



**MINUTES OF THE MEETING OF THE PROPERTIES COMMITTEE
HELD IN AYLSHAM TOWN HALL
ON MONDAY 11 OCTOBER 2021 10.30am**

PRESENT: Mr D Curtis Mrs E Springall
Mrs A Overton

OFFICER: Mrs S Lake, Aylsham Town Clerk

In the absence of Trevor Bennet David Curtis was proposed and agreed as chairman

1. APOLOGIES FOR ABSENCE

Apologies were received from Trevor Bennett and Mary Evans.

2. MEMBERS DECLARATIONS OF INTEREST & DISPENSATIONS

None made.

3. MINUTES OF THE LAST MEETING

The minutes of the meeting held on the 14th June 2021 were confirmed and **AGREED** and signed by the chairman

4. ADJOURNMENT OF THE MEETING

In the absence of any member of the public, the meeting continued without adjournment.

5. RE-CONVENE THE MEETING

This item was not required.

6 INFORMATION ON MATTERS ARISING

The Town Council agreed that the Paupers Graveyard fits better under the Churchyard Committee so will no longer be discussed at Properties Meetings

7. AYLSHAM TOWN HALL

a) To receive an update on improvement works

The Green Room has now been painted and new flooring laid and blinds installed.

b) To receive an update on further works in hand

The only outstanding item is the replacement of the fabric display and replacement with a mirror. A resident had agreed to take a suitable picture of the Town Hall but this has not been received yet.

c) To discuss any future work

The main entrance doors and the door to the office are looking a little run down and consideration for re-painting these in the autumn or spring. The gap between the doors was questioned and the clerk explained this was because the doors open both inwards and outwards.

The other major expense will be linked to the boiler and windows. This could be something the new climate group look into and research what could be available and whether any grants are available.

8. DRILL HALL

a) To discuss any future work

The Boxing Club have requested new concrete for immediately outside the gym. This is now breaking up and causing a safety concern. It was **AGREED** to obtain quotes.

The Town Clerk had met with an engineer regarding the ventilation and is waiting for his report.

9. PUBLIC TOILETS

The refurbishment has now been completed and the toilets are working fine. There has recently been some low level vandalism in the toilets. This normally occurs in the late afternoon so could be the work of older children. This will be monitored and if necessary the clerk will contact the school.

10. 23 & 25 MARKET PLACE

No issues with 23 Market Place.

With regard to the tenants at 25 Market Place wishing to buy the freehold the clerk is trying to ascertain why this option was not followed initially. There is nothing to find in the minutes so will try and contact councillors who were involved at the time.

Linked with this is 'Stephens Shed'. This is on land owned by the Co-op so need to look at a possible lease before upgrading it in any way.

11. CEMETERY COTTAGE

New tenants are in place. The garden seems a little unkempt and the clerk will contact the agents regarding this.

12. RED TELEPHONE BOX

Work on this has been delayed due to the time needed at the Paupers Grave. This will become the priority project for the Facilities Team for the autumn.

13. OPEN SPACES and PLAY AREAS

The 2021 reports had been received and these showed very few issues. Most related to the gaps appearing in the safety surfaces and these will be filled after half term.

The new gym equipment had been installed.

14. OTHER PROPERTIES

Nothing of note.

15. ITEMS FOR INFORMATION/NEXT AGENDA

None raised.

16. DATE OF NEXT MEETING

The next meeting will be in February 2022.

CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 11.45am