

Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace

Gainsborough, Lincolnshire, DN21 2RJ

Tel: 01427 811573

Website: gainsborough-tc.gov.uk



PROPERTY AND SERVICES COMMITTEE AGENDA

To: Committee members:

Councillor Sheila Bibb

Councillor Dennis Dannatt

Councillor Paul Hooton

Councillor Stuart Morley

Councillor Kenneth Woolley

Councillor Mark Binns (sub)

Councillor Richard Craig

Councillor Caz Davies

Councillor Paul Key

Councillor James Plastow

Councillor James Ward (sub)

Notice is hereby given that a meeting of the **Property and Services Committee** which will be held on **Wednesday 12 March 2025** commencing at **6:30pm** in the meeting room, **Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ** and your attendance at such meeting is hereby requested to transact the following business.

AGENDA

PS25/140 Apologies for Absence

To note apologies for absence.

PS25/141 Public Participation Period

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. A period of up to 15 minutes is permitted for public participation. Participants are restricted to 3 minutes each. Please see the [Council's Public Participation at Meetings Policy](#) and [Standing Orders](#) 3.6 – 3.9 for details.

PS25/142 Declarations of Interest

To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.

PS25/143 Dispensation Requests

To consider any dispensation requests received by the Town Clerk in relation to personal and/or disclosable pecuniary interests, not previously recorded.

PS25/144 Items for Exclusion of Public and Press

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.

PS25/145 Minutes of the Previous Meeting

To receive the minutes of the previous Property and Services Committee meeting and resolve to sign these as a true and accurate record.

Paper A Tuesday 11 February 2025 (pages 3 to 6)

PS25/146 Marshalls Shutters

To consider quotation received the repair the roller shutters.

Exclusion of public and press recommended due to time sensitive commercial sensitivity.

Paper B (pages 7 to 9)

PS25/147 Items for Notification

To receive any items for notification to be included on a future agenda (for information only)

- i. Matters Arising Schedule – April
- ii. Love Lane Allotment Dyke / Drainage - April
- iii. Fire Risk Assessment review of progress (Richmond House) – April
- iv. Fire Risk Assessment review of progress (Marshalls) - April
- v. Pride Event review of event plan – April
- vi. Marshalls Boiler
- vii. Volunteer Recognition
- viii. Richmond House Conservatory Replacement
- ix. General Cemetery Extension
- x. General Cemetery potential carpark area
- xi. General Cemetery Chapel

PS25/148 Time and Date of Next Meeting

To note the date and time of the next Property and Services Committee meeting is scheduled for Tuesday 8 April 2025 at 6:30pm.

Rachel Allbones
Town Clerk & RFO
Richmond House
Gainsborough

Friday, 07 March 2025

PAPER A

Gainsborough Town Council

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DRAFT PROPERTY AND SERVICES COMMITTEE MINUTES

Minutes of the Property and Services Committee meeting held on **Tuesday 11 February 2025** at **6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ.

Councillors Present: Councillor Dennis Dannatt (Chair)
 Councillor Mark Binns (sub) Councillor Caz Davies
 Councillor Paul Key Councillor James Ward (sub)

In Attendance:
 Rachel Allbones Town Clerk
 Sean Alcock Operations Manager
 Amanda Clarke Communities Officer

PS25/128 Apologies for Absence

Apologies for absence were received from Councillors R Craig, P Hooton, S Morley, J Plastow, K Woolley.

PS25/129 Public Participation Period

No public in attendance.

PS25/130 Declarations of Interest

Councillor Davies declared a personal interest in agenda item PS25/110 as she knows the applicant who wishes to move the bus shelter.

PS25/131 Dispensation Requests

No dispensation requests were received.

PS24/132 Items for Exclusion of Public and Press

RESOLVED: to exclude the public and press from items PS25/136 in accordance with the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the confidential nature of the business to be discussed.

PS25/133 Minutes of the Previous Meeting (Paper A)

RESOLVED: that the minutes of the Property and Services Committee meeting held on Tuesday 14 January 2025 be approved as a as a true and accurate record and signed by the Chair.

Note: Councillors Dannatt, Key and Ward abstained from voting on the above resolution.

PS25/134 Love Lane Allotment Dyke / Drainage (Paper B)

RESOLVED: to purchase additional rods to complete the resolution from PS25/106.

PS25/135 Fire Risk Assessment (Papers C & D)

Members **NOTED** the Fire Risk Assessment Report for Marshalls Sports Ground Main and Bowls pavilions. A review of progress of matters that require attention to taken place in 2 months' time.

PS25/136 Tree Management and Hedge Reduction (Paper E)

RESOLVED:

- i. That the Committee appoint Foxstone Forestry to undertake the tree management works as quoted in 3i, 3iii and 3iv of the report.
 - T458 – Italian Alder – General Cemetery – Fell - £250.00+vat
 - Horse Chestnut Trees – North Warren Cemetery – Re-pollard - £1,800.00+vat
 - T217 - Horse Chestnut - North Warren Cemetery – Fell - £1,800+vat *If a crane is required, an additional £1,600.00+ VAT will be attached. I'm hoping this won't be the case. Looking at the tree, as long as we can have access through the dentist surgery, we might be able to lower off a neighbouring tree*
- ii. That the Committee appoint B&B Tree Services to undertake the tree management works as quoted in 3ii, 3v, 3vi and 3vii of the report.
 - Conifer Hedge – General Cemetery – Reduce to 8ft - £1,050.00+vat
 - T11 – Ash – Richmond Park – Re-pollard/Remove Ivy - £550.00+vat
 - Approximately 90m of conifer hedge – Richmond Park – Reduce to 8ft - £1,200.00+vat
- iii. That a 10% discretion be afforded to the Operations Manager to allow for any price fluctuations or unforeseen works.

PS25/137 VE Day Event

RESOLVED: to work collaboratively with Gainsborough Trinity Foundation to look at holding a VE Day event at Roses Sport Ground, once establishing the responsibility and liability of the event and authorise to use the Armed Forces Day budget held in Ear Marked Reserves.

PS25/138 Items for Notification

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

- i. Fire Risk Assessment review of progress (Richmond House) – April
- ii. Pride Event review of event plan – April
- iii. Fire Risk Assessment review of progress (Marshalls) - April
- iv. Marshalls Boiler
- v. Volunteer Recognition
- vi. Richmond House Conservatory Replacement
- vii. General Cemetery Extension
- viii. General Cemetery potential carpark area

Initialled:

ix. General Cemetery Chapel

PS25/139 Time and Date of Next Meeting

RESOLVED: to **NOTE** the date and time of the next Property and Services Committee is scheduled for Tuesday 11 March 2025 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 7:25pm.

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

DRAFT

PAPER B