



## **Minutes of the Meeting of the Facilities Committee Council Chamber, Bollington Town Hall at 10.00am on Monday 13th June 2022**

It was noted this was a new Committee and it was the first meeting of 2022.

### **Resolution moved without notice**

**RESOLVED** Cllr JCS opened the meeting as Chair.

### **Elect a Chair**

**RESOLVED** Cllr J Nicholas would be Chair for the ensuing year.

### **Those Present:**

Town Mayor Cllr John Stewart (JCS)

Cllrs: Ken Edwards (KE), Johanna Maitland (JM), James Nicholas (JN), Judy Snowball (JS), Amanda Stott (AS).

**Town Clerk:** Julie Mason

**Chair:** Cllr James Nicholas

### **Declarations of Interest**

Cllr AS on Election of Chair

### **Public**

There were three members from Brookbank House present to enquire about the future of the Town Hall as they would like to extend their lease from March 2023. They had read the minutes of Full Council and there were suggestions of selling the Town Hall which made them feel uneasy of the renewal of their lease. They had invested time and money into renovations and wished to stay in situ. They also asked to be made aware sooner rather than later as due to the nature of their business it would be time consuming to move venues.

They also wished to note how helpful the new Town Clerk had been in resolving their concerns over the past twelve months.

### **FC 01/22 To receive and approve apologies for absence:**

Nil

### **FG 02/22 To agree Terms of Reference for the Committee**

Cllr KE felt the Town Hall Task Group should report to this committee and proposed the following amendment "To consider the disposal of assets – to produce and oversee the plans for the disposal of Council Assets as recommended by Full Council should the disposal prove beneficial to the community".

**RESOLVED** this amendment needed to be agreed by Full Council as the Town Hall Task Group was originally reporting to Full Council.

**RESOLVED** the agenda would be agreed with the consultation of the Chair

**RESOLVED** subject to the above amendment the TORs were accepted.

**FC 03/22 To receive and confirm the Minutes of the last Personnel & Assets Committee held on the 20<sup>th</sup> April (Approved by Full Council on 3<sup>rd</sup> May 2022)**

**RESOLVED** the minutes were accepted.

**FC 04/22 Matter raised from the minutes**

It was noted there were no matters raised from the minutes.

**FC 05/22 To note the following payments**

The Clerk presented the payments made since the last committee meeting.

£398.00 Fire Queen (extinguishers)

£258.36 John Worth Ltd (boiler service in TH x 2 & CH)

£96.00 John Worth Ltd (radiator valve in CH)

£578.53 Allan Davies (Hard Wiring in CH)

£420.00 Ravenscroft Joinery (CH floor damage)

£378.00 Ravenscroft Joinery (fire glass)

**RESOLVED** the Committee accepted the above payments as a true record.

**FC 06/22 To discuss the letter from Brookbank House on the renewal of the lease**

**RESOLVED** the lease renewal of Brookbank House would be discussed at the Town Hall Task Group meeting and then returned to Full Council with a reply.

**RESOLVED** the Town Council would reply to their tenants by September 2022 at the latest.

**FC 07/22 To note the minutes from the meeting with Brookbank House on 1<sup>st</sup> April 2022 and the report on the wall on the interior wall**

The notes from the meeting were discussed and reported back to the Committee.

There was a request for a new radiator thermostat in one of the rooms

**RESOLVED** the Clerk was instructed to install a radiator thermostat.

The Clerk reported that a builder/roofer had examined the roof and the interior wall where there was a crack and felt the roof was secure. She had then consulted with a surveyor who advised there needed to be tapes on the crack to monitor it. She was awaiting a building surveyor to look at the issue and gain further advice.

**RESOLVED** the Clerk was given approval to take the necessary action and costs involved with the monitoring of the crack in the interior wall.

**FC 08/22 To agree next actions on the land transfer to Bollington Health & Leisure**

The agreed letter had been sent to the person encroaching on the land and it had been diverted to be discussed with his son. Both letters were discussed but it seemed no resolution had been reached.

Cllr KE thought the transfer should be completed without a decision on this encroached piece of land between the TC and Bollington Health and Leisure.

Cllr JM disagreed and thought this was leaving the TC vulnerable to more excessive unapproved costs. Cllr AS suggested a solution would be leasing the land to the occupier of the land with a peppercorn rent if Cheshire East were agreeable.

**RESOLVED** the Clerk would approach the CE legal department to enquire if the land could be leased.

It was noted a working group meeting need to be held.

**FC 09/22 To note the meeting with Allotment holders at Heath Road held with Cllr K Edwards and the Clerk on 24<sup>th</sup> May 2022.**

The Clerk had attended a meeting with Cllr KE and the allotment holders at Heath Road and the minutes were circulated. The meeting was well received but after scoring the plots their letters had been sent out.

The group had asked for a tree to be removed from the compost heap section and a fence be built along the hedge line.

**RESOLVED** the Clerk was given permission to remove the tree in the compost holding area and the fence along the hedge line was deferred at this time.

It was noted the next meeting would be held on the 12<sup>th</sup> September at 6pm.

**FC 10/22 To agree the removal of charges in the Town Hall for Local Groups**

There had been a requested to revisit the charges in the Town Hall by Community Groups.

**RESOLVED** if Community Groups met with in the working office hours of the Town Hall Team there would be no charge subject to leaving the room in an acceptable state.

**RESOLVED** other groups would be charged at the previously agreed rates.

This decision would be reviewed in twelve months.

**FC 11/22 To consider purchasing a bench for Market Place from resident's request**

**RESOLVED** a bench would be purchased for Market Place from the Covid funds.

**FC 12/22 To receive the minutes from the Civic Hall User Group on 16<sup>th</sup> May 2022 and approve actions**

Cllr JN and the Clerk and met with the CHUG and the minutes were circulated. The group had asked for a new projector screen and that there was a constant smell from the drains when the fans were on in the hall. The Clerk circulated a cost of £731.00 to repair the drains and explained the reasons.

**RESOLVED** the Clerk would purchase a new screen and instruct the plumber to carry out the repair works on the drains.

A quote had been circulated to service the movable wall of £695.00 plus VAT. The Committee debated the obligations of having the wall serviced as it was an excessive cost.

**RESOLVED** the Clerk would investigate the obligations the TC had to carry out a service and report back to the next committee meeting.

**FC 13/22 To discuss the service level agreements with regular contractors**

The Clerk pointed out the TC had no agreements with regular work contractors as advised by the Financial Regulations.

**RESOLVED** the Clerk would draft Service Level Agreements with regular contractors and have their insurance details on file.

**FC 14/22 Date of the Next meeting: 30<sup>th</sup> August 2022 at 10am in the Town Hall**

It was noted Turner Rise should be included on the agenda and Earmarked reserves included in the Committees budget.

Meeting closed at 11.45 am

Signed: .....

Dated: .....