

BRAUNTON PARISH COUNCIL



Minutes of the Property Committee meeting held in the Council Chamber at 2:00pm on Wednesday 3 July 2024

<u>Present</u>	Cllrs: M Shapland, V Cann, E Spear, R Byrom, T Kirby and L Childs
<u>In Attendance</u>	Tracey Lovell (Parish Clerk) Angela Corner (Senior Council Officer) Cllr D Spear Cllr R Shapland
PR/1/2024/25	<u>Elect Chair</u> Cllr R Byrom was nominated. RESOLVED: That Cllr R Byrom be elected Chair of the Property Committee for the Municipal Year 2024/25. Cllr R Byrom thanked the outgoing Chairman Cllr Ray Shapland for the work he had done with the committee last year,
PR/2/2024/25	<u>Receive Apologies and reasons for absence</u> Cllr M Cann due to a prior engagement
PR/3/2024/25	<u>Declarations of Interest</u> There were none.
PR/4/2024/25	<u>Minutes</u> The committee noted that the Minutes of the Property Committee meeting held on 30 April 2024 had previously been approved and ratified by Full Council. The Minutes were approved as a correct record and signed by the Chairman. (NC)
PR/5/2024/25	<u>Pavilion WC</u> The Clerk reported that one of the doors to the WCs at the Pavilion had been kicked in and damaged. It has been reported to the Police and a crime reference number obtained. She advised that the Council staff hoped to be able to temporarily repair the door until a replacement door can be fitted. RESOLVED: That the Committee recommends to full Council that: i) Clerk to obtain quotes to carry out work ii) Clerk to submit an insurance claim (NC)

PR/6/2024/25	<u>Bus Shelters</u>	<p>The Senior Council Officer explained to the Committee that the contractor, Fernbank, were unwilling to commit to any further replacement of bus shelters as there was a short term remaining on its contract.</p> <p>RESOLVED: That the Committee recommends to full Council for the Clerk to negotiate extension of the contract for an additional 16 years to October 2048 on condition that:</p> <ul style="list-style-type: none"> i) the bus shelters at Georgeham Cross are replaced within the next 3-6 months with new sedum roof shelters. ii) the Council request a maintenance schedule to ensure all shelters are regularly maintained. iii) to also enquire as to the average lifespan of a shelter.
		(NC)
PR/7/2024/25	<u>Dog Waste Bins</u>	<p>RESOLVED: That the Committee recommends to full Council to accept the quote of £562.50 from Glasdon to replace 2 dog waste bins on the Tarka Trail outside Wensley's newsagents and at Saunton Park near Pixie Dell stores.</p>
		(NC)
PR/8/2024/25	<u>Litter Bins</u>	<p>RESOLVED: That the Committee recommends to full Council to agree in principle to replacing the bin at Velator Quay at a cost of £674.95 following discussion with the Small Boat and Angling Association.</p>
		(NC)
PR/9/2024/25	<u>Memorial Seats</u>	<p>i) Members considered a request for a memorial seat on the Tarka Trail in the shaded area next to the Countryside Centre.</p>
		<p>RESOLVED: That the Committee recommends to full Council that it accepts this request as the wood is FSC, sustainable teak, will age naturally and the Council currently has no policy in place.</p>
		<p>ii) Members considered the draft Memorial Seat policy and</p>
		<p>RESOLVED: That the Committee recommends to full Council to</p>
		<p>a) agree to the draft Memorial Seat Policy in principle with the addition of 'sustainable' materials and take to the next full Council in August.</p>
		<p>b) further research suitable recycled plastic seating which is easy to maintain and bring back suggestions to the next meeting in October.</p>
		(NC)
PR/10/2024/25	<u>Parish Hall Floor</u>	<p>Members considered a quote for the Parish Hall floor and asked for this to be included in the budget for 2025/26.</p>
		(NC)
PR/11/2023/24	<u>Risk</u>	<p>At the previous meeting it was agreed that</p>

Assessments

Councillors would assist with carrying out risk assessments of the Parish Council's property. This would provide members with an opportunity to familiarise themselves with Parish owned property and would help the office staff to ensure that all property is regularly inspected and made safe if necessary.

RESOLVED:

- i) That the Clerk to invite Councillors from outside of the committees to volunteer to undertake risk assessments of Parish owned property.
- ii) Update schedule of volunteers and attach as Appendix A.
- iii) Send out a blank Risk Assessment form to volunteers.

(NC)

Meeting Closed at 3.00pm

Signed by the Chair:

Date: