



**AYLSHAM TOWN COUNCIL  
MINUTES OF THE MEETING OF THE PROPERTIES COMMITTEE  
HELD IN AYLSHAM DRILL HALL  
ON WEDNESDAY 11 MARCH 2020 10.00am**

**PRESENT:**                    Mr L Mills (Chairman)                    Mrs Overton  
                                     Mr D Curtis                                    Mrs V Shaw  
                                     Mrs Evans                                     Mrs E Springall  
                                     MR B Lancaster

**OFFICER:**                    Mrs S Lake, Aylsham Town Clerk

**1. APOLOGIES FOR ABSENCE**

All members present.

**2. MEMBERS DECLARATIONS OF INTEREST & DISPENSATIONS**

None made.

**3. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on the 2<sup>nd</sup> July 2019 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**

All items on the agenda.

**7. AYLSHAM TOWN HALL**

**a) To receive an update on Building Work**

Planning permission has been granted for the work to the Town Hall. As discussed at previous Town Council meetings the sliding doors cannot be upgraded (due to asbestos) but are to be replaced. Still waiting for a start date from the builder.

Tenants who use the cellar have been given notice to quit.

It was queried whether a survey was needed of the cellars. These are hard to access and it was confirmed that the rubble was placed there rather than having collapsed into the cellars.

**b) To receive an update on Sound/Audio Improvements**

This has now been installed and all comments have been positive. The only problem that has been encountered is with regard to the batteries in the microphones. These are left on by the users and at the end of the evening they complain the microphones do not work. To try and mitigate this rechargeable batteries are to be installed.

**c) To receive an update on wall cladding**

Two quotes had been received for re-cladding the wall. These were not like-for-like quotes as the contractors had suggested different methods of dealing with this. The cheaper solution was to place boarding over existing boarding. After a discussion it was **AGREED** that this was an ideal opportunity to look at the wall and make sure there were no obvious defects with the building.

It was **AGREED** that the clerk contact the two companies to try and get similar quotes and bring them back to the next meeting.

Once the cladding was completed it was felt that the whole hall would need decorating. The chairman would also like to see what the pictures would look like if placed lower on the walls. He felt that the height of them detracted from their size. This will be looked at when the work is being done.

**8. DRILL HALL**

**a) To receive an update on building work**

The initial work to the toilets and kitchen has been completed and has improved the building greatly. The resurfacing of the car park was also considered a great improvement. It was felt some signage reflecting the car park was for Drill Hall use only would be appropriate.

**b) To consider work to the ceilings**

The suspended ceiling in the main hall looks very dirty. The clerk had received a quote for replacing the tiles and also for replacing the tiles and the framework. Although the framework looks fine it may spoil the look of new tiles. There is a possibility of receiving a few replacement tiles to see what they look like before deciding. The clerk will arrange this in time for the next meeting. The lighting would also need to be looked at.

The clerk has met with a member of the probation service regarding re-painting the hall. The cost for this would be equipment only. Once re-decoration has taken place then a new carpet for the meeting room can be considered.

**c) To receive information regarding hirers**

The gym has confirmed they will be leaving the Drill Hall in April. Members felt that the Town Council did all they could but could not favour one group over another.

**9. PUBLIC TOILETS**

The Town Council have agreed to budget for a refurbishment and the clerk wished to clarify what members were expecting. It was agreed that the following would be included:

- New Flooring
- Investigation and repairs to ceiling issues
- New sinks/taps and removal of drinking fountains
- Replacement of waterless urinals

**10. 23 & 25 MARKET PLACE**

No issues with 23 Market Place.

The tenants at 25 Market Place had visited the clerk to ask if there was any possibility of buying the freehold. Members felt this needed investigation of the original documents before an answer could be given. The clerk will research this.

**11. CEMETERY COTTAGE**

New tenants are in place. The bathroom required modernising and this has been agreed with the tenants.

**12. RED TELEPHONE BOX**

This was taken away for refurbishment by Robert Grey. Very little has been done to it. The clerk suggested that it be placed at the allotments while work was undertaken. Members felt this was not a safe location and that it should be moved to the Market Place, its final location and covered while the work is being completed.

**13. PAUPERS GRAVEYARD**

Meeting with Aylsham In Bloom on 24<sup>th</sup> March regarding an RHS grant. The fencing looks good and does not need replacing. The issue with regard to the closed walkway has been reported to Highways to deal with.

**14. OPEN SPACES and PLAY AREAS**

The 2019 reports were very positive. The next inspections are due in June 2020.

It was reported that there were some goal posts on the grass near the MUGA. The clerk will look into this.

**15. OTHER PROPERTIES**

It was queried whether the cemetery came under this committee or the churchyard. It was confirmed this rested better with the churchyard committee.

**16. ITEMS FOR INFORMATION/NEXT AGENDA**

None raised.

**17. DATE OF NEXT MEETING**

The next meeting will be Wednesday April 8<sup>th</sup> at 10am.

**CLOSURE OF THE MEETING**

There being no further business, the Chairman closed the meeting at 11.25am