

NORTH HORSHAM PARISH COUNCIL
PROPERTY COMMITTEE – 6th FEBRUARY 2014
COMMITTEE REPORT

1. PUBLIC FORUM

Members of the public are invited to put questions or draw relevant matters to the Committee's attention, prior to the commencement of business. This is for a period of up to 15 minutes and shall be limited to 3 minutes per person

4. CHAIRMAN'S ANNOUNCEMENTS

At the time of writing the Report, there are no Chairman's Announcements

5. DECLARATIONS OF INTEREST

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

Where you have a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.

6. COMMITTEE BUDGET MONITORING – to 31.12.2013

Members will find enclosed Budget Monitoring information in relation to the Committee, to 31.12.2013.

RECOMMENDATION

Members are asked to note the Report

7. DISPOSAL OF COUNCIL ASSETS

Members are advised that the Bus Shelter on Lambs Farm Road, opposite Greenfields Way, has been disposed of. The Shelter had been redundant for some time, following the changing of direction of the bus route. More recently, it had become the subject of vandalism and in need of removal.

Rather than bear the cost of removal (which included the cost of digging it out of the pavement) and then storing or disposal, it was decided to offer the shelter, as was, free of charge but removal be at the cost of the recipient. The shelter was offered in these terms in the SALC Newsletter on their website and was taken up within half an hour by Findon Parish Council.

The disposal will be recorded in the Asset Register.

RECOMMENDATION

Members are asked to note this section of the Report

OTHER ASSETS

Members are advised that there are a number of other assets which are 'surplus to requirements' that could possibly be disposed of –

- (a) two sets of tennis nets, posts and winders, with an approximate cost of £750;
- (b) two basketball/netball stands and hoops, with an approximate cost of £462; and
- (c) recording equipment purchased in 2003 for £750, for the purpose of recording meetings, which was not suitable for the purpose and has never been used.

At this stage, potential sale costs have not been determined.

RECOMMENDATION

Members' views are sought

8. FLOORING AT ROFFEY MILLENNIUM HALL

Members are advised that all work on the laying of the new carpet tiles, areas of entrance matting and vinyl flooring in the Halls is now complete.

Following completion, it was glaringly apparent that the remaining areas (the kitchens and WC's) in the building were very shabby and indeed, the vinyl flooring in the downstairs gents WC was showing signs of lifting.

Following consultation with the Chairman of Council and the Chairmen of the Property and Finance and Administration Committees, new vinyl flooring was laid in these areas. The cost of this additional work is £2,700.

Many compliments have been received as to the freshness and appearance of the new flooring throughout.

RECOMMENDATION

Members are asked to note this section of the Report

9. FENCING AT EARLES MEADOW

Members are advised that following the storms over the Christmas break an area of fencing in Earles Meadow, adjacent to the Amberley Close Allotment site and the public footpath running from Earles Meadow to Amberley Close, was damaged. This is a substantial fence of some 60 metres and the storm damage is exacerbated by the growth of vegetation on the fence.

Whilst staff have sought quotations for the replacement of the entire length of fence, it is thought that repair and/or replacement may well be the responsibility of the original developer, Bryant Homes. To this end Taylor-Wimpey (who took over Bryant Homes) have been contacted with a view to them undertaking the work; and a further Report will be made to the Committee in due course

RECOMMENDATION

Members are asked to note this section of the Report

10. WORK AT HOLBROOK TYTHE BARN

Members are advised of the following internal works at Holbrook Tythe Barn –

- (a) demolition work in the ‘west wing’ (the changing rooms and toilets) is complete and there is now one space
- (b) it is necessary to introduce a pillar (approximately two thirds down from the front of the building) to support the roof, where there is one central beam running the full length of the building. The pillar will be boarded, skimmed and painted to match the walls
- (c) the ceiling has been boarded out, with the loft access hatch being retained, albeit in a new place
- (d) it is now possible to continue the underfloor heating into the ‘west wing’
- (e) two storage cupboards have been built at the ‘front end’ of the new space
- (f) the kitchenette space has been built to full roof height with a third storage cupboard next to it.
- (g) false ceilings have been made for the three storage cupboards and the kitchenette
- (h) the differences in floor levels will be levelled with latex
- (i) work on the electrics is progressing
- (j) new internal doors and door furniture have been selected

At this stage, it is anticipated that the internal works to the 'west wing' will be completed by mid-February.

Other matters –

- (a) work on the new entrance will commence in approximately three weeks time
- (b) the original low bow top fence will be removed in due course
- (c) the cycle racks have been re-installed
- (d) work on the external toilet is progressing and will also be suitable for disabled use
- (e) the developers have sought three quotations for work on the roof of North Heath Hall, with two having currently been returned
- (f) a meeting with staff, the developers and their chosen contractor in relation to the refurbishment of the Multi Courts is to take place on 30th January. An up-date on this meeting will be available at the meeting.

Members are asked to note that the Premises Manager has built extremely good working relationships with the Site Manager and all trades that are working on the site; and as a result, there have been very few problems.

Should any member wish to visit the site, arrangements can be made for this by contacting the Premises Manager or the Parish Office.

RECOMMENDATION

Members are asked to note this section of the Report

11. DATE OF NEXT MEETING

Thursday 10th April 2014 (scheduled)

12. EXCLUSION OF THE PRESS AND PUBLIC

To consider whether to exclude the Press and Public from the meeting during the consideration of the following items in accordance with S1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that they involve the likely disclosure of exempt information

RECOMMENDATION

That the Press and Public are excluded from the meeting on the grounds that legal advice to the Council is to be discussed

Sue Kemp – Parish Clerk
30th January 2014