire period) was approved

Resolved: that the Town Clerk should apply for Listed Building planning permission as soon as possible and obtain quotes for the work required

6 To approve 'Metal Detecting on Council Owned Land' Policy

The Chairman and Deputy Chairman had previously approved the draft policy which had then been circulated to all Members.

Resolved: that the 'Metal Detecting on Council Owned Land' Policy, as tabled, was approved

7 To approve additional premium for inclusion of subsidence cover for the Town Hall

The Chairman referred to the correspondence with Zurich which stated that an additional premium of £56 would be required for inclusion of subsidence cover for the Town Hall.

Resolved: that the expenditure was approved and cover should be put in place as soon as possible

8. To consider provision of a skip for the allotments

The Council had provided a skip for the allotment site in previous years (although not in 2020). The cost would be approximately £150 for a Friday – Monday hire. After a lengthy discussion it was agreed that the Council would provide a skip for use by the allotment holders in 2021; however, the Committee would review allotment rents and facilities at a future meeting.

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Resolved: that the Council approved expenditure on providing a skip for the use of the allotment holders in 2021 and would review allotment rents/facilities at a future meeting

9. To consider work required to improve access to bridge over the drain from Far Bank

Cllr Storr reminded Members that a site meeting had been organised just before the first Covid lockdown to see what could be done to improve this area, but it had been cancelled and not yet rearranged. Members noted that the bridge over the drain, which apparently the Environment Agency had recently conceded was their responsibility, was in poor repair and required urgent attention. The unofficial pathway that led to the bridge was very well used and required some attention.

Resolved: that the Council write to the Environment Agency and ask them to carry out urgent repairs to the bridge and the access to it

Resolved: that this area would be put on the agenda of the Amenity Areas WG for further discussion in relation to the unofficial path

10. To consider obtaining planings for use on paths owned by the Town Council

The possibility of using planings on paths had been raised at the recent Public Participation Session. ERYC had agreed to letting the Town Council have a lorry load of planings and were liaising with the Works Supervisor for delivery.

Resolved: that the Council put some of the planings on the unofficial pathway to the bridge over the drain on Far Bank side

11. To discuss way forward with regard to parking issues at Amy Black Community Centre/Scout Hut

Cllrs Banks, Brindley and Rommell declared personal interests in this item as they are involved with the Food Bank and Amy Black Community Centre.

Cllr Brindley outlined the problems associated with users of the Scout Hut parking in the whole of the car park which blocked Food Bank delivery wagons. Both the Town Clerk and Cllr Brindley had raised the problem with the Scouts and Cllr Brindley had spoken to the Slimming World organiser but the problem continued. After a lengthy discussion Members agreed that parking for the two buildings should be split evenly down the middle of the car park and that this problem could not be solved with signage/cones; the Council should therefore write to the group organiser confirming that parking by the group should only be on the Scouts half of the car park.

Resolved: that parking at this site should be evenly split down the middle of the car park for users of the Scout building and the Amy Black Community Centre; the Council would write to the organiser of Slimming World to confirm this

It was also reported that correspondence had been received this week from Rollits regarding the Scouts response to the Heads of Terms document for renewal of the lease between the Scout Association and the Town Council. This had been ongoing for some considerable time and, despite numerous chasing e-mails, had only just been received.

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After discussion the Town Clerk was asked to circulate the information received to all Members following which the original Working Group would get together to look at the document in detail. The original members of the Working Group were Cllrs Dennis, Gallant and Thurston; Cllr Thompson would join this group in Cllr Thurston's place.

Resolved: that all Members would receive the correspondence and the Working Group (Cllrs Dennis, Gallant and Thompson) would meet to discuss the details and report back to the Committee

12. Correspondence
None

13. Members' points of information and items for the agenda

- 13.1 An item to discuss access issues in the Town Hall would be on the next agenda.
- 13.2 An item regarding the delayed repair to the bench from Magdalen Lane would be on the next agenda.
- 13.3 It had been brought to the attention of the Town Clerk that there were cracks on another of the Town Hall chimneys; this item would be on the next agenda and quotes sought for the work required in the meantime.
- 13.4 Cllr Rommell had been approached about the mayoral protocols observed during the Remembrance Day silence held in the Market Place on 11.11.21; Members agreed that the correct procedures had been observed but the Town Clerk would check with the Macebearer to make sure.

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Chairman of Property Committee