

Gainsborough Town Council



Minutes of the Property & Services Committee Meeting

8 November 2022

held in the Reading Room, Richmond House, Richmond Park, Morton Terrace, Gainsborough

Councillors Present

	Paul Key	
Dennis Dannatt		James Plastow (Vice-Chairman)
Tim Davies (Chairman)		

Councillors Absent

Matt Boles		Pat O'Connor
	Chris Lambie	
	Julie Musonda	Baptiste Velan

In attendance:

Belina Boyer- Town Clerk (TC)	Rachel Allbones (DC & RFO)	Stephen Coulman (OM)
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Also present: 1 Member of the public

Agenda no	Agenda item title	Resolution	Action	Power
PS23/104	To note apologies for absence.	Apologies had been received for Cllrs Lambie and O'Connor.	N/A	<i>Local Government Act 1972, s85 (1) & Sch 12, p40.</i>
PS23/105	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	None received.	N/A	<i>Localism Act 2011, s31.</i>

Initialled:

Agenda no	Agenda item title	Resolution	Action	Power
PS23/106	To consider any dispensation requests received by the Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.	There were none.	N/A	<i>Localism Act 2011, s33.</i>
PS23/107	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.	The Committee resolved to exclude the public and press from item PS23/111.	N/A	<i>Public Bodies (Admissions to Meetings) Act 1960 1 (2)</i>
PS23/108	To receive the minutes of the previous Property and Services Committee meeting(s) and resolve to sign these as a true record of the meeting(s). Paper A – Property and Services Tuesday 11 October 2022.	The Committee resolved to sign the minutes of the Property and Services Committee Meeting of Tuesday 11 October 2022 as a true record of that meeting.	ASO to Publish	<i>Local Government Act 1972, Sch 12, p41 (1).</i>
PS23/109	To receive and note the Town Clerk’s report (for information only) Paper B	Cllr Key raised concerns regarding the temporary closure of the Richmond Park toilets due to vandalism. The Committee noted the report.	N/A	
<i>The Chairman allowed a member of the public speak who had attended to speak about Armed Forces Day 2023.</i>				
Allotments				

Initialled:

Agenda no	Agenda item title	Resolution	Action	Power
PS23/110	To consider a garage application. Paper C	<p>Cllr Key declared a non-pecuniary interest as a neighbour of the applicant.</p> <p>Cllr Plastow declared a non-pecuniary interest as a family member lives in the vicinity.</p> <p>The Committee resolved to allow the applicant to occupy the garage on a short-term basis whilst the council considers its various options.</p> <p>Cllr Key abstained from voting.</p>	DC to issue Licence to Occupy.	
PS23/111	To consider the asbestos report and consider what further action to take at the various allotment sites. Paper D Exclusion of public and press recommended.	<p>The Committee resolved to seek quotations to fill in the pond at Love Lane in line with the Council's decision from 2021 and to look at ways to remove and rehome any fish.</p> <p>The Operations Manager advised he would inspect sample no. HF001110 at Foxby Hill and make contact with the contractor who carried out the report and make priority to remove.</p>	<p>OM to seek quotations to fill in the pond at Love Lane.</p> <p>OM to inspect sample no. HF001110 at Foxby Hill and contact SGS Ltd.</p>	
Cemeteries				
PS23/112	To consider installing Commonwealth War Graves Commission signage at both cemeteries.	The Committee resolved to pursue the installation of Commonwealth War Graves Commission signage at both cemeteries.	DC to purchase signage.	<i>Local Authorities Cemeteries Order 1977 SI1977/204 art. 3 + art 15(1)</i>

Agenda no	Agenda item title	Resolution	Action	Power
	Paper E			
PS23/113	To note communication received from Friends of Gainsborough Cemeteries. Paper F	The Committee resolved to work with and support the Friends of Gainsborough Cemeteries and Chapel to restore and preserve the General Cemetery chapel.	TC to arrange a meeting/site visit with Friends of Gainsborough Cemeteries and Chapel.	
Parks				
PS23/114	To consider vehicular gate access to Levellings. (Cllr Key) parking. Paper G	The Committee noted the Deputy Clerk had already sent an email to the site users regarding securing the gate when open/closed. The Operations Manager will make a site visit with Cllr Key to look if the Council can mitigate the risk.	OM to arrange a site visit with Cllr Key.	<i>Localism Act 2011 1-8</i>
Other Services				
PS23/116	To consider entering into a parish verge cutting agreement with Lincolnshire County Council. Paper H	The Committee resolved to enter the parish agreement, finalise the tender details at a later meeting once more information is available and continue to establish ownership of additional areas.	TC to inform LCC of our decision to continue the parish agreement. TC to continue attempts to establish land ownership and maintenance responsibilities.	<i>Localism Act 2011 1-8</i>
Other				

Initialled:

Agenda no	Agenda item title	Resolution	Action	Power
PS23/117	<p>2023 / 2024 Budget Committee to consider budget requirements for 2023/24. The following specific budgetary areas are considered as part of the Committee's remit:</p> <ul style="list-style-type: none"> • Grounds Maintenance • Richmond House & Park • Sports Grounds • Cemetery • Play Areas • Allotments • Public Realm • Events • Christmas Lights <p>Paper I</p>	<p>The Committee resolved to include within the draft budget: -</p> <ul style="list-style-type: none"> • Richmond House & Park £3,000 for the outdoor toilets. • Cemetery £6,000 for chapel maintenance • Allotments £ for asbestos removal • Events £ for the pond infill • Events £5,000 for the Kings Coronation (in addition to the £5,000 in EMR) • Christmas Lights £2,500 for Armed Forces Day • Christmas Lights £ for electrical testing and potential reuse of old lights. 	<p>OM to obtain quotes for asbestos removal and pond infill as well as electrical testing of existing lights to inform a reasonable budget provision for these projects.</p>	
PS23/118	To receive any items for notification to be included on a future agenda – for information only.	2023/24 Budget	TC to add to next agenda.	N/A
PS23/119	To note the date and time of the next Property and Services committee scheduled 13 December 2022 at 19.00	The committee noted the date and time of the next Property and Services committee scheduled 13 December 2022 at 19.00 at Richmond House.		<i>Local Government Act 1972, Sch 12, p10 (2)(a)</i>

The meeting closed at 20.57.

Signed as a true record of the Meeting: _____ Dated _____
Presiding chairman of approving meeting

Initialled: