



**MINUTES OF THE MEETING OF THE PROPERTIES COMMITTEE
HELD IN AYLSHAM TOWN HALL
ON MONDAY 20 FEBRUARY 2023 10.00am**

PRESENT: Mr T Bennett (Chair) Mrs A Overton
Mrs M Evans

OFFICER: Mrs S Lake, Aylsham Town Clerk

1. APOLOGIES FOR ABSENCE

Apologies were received from Mr D Curtis and Mr D Anderson

2. MEMBERS DECLARATIONS OF INTEREST & DISPENSATIONS

None made.

3. MINUTES OF THE LAST MEETING

The minutes of the meeting held on the 10th November 2022 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

Nothing raised

7. AYLSHAM TOWN HALL

a) To receive an update on repairs

The damage to the outside wall has been repaired and the insurance claim met.

b) To receive an update on entrance hall mirror

Samples have been agreed with Broadland Framers and hopefully the mirror should be in place by the end of the month.

c) To discuss noticeboards on outside of the Town Hall

The noticeboard at the Red Lion Street end of the Town Hall requires either refurbishment or replacement. The Town Clerk will look into the alternatives. Consideration will also be given to removing the other small boards.

d) To discuss seating on the Town Hall apron

This was discussed at the last meeting and picked up by the Town Council. Councillors felt the possibility of removable tables would be good for the town and some of the local businesses. Also, with the possibility of car parking charges coming in there is a danger of the area be used more extensively for parking.

e) To discuss any future work

It had been agreed at the last Town Council Meeting to engage a consultant to review the heating options for the Town Hall. The Town Clerk will also ask for options for the Council Chamber to be included. The initial visit is scheduled to take place on March 14th.

8. DRILL HALL

The heating consultant will also be reviewing the Drill Hall. The new doors on order.

9. PUBLIC TOILETS

Nothing to report

10. 23 & 25 MARKET PLACE

Nothing to report

11. CEMETERY COTTAGE

Nothing to report. The tenant has signed an extension to the agreement taking it to April 2024

12. RED TELEPHONE BOX

This is ready for installation of the equipment. This will be placed as a priority.

13. OPEN SPACES and PLAY AREAS

a) To note the latest play inspections

Copies of the 2022 summer inspections were circulated at the last meeting.

b) To receive details on repairs required

Gavin Watson is progressing through the repairs.

A new system of playground inspections will be put in place to make them easier to complete and read.

14. OTHER PROPERTIES

Nothing to report.

15. ITEMS FOR INFORMATION/NEXT AGENDA

The Town Clerk suggested that as the next meeting will be after the Town Council elections the committee should start looking at how future CIL money should be spent.

16. DATE OF NEXT MEETING

The next meeting will be in August 2023.

CLOSURE OF THE MEETING

There being no further business, the Chairman closed the meeting at 10.33am