



CLEVEDON TOWN COUNCIL

44 Old Street, Clevedon, BS21 6BU

Chairman of Committee – Cllr D Shopland

Members: Councillors J. Cook, C. Francis-Pester, G. Hill, L. Little, J. Middleton.

24 November 2015

Dear Member

You are hereby summoned to attend the **Property Committee** meeting of Clevedon Town Council which will be held in the Committee Room, 44 Old Street, Clevedon on **Wednesday 2nd December 2015 at 7.30pm**

Signed Ms P. J. Heath MILCM
Town Clerk

PUBLIC PARTICIPATION - Not exceeding 20 minutes, with no more than 5 minutes per individual, dependent on the number wishing to speak, for members of the public to make comment or ask questions.

A G E N D A

1. To receive apologies for absence
2. To receive declarations of interest for items on the agenda
3. To receive the minutes of the Property Committee held on 12th August 2015
4. To receive detail of budget and expenditure for the Committee 2015/2016
5. [PR15/29]To receive update on the Cups as per Council minute no 15/570.7 – Cllr Geldart
6. To receive a request from Friends of Land Yeo to use the Council house rooms for committee meetings free of charge
7. To receive update on repair wall in Herbert Gardens at the rear of no 19 Linden Road.
8. To receive update on the repairs of the boundary wall at the Council Offices
9. To discuss the moving of the Chairman's Honour Board to be higher on the wall.
10. To discuss the relocation of the Clock in the Council Chamber
11. To receive the Certificate of Inspections and reports on Emergency Lighting, Fire Alarm and System, Fire Extinguishers.
12. To receive cost to replace the fire extinguishers as per the above reports.
13. To discuss the requirements under the Transparency Act to list all the Council assets on the Web Site; Possible purchase of mapping system of for the assets and the registration of Council owned Property
14. To receive and agree price for Boiler Service and Annual Maintenance Contract
15. To receive the quote to re-point the rear wall of No 42 using natural lime mortar.
16. To receive letting agents report on No. 42
17. To receive the latest minutes of the Friends of Herbert Gardens and a copy of their Constitution
18. To receive the Legionella Risk Assessment for no 42.
19. To receive update on the painting of the skate park
20. To discuss and agree the Property budget for 2016/2017
21. To receive notification of any urgent expenditure required on the property owned or managed by the Committee (Financial Regulation 3.4); to authorise such urgent work.
22. Chairman Items for information only
23. To determine Part I and Part II items

Members are reminded that they must declare a prejudicial or personal interest as soon as it becomes apparent in the course of the meeting.

Members are reminded that under standing orders all mobile phones and communication devices must be turned off.