



**AYLSHAM TOWN COUNCIL**  
**MINUTES OF THE MEETING OF THE PROPERTIES COMMITTEE**  
**HELD IN AYLSHAM DRILL HALL**  
**ON TUESDAY 2 JULY 2019 10.00am**

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

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

**1. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Mr Lancaster and Mr Clarke-Ward.

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

None made.

**3. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on the 5<sup>th</sup> March 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**

The planning application has been sent to Broadland who require more information before being able to process it. This is currently being obtained.

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

The grant application was unsuccessful as the project cannot demonstrate sufficient community support and input. The committee queried whether this could be re-submitted but the emphasis on grants appears to be more aimed at cohesion and learning rather than capital projects. Although we could demonstrate community involvement in the use of the equipment the lottery wished for '*community involvement in the design, development and delivery of the activities*'

The Committee therefore **AGREED** to propose to the Town Council that the project be funded from Town Council monies.

It was suggested that a maintenance contract should be considered for the blinds. This will be looked into.

At the moment we only have one quote for the equipment and one quote for the blinds to enable the grant to be applied for. Additional quotes will be needed for both aspects.

The quote for the audio/visual work is £17,535.91 plus VAT

The quote for the blinds is £2,588 plus VAT

**c) To consider clearance of the cellars**

Part of the Town Council cellars are filled with rubble from the roof collapse in the 1950's. To remove this would require a structural survey before, during and after the clearance. It would also require an ongoing health and safety investigation as there is no indication what materials are included in the rubble. The rubble would need to be moved by hand giving large labour costs and also disposal costs. Members felt that the cost of the work could not be justified for the benefits it could bring and therefore **AGREED** not to pursue the matter any further.

**8. DRILL HALL**

**a) To receive an update**

The work commences on Thursday July 25<sup>th</sup> and should finish before the end of the school holidays.

All groups except the band and the gym have been accommodated at the Town Hall during the work. The gym could not move as we have nowhere to store their equipment. The band did not want to move.

**9. PUBLIC TOILETS**

It is now 10 years since the toilets were installed and are beginning to look it. They are used a great deal and refurbishment of some of the units is required.

The Town Clerk will look at grants for this. Also, from April next year the toilets will no longer be charged business rates so some additional funds could be released.

**10. 23 MARKET PLACE**

After the last meeting and the decision to undertake a rent review a letter was received from the agents advising they were willing to sign a new lease providing the Town Council offered a 20% rent reduction. This offer was refused and they have not contacted the Town Council again. It was **AGREED** to write to them requesting the rent review discussed at the last meeting.

**11. CEMETERY COTTAGE**

The current resident is happy there but may have to move due to family circumstances. No issues known.

**12. RED TELEPHONE BOX**

Currently being refurbished

**13. PAUPERS GRAVEYARD**

Plans have been drawn up by Aylsham In Bloom and shared with the residents. Work should start next year as this year will be used to continue with the weedkilling in the area.

**14. OPEN SPACES and PLAY AREAS**

The latest reports on the playground inspections show no issue. The annual ROSPA reports had been received that morning. They had not been reviewed in detail but a quick inspection showed no red flags.

**15. OTHER PROPERTIES**

Nothing to report

**16 ITEMS FOR INFORMATION/NEXT AGENDA**

None raised.

**17 DATE OF NEXT MEETING**

To be advised. The annual meeting timetable will be re-issued.

**CLOSURE OF THE MEETING**

There being no further business, the Chairman closed the meeting at 10.35am