Gainsborough Town Council

Richmond House, Richmond Park, Morton Terrace
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DRAFT PROPERTY AND SERVICES COMMITTEE MINUTES

Minutes of the Property and Services Committee held on **Tuesday 14 July 2026** at **6:30pm** in the meeting room, Richmond House, Richmond Park, Morton Terrace, Gainsborough, DN21 2RJ

Councillors Present: Councillor Dennis Dannatt (Chair)

Councillor Nicholas Coxon
Councillor Richard Craig
Councillor Paul Key
Councillor James Plastow
Councillor Richard Thompson

In Attendance:

Rachel Allbones	Town Clerk
Sean Alcock	Operations Manager

PS27/035 Apologies for Absence

Apologies were received from Councillor Bibb.

PS27/036 Declarations of Interest

No declarations of interest were received.

PS27/037 Dispensation Requests

No dispensation requests were received.

PS27/038 Items for Exclusion of Public and Press

RESOLVED: To exclude the public and press from items PS27/043 and PS27/044 in accordance with Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, due to the confidential nature of the business to be discussed.

PS27/039 Minutes of the Previous Meeting (Paper A)

RESOLVED: That the minutes of the Property and Services Committee meeting held on Tuesday 9 June 2026 be approved as a true and accurate record and signed by the Chair.

Note: Councillors Craig, Dannatt and Plastow abstained from voting on the above resolution.

PS27/040 Tree Safety Survey (Paper B)

RESOLVED: To

i. Note the completion of the May 2026 Tree Safety Survey;
ii. Note the prioritised schedule of tree works contained within Appendix B;
iii. Note that Level 3 Tomogram Surveys have been commissioned for five trees identified as requiring further investigation; and
iv. Note that a further report, including the findings of the Tomogram Surveys and quotations for any recommended works, will be presented to the Committee for consideration.

PS27/041 Armed Forces Day Event Application (Paper C)

RESOLVED: To approve the application in principle from Gainsborough AFVBC to hold an Armed Forces Day on Levellings Playing Field on 19 June 2027 subject to the following being received:

i. provision of a final event plan, including layout plan;
ii. proof of PLI;
iii. proof of TEN;
iv. proof of PPL/PRS licence;
v. provision RAMS;
vi. evidence of consultation with the Safety Advisory Group;
vii. own public toilets to be provided;
viii. vehicles to provide drip trays for rear end and axles;
ix. no fee to be levied for 2027 event.

PS27/042 Ferris Zero Turn Mower 48" (Paper D)

RESOLVED: To await confirmation as to whether the Council can claim on its insurance to repair the damage. Should this not be possible, officers are to investigate the availability of second-hand mowers and report back to the Committee.

PS27/043 Love Lane Allotment Access Road (Paper E)

RESOLVED: To approve expenditure for maintenance works to the Love Lane Allotment and parking space access road by Hemswell Surfacing Ltd at a cost of £4,888 + VAT from Footpath/Road Maintenance budget.

PS27/044 Love Lane Allotment Garage Demolition (Paper F)

RESOLVED: To approve expenditure for the demolition and removal of four garages at the Love Lane Allotment Site by Gainsborough Building Services Ltd at a cost of £6,840.00 + VAT from Allotments - Love Lane Garage Site and Allotments – All Sites – Misc budgets subject to receipt of the relevant waste carrier and waste disposal licences.

PS27/045 Items for Notification

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

i. Richmond House & Park Condition Report
ii. Richmond Park Outbuilding Repair Quotes
iii. General Cemetery Chapel
iv. Fire Risk Assessment Remedials - Marshalls Main Pavilion
v. Fire Risk Assessment Remedials - Marshalls Bowls Pavilion
vi. Volunteer Recognition

PS27/046 Time and Date of Next Meeting

RESOLVED: To note the next Property and Services Committee meeting is scheduled for Tuesday 8 September 2026 at 6:30pm at Richmond House, Morton Terrace.

The meeting closed at 7:20pm.

Signed as a true record of the Meeting: _____ Dated_____
Presiding Chair of approving meeting

DRAFT