

**BRIGG TOWN COUNCIL
PROPERTY AND SERVICES COMMITTEE
Meeting – Wednesday 8th July 2015
Chairman - Councillor R. Waltham**

Present: Councillors; Cllr. Mrs. A. Eardley, Cllr. B. Parker, Cllr. Mrs. S.H. Riggall, Cllr. N.J. Sherwood, Cllr. J.E. Truepenny and Cllr. R.W. Waltham.

In attendance:- Mr. N. Fisher Brigg Blog
 Mrs. C. Davis Clerk
 Mrs. A.J. Hannath Deputy Clerk

PS002 NOTICE CONVENING THE MEETING

Taken as read and approved.

PS003 TO RECEIVE APOLOGIES RECEIVED AND REASONS FOR ABSENCE

Cllr. Mrs. S. Boughey
Cllr. Mrs. P.J. Smith
Cllr. M. Storey
Cllr. P Keane

PS004 (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.

Cllr. R. Waltham and Cllr. C. Sherwood declared a personal interest in all matters relating to North Lincolnshire Council due to their involvement as NLC Ward Councillors.

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

None

**PS005 a) TO APPROVE ANY GENERAL ACCOUNTS FOR PAYMENT.
(See Appendix 1)**

It was resolved that the general accounts for payment, as listed in Appendix 1 should be approved.

PAYEE	SERVICE /PRODUCT	NET	VAT	GROSS
Anglian Water	GS Road	59.70		59.70
Countryside Pest Control	Routine visit	45.00		45.00
Anglian Water	Redcombe Lane	59.75		59.75
Tom Butler	Riverside Hanging Baskets	409.50	81.90	491.40
Harbour Clean	River clean	1614.50	322.90	1937.40
Countryside Pest Control	Bee relocation	35.00		35.00

Proposed: Cllr N. Sherwood

Seconded: Cllr J. Truepenny

PS006 TO RECEIVE ANY GENERAL CORRESPONDENCE.

Email correspondence received from the Neighbourhood Service Manager regarding the cutting of the grass at the Millennium Green. She confirmed that there will be an interim cut of the grass once a suitable machine becomes available.

PS007 ALLOTMENTS:

a) To Receive a report on any outstanding issues from the clerk:

None

b) **Redcombe Lane site:**

i) To Receive and Consider the site visit report and any observations from the Allotment Representative and consider any questions from tenants.

The Clerk confirmed that she had undertaken a site inspection on 6th July 2015. All, but one plot, are in good order and in full cultivation.

The Clerk also advised that a letter will be sent to the tenant of the plot that is not being cultivated to required standard.

On 2nd July 2015, Mr. Peter Brock reported to the Clerk that four of the sheds sited on the allotments had been broken into. Tools and chickens had been stolen. The Clerk had advised him to contact the police.

It was resolved that the Clerk contacts the tenants regarding security provision at the site and to invite suggestions from them for possible improvements to the plots and gate.

ii) To Receive and Consider any reports from Countryside Pest Control.

Nothing to report.

c) **Grammar School Road**

i) To Receive and Consider the site visit report and any observations from the Allotment Representative, and consider any questions from tenants.

The Clerk confirmed that she had undertaken a site inspection on 6th July 2015. All, but five plots, are in good order and in full cultivation.

The Clerk advised that letters will be sent to the tenants of the plots that are not being cultivated to required standard.

ii) To receive a report from the clerk regarding tenancies relinquished or terminated.

The Clerk updated, as follows:

Currently one half of plot 26 available for lease.

iii) **To Receive a final report from the clerk regarding the works by Anglian Water Authority.**

All issues have now been satisfactorily dealt with.

It was resolved that the Clerk contact NLC regarding the maintenance of the ditch.

iv) To Receive and Consider any report from Countryside Pest Control.

Nothing to report

PS008 ANGEL SUITE:

a) i) **To receive the following financial reports and approve the Accounts Paid and for Payment, as listed in Appendix 2.** (*Financial Reports as at 30th April 2015 and 31st May 2015 and 30th June 2015 enclosed.*)

It was resolved that the Financial Reports as at 30th April 2015 and 31st May 2015 and the following accounts for payment as listed on Appendix 2, below, should be taken as read and approved.

