

## AXMINSTER TOWN COUNCIL

### MINUTES OF A MEETING OF THE BUILDINGS AND FINANCE COMMITTEE HELD AT 8.00 p.m. ON MONDAY, 29<sup>TH</sup> APRIL 2019 AT THE GUILDHALL

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1. PRESENT: Cllr. J.W. Walden, (Town Mayor), Cllr. A.L.Young (Deputy Mayor), Cllr. A.E. Bourner, Cllr. Mrs. S.L.N.Leat, the Town Clerk and the Deputy Town Clerk. 0 member of the public, 0 representative of the press.

CLLR. YOUNG, IN HER CAPACITY AS GUILDHALL MANAGER FOR WHICH SHE DECLARES A PECUNIARY INTEREST, HAS A DISPENSATION TO SPEAK ON MATTERS RELATING TO THE GUILDHALL PROVIDED THE PECUNIARY INTEREST IS NOT OF OVER-RIDING SIGNIFICANCE

CLLR. WALDEN DECLARED A PERSONAL INTEREST AS BEING A MEMBER OF AXMINSTER COMMUNITY ENTERPRISE.

CLLR. WALDEN DECLARED A PERSONAL INTEREST AS BEING CHAIRMAN OF THE GOVERNORS OF AXE VALLEY ACADEMY AS A MEMBER OF AXMINSTER SKATEPARK STEERING GROUP, AXMINSTER TWINNING ASSOCIATION AND AS BEING SAFEGUARDING LEAD FOR AXMINSTER YOUTH CLUB.

2. APOLOGIES: Cllr. P.G. Hayward, Cllr. D.R.H. Hull, Cllr. A.J.E. Seward,.

3. MINUTES OF PREVIOUS MEETING: these were signed.

4. PUBLIC FORUM:- None.

5. FINANCIAL MATTERS:

a) Debtors For Annual Return – this had been placed on the agenda in error.

b) Grand Piano – Cllr. Walden suggested that if no agreement with the prospective purchaser had been reached by 14<sup>th</sup> May then consideration be given to disposing of the piano.

d) Bank Charges – the Deputy Town Clerk reported that these would come into effect from mid June following an initial grace period when they were not levied.

7. PROPERTY RELATED MATTERS – GUILDHALL:

i) Update on Works Required: - the Town Clerk said that she had reminded the Consultant Surveyor that further quotes from contractors were required in respect of the replacement of the stage wall and ceiling linings. She sought and received confirmation that the new foyer doors should be straight and with a retracting panel at each side. The Deputy Mayor said that a representative of the curtaining company had attended on site and would provide a comprehensive re-quote on possible curtaining options for both stage and windows.

ii) Reports from Contractors – nothing to consider.

8. PROPERTY RELATED MATTERS – OLD COURTHOUSE

i) Museum – the situation in respect of one of the existing tenants was uncertain. The Town Clerk is trying to clarify the matter.

ii) Senior Citizens' Centre – it was agreed that the Town Clerk would advise the tenant that the Town Council felt the condition of the floor was a matter that the Town Council should investigate. The Town Clerk will make appropriate arrangements..

iii) Arts Cafe – nothing was raised.

iv) Former T.I.C. – nothing was raised.

9. PROPERTY RELATED MATTERS – CEMETERY – the Responsible Financial Officer will obtain further comparative quotes. The contractor who had submitted a quote already will be consulted as to how urgent the works are and asked to suggest why the buttresses on one building appeared to need more attention than those on the other.

10. PROPERTY RELATED MATTERS – AMENITIES:

- i. Additional storage for equipment and location thereof – arrangements were now in place for this.
- ii. Tree works – the Town Clerk was looking into the contractor’s insurance provision.

11. PROPERTY RELATED MATTERS – PIPPINS: there was an item pertaining to roof work which will be discussed in Committee.

12. UPDATE ON BANKING ARRANGEMENTS: the Responsible Financial Officer said that additional signatories on the account would be needed.

13. MATTERS OF URGENCY: Cllr. Walden asked the Town Clerk to find out whether the proposed works at Loretto Road and Foxhill Play areas would reduce the Section 106 funding available for recreation projects..

Cllr. Young proposed that under the provisions of the Public Bodies (Admission to Meetings) Act 1960, (as amended by the Local Government Act 1972 the public, (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

14. QUOTES FOR PROPOSED WORKS – ROOF WORKS AT PIPPINS AND THE OLD COURTHOUSE:

Two quotes had been received for the works required. Cllr. Walden proposed that contractor A be invited to do the work. He felt that the difference between the two quotes received was marginal and that contractor A had submitted a more detailed quote, even although it was the more expensive of the two. Cllr. Bourner seconded the proposal. Carried.

15. TENANCY MATTERS: the Town Clerk and the Deputy Town Clerk will draw up recommendations regarding the supplementary clauses needed for the leases of each different area of the Old Courthouse. Unpaid rents will be chased up.

Signed ..... Date .....