

**CLEVEDON TOWN COUNCIL****PROPERTY COMMITTEE**

Minutes of the Property Committee meeting held in the Council House, 44 Old Street, Clevedon at 7.30 pm on Wednesday, 29 August 2007.

Present: Cllr D Shopland - Chairman, in the Chair Cllrs L Little until 8.45 pm, P McNeill, J Middleton, G Watkins.

In Attendance: Cllr P Gannicliff for part of the meeting

Apologies: Cllr C Francis-Pester delayed in Bristol on Business

7.30pm INFORMAL BUSINESS - CLEVEDON CHILDREN'S CENTRE

Mr Tompkins, Project Manager, Children & Young People's Service at NSC advised the project has been signed off to proceed and presented the plans for the Children's Centre proposed to be linked to The Barn, which already provides a wide range of services for all ages. Clevedon Town Council is currently the leaseholder of The Barn and had been advised about this proposal prior to plans being drawn up. Cllr Shopland and Clerk had represented the Council at the appointment of an architect for the project. NSC have also been in discussion with The Barn Management Ctte.. However, Mr Tompkins did not wish to proceed to planning application stage without the Town Council's approval in principal to the project.

The Barn, which is now 11 years old, would only be joined to the new building at 2 points, as it is of flexible construction and prone to movement. The existing building's turret would be removed to make it DDA compliant (disabled access) by including a lift to both the existing and proposed first floors. Access to The Barn would be through an enlarged foyer incorporating the Children's Centre entrance. Other proposals would be the refurbishment of The Barn kitchen and the relocation of the Administrator into a shared office space, enhanced CCTV and additional car parking. Mr Tompkins provided hard copies of the detailed plans, these are available in the Town Council Office and at the Council meeting. Members welcomed the new facilities being provided in the new Centre.

Members were concerned about the shared access and how this and the lift would be supervised. They were informed the areas would be key coded. **The Committee made the following suggestions which Mr Tompkins has subsequently forwarded to the Architect for inclusion in the design;**

- A path to be created between the entrance to the building and the existing car park to avoid users of the building who park there having to walk across grass etc that can be slippery.
- Concern about security, particularly between the new and existing buildings where the electricity and boiler room is accessed. Suggest high access gate/fencing and additional CCTV.
- Proposed car park entrance could cause problems for residents in the cul de sac. Suggest entrance re-sited to the beginning of the new car park area.

The project has secured 4 years of funding, however Members still had concerns about future revenue funding.

Members wishing to ask further questions about this scheme were advised to contact Mandy Summers at NSC on 01275 884453. Mr Tompkins was thanked for his presentation and left the meeting.

8.21pm FORMAL BUSINESS

PC/07/29 MINUTES of Property Committee meeting held on 27 June 2007 were approved as a true record and signed as such by the Chairman.

PC/07/30 DECLARATIONS OF INTEREST – None were made.

Min No		Action
<b>Part 2 items – ACTIONS TAKEN BY THE COMMITTEE UNDER DELEGATED POWERS</b>		
PC/07/31	<u>42 OLD STREET - REVISED TERMS AND CONDITIONS</u> Following the new short-hold tenancies Tenant's Deposit Protection Scheme, which came into effect from 6 April 2007, West Country Property Services have amended their Terms and Conditions. The scheme had created extra work and significant new costs, so an annual charge of £8.50 plus VAT has been made. <b>RESOLVED:</b> To sign the revised terms and conditions.	Chairman to sign.
PC/07/32	<u>SKATE PARK</u> PC/07/24 <u>YOUTH SHELTER</u> No reply from NSC on section 106 funding.	Chairman
PC/07/33	<u>TRIANGLE CLOCK - PLAQUE</u> commemorating the centenary of the clock had never been installed for various reasons. <b>RESOLVED:</b> To revarnish the door and attach the plaque to the door.	Office to action
PC/07/34 34.1 34.2 34.3 34.4	<u>COUNCIL HOUSE</u> PC/07/25 NOTICEBOARD has been installed. A Councillor had expressed concern that notices were difficult to read from the public footway and asked whether a note inviting people to come into the car park to read the notices could be displayed. <b>RESOLVED:</b> To note the comments and reassess after three months. DISPLAY CABINET & HEARING LOOP Quotes accepted awaiting dates for installation. PICTURE RAILS Installed. Pictures to be displayed when hooks have been obtained. NO SMOKING SIGNS New signs installed. Car park ash bin awaiting installation.	Next agenda

