

BRIGG TOWN COUNCIL
PROPERTY AND SERVICES COMMITTEE
Minutes of the Meeting held on Wednesday 11th March 2015
Chairman - Councillor J. Truepenny

Present: Councillors; Mrs. J.A. Bell, Mrs. J. Brock, ~~J.C. Dixon~~, *(not in attendance)*
Mrs. P.J. Smith, J. Truepenny and Miss. L. E. Whitehand

In attendance: Mr. N. Fisher Brigg Blog
David Elliott Scunthorpe Telegraph

PS045 NOTICE CONVENING THE MEETING

Taken as read and approved.

PS046 TO RECEIVE APOLOGIES RECEIVED AND REASONS FOR ABSENCE

Cllr. Mrs. A. Eardley
Cllr. C. Sherwood
Cllr. R. Waltham

PS047(a) TO RECORD DECLARATIONS OF INTEREST BY ANY MEMBER OF THE COUNCIL IN RESPECT OF THE AGENDA ITEMS LISTED BELOW. MEMBERS DECLARING INTERESTS SHOULD IDENTIFY THE AGENDA ITEM AND TYPE OF INTEREST BEING DECLARED.

Standing:

Councillor Mrs. J. Brock Redcombe Lane Allotments

(b) TO NOTE DISPENSATIONS GIVEN TO ANY MEMBER OF THE COUNCIL IN RESPECT OF THE AGENDA ITEMS LISTED BELOW.

None.

PS048 CHRISTMAS LIGHTS 2015

To consider the additional estimates received from Gala Lights and determine the lighting scheme for 2015.

After due consideration of the detailed costs provided **it was resolved that** (subject to final confirmation that the clerk's estimated costs are correct); in addition to the re-installation of the scheme designed for 2014, the Christmas Lighting scheme for 2015 should be further extended as follows:

- Illumination of 5 trees at East Park (near the Tin Tab)
- Illumination of 3 trees on Queen Street.
- Additions to the Christmas tree – 2 sets of mini drop lights, 9 mixed colour garlands (200 LEDs) and 20 baubles in red, green and gold.
- Installation of a feature crossing at Cary Lane, crossing between Barclays Bank and number 7 Market Place.

Based on the clerk's calculations and with a discount of 15%, where applicable, the estimated total cost for 2015 is £27,608.00

Proposed: Cllr. Mrs. P.J. Smith Seconded: Cllr. Miss L.E. Whitehand



Members noted that this cost will reduce significantly in the following years when the purchase costs are removed.

The clerk will now

- seek confirmation that her calculations are correct
- secure a price for future reference and Budget Preparation purposes, for the re-installation of the same in 2016.
- Discuss the possibility of a longer term, fixed price contract.

PS049 TO REVIEW THE FIRE RISK ASSESSMENT FOR THE ANGEL SUITE.
(copy circulated in advance of the meeting)

It was resolved that, subject to the inclusion on Page 3 of a reference to the annual PAT testing of electrical equipment, and the Fixed Circuit Electrical Test, the Fire Risk Assessment should be confirmed as reviewed and re-affirmed as at Wednesday 11th March 2015.

Proposed: Cllr. Mrs. J. Brock

Seconded: Cllr. Mrs. P.J. Smith

PS050 TO CONSIDER THE SUPPLY AND FIT OF NEW FLOOR COVERING IN THE STAFF W.C. AND BASEMENT STORE, IN KEEPING WITH THE REST OF THE ANGEL SUITE.

It was resolved that new floor covering should be fitted in the staff W.C. and basement store in keeping with the rest of the Angel Suite, in the sum of £885.00. Cost to be met from the Staff Costs and Office Facilities Budget.

Proposed: Cllr. Mrs. P.J. Smith

Seconded: Cllr. Mrs. J. Brock

PS051 TO RECEIVE AND CONSIDER THE ESTIMATES FROM LEANDER ARCHITECTURAL FOR THE WORK REQUIRED TO UPDATE THE FINGER POST SIGNS.

The clerk advised that she had held a site meeting with Leander Architectural on Thursday 5th March, but the estimated costs have not yet been received. Item deferred until the next meeting.

PS052 TO CONSIDER THE COST OF REPAIR/REFURBISHMENT/UPGRADE OF THE HOLOCAUST MEMORIAL FOUNTAIN.

The clerk advised that the Holocaust Memorial Fountain is no longer working and is in need of refurbishment. Leander Architectural is able to offer a price for part of this work, which is also awaited. Item deferred until the next meeting.

PS053 a) TO RECEIVE AND CONSIDER THE SERVICE LEVEL AGREEMENTS DUE FOR RENEWAL WITH NORTH LINCOLNSHIRE COUNCIL.
(Details enclosed.)

i) **Millennium Green – 1 year or 3 year contract.**

Following the dissolution of the Millennium Green Trust, ownership and responsibility for the maintenance of the Millennium Green has been returned to North Lincolnshire Council. **Continued/.....**



North Lincolnshire Council is aware that Brigg Town Council is willing to consider taking over the lease, but the legalities are taking much longer than anticipated.

Consideration of this Service Level Agreement was deferred until the legal position is resolved.

ii) **Riverside Memorial Garden - 1 year or 3 year contract.**

It was resolved that the Service Level Agreement should be renewed for a 3-year period in the sum of £391.54 per annum.

Proposed: Cllr. J. Truepenny

Seconded: Cllr. Mrs. P.J. Smith

iii) **Service and replenishment of salt bins - 1 year or 3 year contract.**

It was resolved that the Service Level Agreement should be renewed for a 3-year period in the sum of £383.04 per annum.

Proposed: Cllr. Mrs. J. Brock

Seconded: Cllr. Mrs. P.J. Smith

iv) **Cary Lane W.C.**

Details of this Service Level Agreement have not yet been received. This item was deferred until the next meeting.

PS054 TO NOTE THE RE-NEGOTIATION OF THE O2 MOBILE PHONE CONTRACT AND AUTHORISE THE SALE OF 2 NO. IPHONE 4S HANDSETS AND THE DISPOSAL OF 1 NO. IPHONE 4S HANDSET.

Members noted that a new contract has been negotiated at the significantly reduced cost of £52.86 per month. **Also that,** there are 3 existing iPhone 4 handsets, (not 4S as stated above), one of which is faulty but 2 are perfectly suitable for resale.

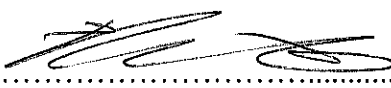
It was resolved that the clerk should research the cost of resale, take a mid-point value which could then be advertised locally for the two working handsets. In the event that the handsets are not purchased locally the clerk should sell them on-line for the best price that can be achieved. Accordingly, the faulty handset should also be sensibly disposed of.

Proposed: Cllr. Mrs. P.J. Smith

Seconded: Cllr. Mrs. J. Brock

The meeting closed at 6.55 p.m.

Signed.....
Chairman, Property & Services Committee
held on Wednesday 11th March 2015

Signed.....
Chairman, Full Council Meeting
held on Monday 23rd March 2015