



## Minutes of the Meeting of the Facilities Committee Council Chamber, Bollington Town Hall at 10.00am on Monday 12<sup>th</sup> December 2022

### Those Present:

Cllrs: Ken Edwards (KE), David Kent (DK), Jo Maitland (JM), James Nicholas (JN), Judy Snowball (JS).

**Chair:** Cllr James Nicholas

**Town Clerk:** Julie Mason

### Declarations of Interest

Nil

### Public

Nobody present.

### FC 42/22 To receive and approve apologies for absence:

Cllr A Stott due to another meeting and Cllr J Stewart due to being away.

*As Standing Order 5d Cllr J Stewart had nominated Cllr D Kent as a substitute member for this meeting.*

### FC 43/22 To receive and approve the minutes of the Facilities Committee meeting held on 31<sup>st</sup> October 2022 (FC 29/22 - FC 41/22)

**RESOLVED** the minutes were accepted as a true and accurate record.

### FC 44/22 Matters raised from the minutes

*To note the recommendation to stay with Secure Keyholding Limited.*

The Clerk informed the Committee that the TC had retained the contract with Secure Keyholding Ltd.

*To note due to asbestos Solar Panels are not suitable in the Civic Hall due to asbestos.*

### FC 45/22 To note the following payments.

- £201.60 John Worth Ltd broken toilets at the Civic Hall
- £500.00 Bowcock & Pursaill Solicitors

### FC 46/22 To Receive an update on the Turner Rise land.

The Clerk reported Peaks & Plains has asked for the transfer agreement to see if it would be acceptable if the Town Council was sold on the open market. Cllr JS had approached BIT and they were willing to take it over.

**RESOLVED** the Committee asked in the meantime for the Clerk to obtain a market value for the land.

**FC 47/22 To Receive an update from the Clerk on the transfer of land from Bollington Heath & Leisure and the Town Council and to receive an update on the complaint about costs.**

The newly appointed solicitor had endeavored to remove BTC from the lease between CE to BHL, but it had not been possible. Apparently, the TC had agreed that they would always be the body in-between BHL and CE when the transfer was completed. BTC will now have to assign an underlease from CE to BHL. BHL still want to proceed with the underlease for what is left of their lease term. The fact that there is that supplemental agreement which seems to allow Competition Line to step into BHL's shoes if they default under the underlease gives BTC some comfort of knowing that there is some other entity who would take on the running of the center. The Clerk had rejected BHL asking for a breakout clause. BHL have seen two Deeds of Surrender prepared by CEC for the 2003 Football Club Lease and the 2013 BHL Lease. The football club lease is the only lease that they have on the land which contains their changing rooms (built and paid for by them). The football club is completely independent from BHL, although BHL may become their landlord in 2033. There is a service level agreement between BTC, BHL & BUJFC giving them rights to the exclusive use of the football pitches for 25 years until 2044.

**RESOLVED** the Clerk would continue to liaise with Bowcock & Pursaill together with the Chair.

The Clerk had made a complaint to Thorneycroft's about the costs of £1,000 for works carried out and received a report back saying they felt the costs were justified. They then had written to the Clerk and asked if we accepted their reply or otherwise to approach the Legal Ombudsman.

**RESOLVED** Cllr JS and the Clerk will read the relevant documentation in relation to the complaint and seek clarification from Cllr KE regarding meetings held. The Clerk would also write a letter to Thorneycroft's Solicitors explaining the Council were considering their options.

Two quotes had circulated to place thermostats on the Civic Hall and the Town Hall;

- i) Quotation 1 – Town Hall £1,037.00
- ii) Quotation 2 – Civic Hall £1,534.00

**RESOLVED** the Committee accepted the quote of £1,534.00 to replace and repair the thermostats at the Civic Hall and would defer the Town Hall repairs until a decision had been made on the replumbing of the system.

**RESOLVED** this would come from General Reserves.

**FC 48/22 To receive the minutes from the Town Hall Task Group on 5<sup>th</sup> December and receive the quotes from John Worth Ltd to improve radiators in the Town Hall and the Civic Hall.**

An enclosure pack had been created with THWG minutes, costs of running the Town Hall, drafted plans of converting the garage into the chambers and possible office space above, costs for renting office space and a porta kabin for storage. The committee discussed the options the THWG were considering.

