

BROMYARD & WINSLOW TOWN COUNCIL



PROPERTIES COMMITTEE

**Minutes of a meeting held on
Monday 14th November 2022 at 7pm**
in the Council Chamber, Council Offices,
Rowberry Street, Bromyard.
Minutes

PR22/27a-PR22/36

Members Present: Law (Chairman), Quantrill (VC), Dunne-Thomas, Robinson, Franklin
Officers Present: Deborah Berry (Properties Officer)
In attendance: Cllr C Davies

- PR22/27a Apologies** *Local Government Act 1972 S85 (1)*
Due to a duplicate numbering in the agenda, it was resolved to label this item PR22/27a
No apologies received.
- PR22/28 Declarations of Interest and written requests for dispensation** *Local Authorities (Model Code of Conduct) Order 2007 SI No. 1159*
Cllr L Law declared interests in the following agenda items:
PR22/34 – Other Registrable interest as a tenant of the Old Vicarage.
- PR22/29 Minutes** *Local Government Act 1972 Sch 12 para 41(1)*
The Minutes of the Properties Committee meeting held on Monday 17th October 2022 were confirmed as a correct record and signed by the Chairman.
- PR22/30 Exclusion of members of the Public and Press** *LGA 1972 ss 101, 102*
No items were identified as requiring exclusion.
- PR22/31 Electric Vehicle Charging**
Members met with a representative from Swarco to find out more information about the proposal for upgraded chargers in the Tenbury Rd car park. There is no cost to the council for these upgraded chargers, all capital expenditure and ongoing costs will be met by Swarco.
IT WAS RESOLVED to move forward with the initial Heads of Terms to allow Swarco to carry out site investigations and prepare a formal quotation.
- PR22/32 Properties & Maintenance Report**
The Properties Officer's report, copies having been circulated, was noted.
- PR22/33 Car Park Cash Machines**
Members considered a proposal for collecting and banking the cash from the car park cash machines by the Town Council's parking enforcement contractor Corporate Parking. Due to the closure of the local Lloyds Bank branch, officers now have to pay in the cash at the post office, however, due to the maximum

limit on cash deposits, it takes an average of three trips to the Post Office compared to one at the bank.

Members compared the cost of the service provided by Corporate Parking against the time costs for staff and acknowledged that the proposal would remove the risk associated with carrying cash.

IT WAS RESOLVED to approve the proposed service from Corporate Parking Management to attend both sites to empty the machines, perform a health check and deposit monies for a fee of 7.5% of the cash collected.

PR22/34 Old Vicarage Refurbishment

With the approval of the Committee, Cllr Law remained in the room for this item and abstained from voting.

The Properties Officer reported that following approval of the original quotation in October (C22/141.3.2. refers) the contractor had advised that due to an increase in material costs and with the addition of accessibility rails for the ground floor toilet, the overall costs for refurbishment works to the toilets on all three floors and the kitchen on the first floor, would increase by £1,932.44.

IT WAS RESOLVED to approve the extra cost of £1,932.44 for refurbishment works in the Old Vicarage.

PR22/35 Health & Safety Report

Cllr Law and the Properties Officer gave a verbal report on Health & Safety matters. The structural engineer is due to attend to inspect the fire escapes.

PR22/36 Correspondence

No correspondence received for this meeting.

CHAIRMAN DATE