

**DRAFT MINUTES OF THE ALDEBURGH TOWN COUNCIL
PROPERTY & FINANCE COMMITTEE MEETING
HELD ON MONDAY 26 FEBRUARY 2018 AT 7.00 pm**

Present: Cllr Jones took the chair

Committee Members Present:

Cllr Bond	Cllr Cox
Cllr Digby	Cllr Harris
Cllr Kiff	Cllr Osben
Cllr Partel	Cllr Worster

There was one member of the public in attendance.

Apologies: There were no apologies.

Approval of previous Minutes

Cllr Jones commended the draft Minutes of the Property and Finance Committee meeting held on Monday 22 January 2018 which were **APPROVED** by a show of hands. The Minutes were duly signed.

3. Matters for Discussion

3.1. Sports

Cllr Jones told Cllrs that she had started preparing for Sports Week 2018, which would start on July 30 2018.

3.2 Sport/Management/Maintenance of Council Property and Land

Cllr Jones reported on the following items:

- **The Tractor Shed:** The concrete base for the new storage unit had been laid and the unit is due for delivery in late-March; work undertaken by the tenant had been signed off by Building Control, though a fire-retardant coating now had to be applied to the Tractor Shed. Quotes to apply wood preservative to this building and the two shelters on King's Field and Kemp's Field had been received.

RESOLUTION to **APPROVE** the best-value quotation to apply a fire-retardant coating and wood preservative to the Tractor Shed and shelters on King's Field and Kemp's Field was **PROPOSED** by Cllr Worster and **SECONDED** by Cllr Kiff.

In favour **9**

Against **0**

Abstentions **0**

CARRIED UNANIMOUSLY

- **Bowls Pavilion:** Quotes had been received to carry out external decoration in accordance with the maintenance plan.

RESOLUTION to **APPROVE** best-value quotation to carry out external decoration of the bowls pavilion was **PROPOSED** by Cllr Digby and **SECONDED** by Cllr Harris.

In favour **9**

Against **0**

Abstentions 0
CARRIED UNANIMOUSLY

- **Tennis Courts:** Discussions were taking place with contractors to carry out approved work on two courts and some remedial action was planned for the other courts.
- **Moot Hall:** Faults with the installation of the central heating boiler would be taken up with the contractor concerned.
- **Tree Survey:** All urgent work had now been carried out with secondary issues being dealt with systematically.
- **Play Equipment:** Votes were still needed for the new play area at King's Field, nominated for an Enabling Communities Award. A new picnic table, funded out of County Councillor Rainger's budget, had been delivered.
- **Grounds work:** Norse were being pressed to carry out grounds maintenance work, including some ditch clearance and Yacht Pond renovation.
- **Marshes:** Cllr Jones suggested that the rent review for the marshes was waived because agricultural rents have not increased. The tenant has again, at their own expense, replaced a pump adjacent to the sluice.

Cllr Jones asked Cllr Cox to brief Committee members on a meeting with Cllr Digby and a contractor to discuss possible, immediate improvements to the road surface in front of the Fire Station, the Community Centre and the approach to King's Field car park.

Cllr Cox said the work would involve scraping road surfaces level, filling in potholes and tar spraying, with a shingle finish. He asked for approval to forgo the customary quotation process in favour of awarding the work to the contractor he and Cllr Digby had met, a man who had proved very reliable in the past. Cllr Jones pointed out that funds for this project were in earmarked reserves and Cllr Digby said if the Committee approved this expenditure, work could start in April.

RESOLUTION to **APPROVE** one quotation to carry out remedial work on road surfaces adjacent to the Community Centre was **PROPOSED** by Cllr Harris and **SECONDED** by Cllr Bond.

In favour 9

Against 0

Abstentions 0

CARRIED UNANIMOUSLY

Cllr Bond asked if the County Council could be encouraged to make a financial contribution to the cost of the work. Cllr Cox said that might be possible later but the priority was to get the work done urgently to avoid accidents. Cllr Harris suggested the County Council should be informed about ATC involvement in this project because it might be of benefit in the future.

Cllr Jones reported on a recent meeting with Cllr Cox, the Town Clerk and a businessman who wants to develop the Pumhouse for commercial use. The Town Council rejected this scheme in November 2017 and Cllr Jones reminded the businessman that this issue could not be re-addressed until May.

4. Committee Finance Business

Cllr Jones reported that the Internal Audit had taken place and the interim report was awaited, though initial indications suggested there were no issues of significance. The auditors, she

said, were aware that all Town Council-owned properties were being revalued for insurance purposes with additional cover being sought for other areas of ATC responsibility. The third-quarter financial report and variance explanations had previously been circulated.

Cllr Kiff asked if any progress had been made in persuading Barclays to reduce bank charges on ATC accounts. The Town Clerk had no positive news but said it would be useful if the auditors identified these costs to give ATC more leverage in discussions with the bank.

Cllr Walker queried the cost of the fence around the new Play Area which, he felt, was high. He was assured by Cllr Jones that ATC had secured the best-value quotation.

She told the Committee that a number of lease negotiations needed to be finalised to assess costs before the end-of-year accounts.

5. New Property and Finance Business

Cllr Bond commended the Plymouth Brethren organisation for their past generosity in planting spring bulbs along Jubilee Walk which, she said, looked splendid. Cllr Jones agreed and suggested a further planting of autumn-flowering bulbs.

There was nothing further to discuss and the meeting ended at 7.17 pm.