**RESOLVED** the Committee wished the THTG not to pursue further plans converting the garage at this time as they were not viable.

**RESOLVED** the Committee asked the THTG to obtain costings to make the Town Hall accessible for visitors and energy compliant.

**RESOLVED** the Committee asked for the Clerk to be a member of the Task Group.

**FC 49/22 To receive and confirm the minutes of the Allotments Task Group meeting held on 7<sup>th</sup> December**

**RESOLVED** the minutes were accepted as a true and accurate record.

**RESOLVED** the Allotment policy was accepted.

**FC 50/22 To agree recommendations at the Civic Hall as follows.**

- Blinds repair and replace at Quote £495.00  
**RESOLVED** the blinds would be replaced and repaired
- Painting the kitchen  
**RESOLVED** the Clerk would arrange for the Town Wardens to paint
- To repair the sliding doors which are damaged checked by the Town Wardens.
  - ii.Quote 1- £695.00
  - iii.Quote 2 - £645.00

Due to the high quotes the Clerk had approached 'Ravenswood Joinery' to check if they were capable of the repair work and they had indicated they could repair it although it was noted they were not approved manufacturers.

**RESOLVED** the Clerk was given delegated authority to make the necessary arrangements whilst obtaining the best value for money.

- Potholes in the car park  
**RESOLVED** the Clerk would make the necessary arrangements with the Town Wardens to repair them.  
The Chair noted this works should be carried out in the warm weather.
- Repairs to gas/ electric utility door  
**RESOLVED** the Clerk was given delegated authority to repair the rotten door and frame up to £500.00. This would be taken from General Reserves.

**FC 51/22 To receive the asbestos report carried out by Greens contractors and agree remedial works**

The Committee received the asbestos reports for the Town Hall and the Civic Hall. The recommendation was as follows.

TOWN HALL

No actions all noted

CIVIC HALL

Recommendations;

Encapsulation of one metre square in main hall where there had been water damage.

**RESOLVED** the Clerk would make the necessary arrangements to repair and this would come from General reserves.

**FC 52/22 To agree the review of Civic Hall User Group, hire charges as recommended by the Finance & Audit Committee**

The committee noted the CH charges and the increase which had been made on 30<sup>th</sup> May 2022.

**RESOLVED** the Committee agreed to defer the decision until the next committee meeting on the increase in charges at the CH.

**FC 53/22 To receive the minutes from the Civic Hall User Group on 5<sup>th</sup> December 2022.**

**RESOLVED** the Committee accepted the minutes from the CHUG meeting and noted the Clerk would make the necessary arrangements to action the points raised.

**FC 54/22 To resolve to agree a quote for the door surround to be replaced at the Town Hall**

The fire door surround was rotten in the kitchen at the Civic Hall and the Clerk had gained a quote for;

- £660.00 plus £132.00 VAT = £792.00

**RESOLVED** the Committee agreed the fire door surround would be replaced in the kitchen at the TH.

**FC 55/22 To receive a report from Cllr Ken Edwards on the improvement of bus shelters**

Cllr KE reported that the bus shelters would benefit from noticeboards and signs to identify them as BTC. He said he would report back at the next meeting on costs.

**FC 56/22 To discuss the allocated monies in earmarked reserves for extra parking spaces at Pool Bank Car park**

There were allocated monies in ear marked reserves for extra car parking spaces at Pool Bank car park. The Chair had noticed an area which could be tarmacked to create extra spaces.

It was agreed the Clerk would gain quotes.

**FC 57/22 To agree the sale of the plastic barriers in the Town Hall**

**RESOLVED** It was agreed that the Clerk would endeavor to sell the barriers had not been used since their purchase.

**FC 58/22 To agree a purchase of a safe in the Town Hall following the Internal Audit Report**

The Mayors Chain was not insured if not kept in the safe and the Finance & Audit Committee had recommended the Facilities Committee visited the issue. The Clerk had received a quote for £400 for a second hand safe.

**RESOLVED** the Committee agreed the purchase of the safe plus fitting costs up to £500.00.

**FC 59/22 Date of the Next meeting: 27<sup>th</sup> February 2022 at 10am in the Town Hall**

Meeting closed at 12.15 pm

Signed: .....

Dated: .....