

## MINUTES OF THE EXTRAORDINARY PROPERTIES COMMITTEE

### MEETING HELD ON THURSDAY 25 FEBRUARY 2015

Present: Cllr H Partridge – Chairman

Cllrs: J Bryson, L Moores, F Partridge

Mr A Morgan – Promotions, Marketing and Events Office acting as Clerk

Present: Cllrs P Moores, L Deely

#### PR/13/15

##### To receive and accept apologies for absence

Cllr N Tucker, A Biggs

#### PR/14/15

##### To receive registered and non-registered disclosable pecuniary interests and non-registrable interests

None

#### PR/15/15

##### Dispensations: to consider requests for dispensations (for which a 'Dispensation Request' form must have been completed and submitted to the Proper Officer at least 3 working days prior to the meeting)

None

#### PR/16/15

##### Maximum 15 minutes for electors present to put questions or make observations concerning the business of the Finance, Staffing & General Purposes Committee - questions must be directed through the chairman

None

#### PR/17/15

##### Minutes: To consider and approve the minutes of the Properties Committee meeting held on 15 January 2015

**Resolved:** That the minutes are a true and accurate record and that they should be signed by the Chairman

*11:08 Cllr L Deely arrived*

#### PR/18/15

##### Wharf Craft Units: Review of rent for units 1, 2 and 3 and discussion on leases

A discussion took place on the current rental and the recent valuations. The Acting Clerk updated the committee with advice from the Council's solicitor to say that the leases could be extended to 5 years with a break clause at 3 so as not to disadvantage the current tenants on a 3 year lease. This will result in a saving on legal fees incurred by the Council.

**Recommended:** That the existing tenants are offered a 5 year lease with a 3 year break clause. It is recommended that the rent is increased by 2% for 2015/16 and upwards only at the same rate as RPI for the following years.

#### PR/19/15

##### Tea Rooms: Update on survey report, valuations and to make a recommendation to the Council on future use

The Acting Clerk gave an update on the survey report in relation to the Tea Rooms explaining that information was still outstanding on the drains. The largest area for concern was a small amount of damp ingress at the rear of the building that needs sealing. This will be done as soon as possible by the outdoor staff. The committee was then updated with the income estimates from Underwood Wright who felt that as a tea room the Council could achieve £10,000 per annum potentially more going to tender, as a single craft unit £9,000 per annum and as 2 separate craft units £10,000 combined. The committee discussed the options at length.

**Recommended:** That the tea rooms remain as 1 unit and that Underwood Wright carry out a tender process requesting interested parties to submit an offer and proposal with no exclusions on the potential use.

**PR/20/15**

**Pitch and Putt: Consideration of uses for the Pitch and Putt building and lawns prior to the new build commencing**

The committee was informed on the current situation with regards to planning permission for the new Pitch and Putt pavilion. The Council have also been approached by a resident interested in running the Pitch and Putt for the summer. This could not only provide income for the Council but would also ensure that the Pitch and Putt greens are maintained. A concern was raised that solicitors costs could outweigh any benefits as this would be a short lease.

**Recommended: That a licence for the Pitch and Putt building and greens are advertised in the same manner as the Stratton Grass Keep. The license should run until the end of September and the tenant would be responsible for all bills and rates.**

**PR/21/15**

**The Castle Conservatory: Consideration of estimates relating to the café kitchen**

This item is deferred to the next meeting.

The Chairman closed the meeting at 12:00pm

Signed.....Dated.....