PAYEE	SERVICE /PRODUCT	NET	VAT	GROSS
APRIL				
	Rates	56.78		56.78
NLC	Annual Lease	1000.00	200.00	1200.00
Brian's DIY	Paint	18.33	3.66	21.99
British Gas	heat	556.63	111.32	667.95
Occasions	Civic Dinner food	828.00		828.00
Bow Belles	Linen - Jackson Wedding	335.00		335.00
Brigg Launderette	Launder Linen	48.00		48.00
Reliable Cleaning	Relief manager/cleaning	694.95	138.99	833.94
P. Bryan Electrical	Periodic Electrical inspection	953.03	190.61	1143.64
Fisher Security	CCTV	21.09	3.69	24.78
Your Chef	Wedding Breakfast	1271.50	284.30	1555.80
Coultas Plumbing and Heating	Boiler Repairs	1424.22	284.84	1709.06
BT	Payphone Bill	60.04	12.00	72.04
British Gas	heat	64.88	3.24	68.12
Your Chef	Mason's Dinner	762.00	152.40	914.40
Tesco/ Mrs JM Woollard	Civic Dinner Wine	55.77	11.15	66.92
Chubb Fire & Security	Service Extinguishers	72.42	14.49	86.91

Continued/.....

PAYEE	SERVICE /PRODUCT	NET	VAT	GROSS
MAY				
NLC	Rates	55.00		55.00
NLC	Trade rates	78.52		78.52
PD Watson	Buffet items	196.00	4.00	200.00
Npower	Electricity	278.12	55.62	333.74
BowBelles	Linen Hire-Bonner wedding	335.00		335.00
Anglian Water	Water Rates	190.27		190.27
Brigg Launderette	Clean Linen	35.00		35.00
Fisher Security	CCTV	21.09	3.69	24.78
Reliable Cleaning	Relief manager/cleaning	1022.65	204.53	1227.18
Reliable Cleaning	Cleaning products	67.64	13.53	81.17
Your Chef	Wedding Breakfast	727.25	175.45	902.70
BW Shrimpton	Plastering	350.00	70.00	420.00
Grimsby Lift	Call out	120.00	24.00	144.00
British Gas	heat	261.22	52.24	313.46
JUNE				
NLC	Rates	55.00		55.00
NLC	Trade rates	78.52		78.52
Petty Cash- no 1	Top up	155.82	12.04	167.86
Ellis Cleaning Services	Windows	45.00	9.00	54.00
Deli-licious	Buffet items	110.00		110.00
PD Watson	Buffet items	243.71	16.80	260.51
Fisher Security	CCTV	21.09	3.69	24.78
Reliable Cleaning	Relief manager/cleaning	610.20	122.04	732.24
Reliable Cleaning	Cleaning products	39.25	7.85	47.10
Npower	Electricity	139.52	27.90	167.42
C & M Bars	Corkage fee-Jackson wedding	45.00		45.00
Coultas Plumbing and Heating	Boiler Repairs	102.50	20.50	123.00

Proposed: Cllr. N. Sherwood

Seconded :Cllr. Mrs. A. Eardley

ii) To receive and review the cumulative report for the Quarter ending 30th June 2015

Noted as received.

- b) To receive a report from the clerk regarding any issues approved under delegated powers.**

None

- c) To receive the clerk's update on outstanding issues.**

None

- d) To approve the replacement of the worktop / purchase & installation of splash-back, new sink and taps in the Lounge Bar.**

It was resolved that the Clerk obtains three quotes for the required works, and, due to the timings of the committee cycle, that the decision relating to authorisation of the works be delegated to Cllr. J. Truepenny, Cllr. R. Waltham and Cllr. N. Sherwood

Proposed: Cllr. N. Sherwood

Seconded: Cllr. B. Parker

- e) **To approve the refurbishment of the wooden entrance doors to the Rotunda of The Angel Suite.**

It was resolved that the Clerk obtain three quotes for the replacement of the main Rotunda doors and that the amount spent on the work should not exceed £600.

Proposed: Cllr. J. Truepenny

Seconded: Cllr. Mrs. A. Eardley

7. INFORMATION BOARDS /RAIL TIMETABLE NOTICES

To receive an update on current situation from Clerk.

Members were advised that she had held a meeting with two members of the Brigg Town Business Partnership, the Deputy Clerk and Cllr. J. Truepenny. BTBP were provided with advice and information on how to access possible alternative streams of funding for the sign project, and were assured of the full support of Brigg Town Council. When BTBP have further information on how they intend to move the project forward then they will report back to the council.

It was also suggested that the Clerk contact The Parish Clerk at Worlaby, as it was felt that their signage was particularly effective.

8. HOLOCAUST MEMORIAL

To discuss potential options for the repair /upgrade of the Holocaust Memorial and Water Feature.

It was resolved that the Clerk, on behalf of the Council, consult with local representatives of the Jewish, Catholic and Roma communities for a suitable replacement for the current memorial, together with a more appropriate location. It was felt that the present one had reached the end of its useful life.

It was also resolved that the Clerk contact the other Town Councillors by email for their suggestions.

The meeting closed at 8.04pm

Signed
Chairman, Property & Services Committee
Meeting held Wednesday 8th July 2015

Signed
Chairman, Full Council
Meeting held Monday 27th July 2015