

MINUTES OF THE EXTRAORDINARY PROPERTIES COMMITTEE MEETING HELD ON THURSDAY
22ND SEPTEMBER 2016

Present: Cllrs: H Partridge, A Biggs, J Bryson, P Moores, F Partridge, N Tucker

Miss D James – Town Clerk
Mrs T Gliddon - Committee Administrator
Mr T Blatchford – Facilities Manager

PR/143/16 **To receive and accept apologies for absence**

Cllr L Deely

PR/144/16 **To receive registered and non-registered disclosable pecuniary interests and non-registrable interests**

None

PR/145/16 **Dispensations: to consider requests for dispensations**

None

PR/146/16 **Minutes: To consider and approve the minutes of the Properties Committee meeting held on 8th September 2016**

Resolved: that the minutes were a true and accurate record of the meeting and signed by the Chairman

PR/147/16 **Maximum 15 minutes for public present to put questions or make observations concerning the business of the Properties Committee – questions must be directed through the chairman**

None

PR/148/16 **To receive and consider quotes for the replacement of windows and skylights at the Lockgate Tearooms and agree any associated actions and expenditure**

The Facilities Manager updated the committee on the new quotes received.

Resolved: to accept quote A (part 1) for the renewal of Hardwood window - £1176
to accept quote B (part 1) for the renewal of 2 skylights - £990

PR/149/16 **Alarms: - To consider the appointment of an external company for the provision of Out of Hours call outs and any associated actions and expenditure for:**

- i) The Castle
- ii) The Parkhouse Centre and Conference Room

The Clerk reported to the committee the present position regarding alarm call outs at Council Properties. The Facilities Manager distributed a quote obtained from a private security company to the committee. Discussion took place

Recommended to full Council that the proposal to employ a private security company be accepted. The Facilities Manager be asked to seek more information with regard to response times and also to include the Kings Hill works unit within any quotes.

PR/150/16 **Public Bodies (Admission to Meetings) Act 1960 SI (2) & SI (6) – To consider passing the following resolution: ‘That in relation to the remaining items on the agenda, publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and the press and public are instructed to withdraw’. The following items are confidential and the meeting will proceed ‘in closed session’**