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Property Committee Minutes

For the meeting held in the Moot Hall

Monday 14th October 2024 at 8.01pm

Present:		**Also in attendance:**	
Cllr Anderton (Chair)	Cllr Davidson	Cllr Chalmers	Cllr Hilsden
Cllr Connell	Cllr Kemp	Cllr Heap	Cllr Railton
Cllr Curley	Cllr Rooke	Town Clerk and Clerk's Assistant	

PR1/10/24 Apologies for Absence

Apologies received from Cllr Potts.

PR2/10/24 Declarations of Interest

There were no declarations of interest received.

PR3/10/24 Actions from the Previous Minutes

There were no actions from previous minutes.

PR4/10/24 Chairman's Report

There was no Chair's report in respect of this meeting.

PR5/10/24 Public Hall Update

The Clerk reported that the Electrical Installation Inspection is due to be booked in for the hall. The electrician has advised that it will probably take a whole week and indicated that there may be a significant number of recommendations made as a result of the inspection.

Bookings for the hall are looking good, with three new regular bookings confirmed for the Supper Room – an art group on Wednesday, an exercise group on Thursday and a wellbeing warm space on Friday. There are also a few parties booked in the main hall over the winter months.

The relief caretaker has handed in his notice and the Council is advertising for a relief caretaker who will cover weekends and provide holiday cover for the Caretaker.

The Clerk endeavoured to get another quote for the roof works but was unsuccessful. Two quotes have been received from local companies. Cllr Anderton emphasised how important it is to get the roof sorted as soon as possible and in this financial year. No internal work or redecorating can be done in the hall until the building is made watertight. Cllr Railton suggested a 5% retainer was put on the work to ensure the contractor will come back if there are any issues within the first six months.

Action: After a lengthy discussion, it was agreed the Clerk would ask both contractors for their Risk Assessments and Method Statements in respect of the work and rediscuss when these are received. It was also agreed that an evaluation process needed to be established to assess future tenders for major work and Cllr Chalmers agreed to work with the Clerk on this.

PR6/10/24 Registering of Council owned properties

Solicitors have been looking into the registration of all Council owned properties with the Land Registry. Deeds have been retrieved from the archives at Kendal, but some of these documents are very old and almost illegible.

Action: Cllr Curley advised that for ones that weren't straight forward, it would be more cost effective to demonstrate ownership through a Statement of Truth, rather than ask the solicitor to attempt to decipher old deeds. The Clerk will forward the information received from the solicitor to Cllr Curley to review and report back.

PR7/10/24 Councillors' reports and items for future agendas

There were no items for future agendas.

PR8/10/24 Next Meeting

To note that the next meeting of the Property Committee will be on **Monday 11th November 2024** at **7.45pm**, or at the rising of the Finance Committee in the Moot Hall.

There being no further business, the meeting closed at 8.45pm.

At the Council Meeting held on **Wednesday 23rd October 2024**, the Chairman of this meeting was authorised by the Council to sign these minutes, to confirm they are a true and accurate record:

Cllr Anderton