

**MINUTES OF A MEETING OF THE PROPERTY MANAGEMENT COMMITTEE
Held on Thursday 10th June 2021 at 11:00am at Normanton Town Hall**

Present: Councillor Mrs E. Blezard – Vice-Chairman
Councillor G. Cheesbrough
Councillor Mrs H.W. Jones
Councillor B. Mayne – Chairman
Councillor Mrs P. Mayne
Councillor K. Wilson, JP

Absent: Councillor A. Bones
Councillor J. Medford
Councillor Mrs A. Moran

1. Apologies for Absence

RESOLVED that apologies be received on behalf of Councillor Mrs A. Moran.

RESOLVED that apologies be received, and reasons approved on behalf of Councillor A. Bones and Councillor J. Medford.

2. Declarations of Interest

Members were reminded of the requirement to make an appropriate declaration at the meeting on any item in which they had an interest.

There were no declarations made.

3. Minutes

RESOLVED that the minutes of an Extra Ordinary meeting of the Property Management Committee held on Thursday 25th March 2021 (Minute Numbers 21-24; Pages 9-10) be received as a true record and signed.

4. Woodhouse Community Centre

A report was received on repair and maintenance issues at the Woodhouse Community Centre.

RESOLVED that the issue of the faulty brickwork on the wall of the fire escape ramp be raised with our insurers and the original contractor be pursued for repairs.

RESOLVED that the upgrades to the Fire Alarm system including 7 replacement detectors be approved at a cost of £1,382.57 through Chubb.

5. Normanton Town Hall

A report was received on repairs and maintenance issues at Normanton Town Hall.

RESOLVED that the issue of smoking should continue to be raised through WMDC and that draft excluders should be fitted to the rear escape door.

RESOLVED that the issue of urination, drug use and graffiti should continue to be monitored and reported where necessary. Consideration would be given to increased CCTV coverage during the refurbishment project. Quotes for fencing would also be sought.

6. Normanton Town Hall – Refurbishment

A report was received on the refurbishment of the Town Hall. The report set out the actions to date including the appointment of contractors and consultants to undertake investigative and costing works.

It was reported that the plans had been revised slightly as a result of these consultants visits to site and a full budget was to be circulated in due course.

Members were satisfied with the plans which had been circulated and it was noted that the architect is intending to submit a planning application for the access ramp at the front of the building.

It was reported that a Building Regulations application had also been submitted.

RESOLVED that the report be received and that the plans for the ramp be approved to enable a full planning application to be submitted.

7. Tree Inspections

A report was received on the Town Councils tree holdings following an inspection in April 2020.

Members were very impressed with the quality and detail contained within the report from Treescapes Consultancy.

RESOLVED that the report be received and that quotes be obtained for the works identified in the report.

In the absence of any other business, the Chairman thanked everyone for their attendance and closed the meeting.