

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

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PROPERTY AND SERVICES COMMITTEE MINUTES

Minutes of the Property and Services Committee meeting held on **Tuesday 16 January 2024** at **7:00pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor James Plastow (Chairman)

Councillor Nigel Bowler
Councillor Harry Warriner

Councillor Dennis Dannatt

In Attendance:

Rachel Allbones

Stephen Coulman

Amanda Clarke

Interim Town Clerk

Operations Manager

Allotments Officer

Also Present:

Councillor Stuart Morley

PS24/133 Apologies for Absence

Apologies for absence were received from Councillors R Craig, C Davies, P Key, K Panter and J Ward.

PS24/134 Public Participation Period

No public in attendance.

PS24/135 Declarations of Interest

Councillor Bowler declared a personal interest as a Trustee of Greener Gainsborough.

PS24/136 Dispensation Requests

No dispensation requests were received.

PS24/137 Items for Exclusion of Public and Press

RESOLVED: to exclude the public and press from item PS24/141 & PS24/144 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

PS24/138 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Property and Services Committee meeting held on Tuesday 12 December 2023 be approved as a true and accurate record and signed by the Chairman.

Initialled:

Property and Services Committee minutes 2023-24

Note: Councillor Warriner abstained from voting on the above resolution.

PS24/139 Matters Arising Schedule (Paper B)

RESOLVED: that the current position of previously agreed actions be **NOTED**.

PS24/140 Allotment Policy & Tenancy Agreement Review (Paper C)

RESOLVED: to amend point 10.1 of the Allotment Tenancy Agreement as directed by the legal Advisor from the Allotment Society to read “The Tenant must immediately inform the Council of any change of name, address, email address or telephone number.”

PS24/141 Love Lane Allotment Pond (Paper D)

RESOLVED: to approve the Operations Manager and Allotments Officer in communication with the Chair of the Committee to accept a quotation for the Hydrographical Survey and Ecological Survey and to instruct the works once the updated quotations have been received.

PS24/142 General Cemetery Chapel Condition Survey (Paper E)

RESOLVED: to obtain quotes for all outstanding priorities A (urgent requiring immediate action) and B (requires attention within 12 months) and report back.

RESOLVED: to produce an outreach survey to try and ascertain who would / could use the chapel going forward and for what use, and report back.

PS24/143 Sandfield Lane North Play Area (Paper F)

RESOLVED: to NOTE the update that all equipment apart from a litter bin had been removed from site presumed by Thonock and Somerby Estates but they are yet to confirm.

PS24/144 Levellings Dog Walk Footpath

RESOLVED: to NOTE the update from the Operations Manager and indicative quote and organise a site meeting for 10:15am on Friday 9th February and invite all GTC Cllrs, WLDC ward Cllrs and Officers.

PS24/145 Parish Agreement Grass Verge Cutting 2024 – 2025

RESOLVED: to NOTE the update from the Operations Manager and await correspondence from LCC.

PS24/146 Christmas Lights Festival 2024 (Paper G)

RESOLVED:

- 1) To agree the date for the Christmas Lights Festival 2024, that being the weekend of Friday 15 November 2024.
- 2) To agree to support the Christmas Lights Festival with a £5,000 contribution as budgeted subject to the Town Council being involved in the planning of the event.
- 3) That Councillor Dannatt attend the meeting at WLDC on 22 January in place of Councillor Key.

PS24/147 Items for Notification

RESOLVED: to **NOTE** the items for notification to be included on a future agendas:

- Levellings Dog Walk Footpath
- Parish Agreement Grass Cutting 2024 – 2025
- Cemetery Chapel
- General Cemetery extension
- Richmond House conservatory replacement
- Play Area RoSPA Safety Inspection Reports, remedial update
- Richmond House Fire Risk Assessment review

PS24/148 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Property and Services committee is scheduled for Tuesday 13 February 2024 at 7:00pm at Richmond House, Morton Terrace.

The meeting closed at 8:16pm

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