

**MINUTES OF A MEETING OF THE BUILDINGS MANAGEMENT COMMITTEE
HELD ON WEDNESDAY 18th SEPTEMBER 2023 AT 8.00PM IN THE COUNCIL
CHAMBER, GREENACRE CENTRE.**

Committee Members present:

Councillors S Hayes (Chairman), S Buck, M Cooper, S Dhaliwal, D Matthews, J Smith, J Talbot

Also present:

E. Payne, Town Clerk

38/23 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Dhaliwal.

**39/23 DISCLOSURE OF MEMBERS INTERESTS AND REQUESTS FOR
DISPENSATION**

There were no declarations made.

40/23 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

41/23 MINUTES OF PREVIOUS MEETING

Members received the minutes of the Buildings Management Committee meeting held on 20 September 2023 and it was **RESOLVED** that:

The minutes are a true record of the meeting.

**42/23 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS
ARISING FOR INFORMATION**

42/23.1 CBC have responded to the Clerk regarding the repairs to the Memorial Hall car park road. It would appear that they are struggling with their contractors and need to appoint a new contractor to complete the works.

42/23.2 Line marking of the disabled bays will be deferred until the repairs to the car park entrance have been completed.

43/23 PIX GYMNASTICS CLUB

Members received a request from Pix Gymnastics Club to reduce their hire charge. They had subsequently made a further request to 'rent' the rear hall at the memorial hall free of charge, as it had been agreed that the Town Council would not let this room as the Club needs to bring their equipment through and there was also a child protection issue. Members considered the request in light of other hirers who were charged for set up/tidy up time. It was also noted that the Town Council provides the Club with free storage. They are entitled to a 10% regular hirers discount.

It was RESOLVED that the Pix Gymnastics Club:

- a) Will be charged for set/up tidy up time*
- b) Will get a free hire for the other room at the Memorial Hall for the two week period when they relocated from Pix Brook School.*

44/23 DEVELOPER CONTRIBUTIONS FOR OPEN SPACES/COMMUNITY AND VILLAGE HALLS

Members were informed of an email received by the Town Clerk regarding identifying future projects to update/enhance community facilities through developer contributions. Members noted the request and it was RESOLVED that:

The Clerk will respond to CBC with the relevant information.

45/23 LEGIONELLA TESTING

Members received a verbal report from Cllr Hayes on the legionella testing of the Town Council's built assets. Members noted that the test for Stotfold FC had come back at very high levels, necessitating a disinfection of the water tanks to bring it back to compliant levels. The Chairman of the Buildings Committee with the Town Clerk had taken the executive decision to pay for this work to be undertaken, to be recouped from the football club.

The ongoing testing regime is quite comprehensive and were not within the skillset of existing staff. It was noted that an external contractor would be investigated to undertake these checks which would have a knock-on effect on the budget.

There are also remedial plumbing works which need to be undertaken to bring the buildings up the required standard. These would be met from maintenance budgets. Drinking water tests also needed to be undertaken to meet compliance requirements.

It was **RESOLVED** to:

Note the verbal report.

46/23 BUDGET 2024-25

Members received a proposed budget for this Committee. Members noted that the Clerk needed to speak with the Chairman of the Committee considering the legionella testing regime and increase in utility costs for this budget to be ratified. Costs need to be proportioned across buildings.

It was also noted that the income for the Simpson Centre would be reduced with the relocation of the library/café to the Greenacre Centre. There would also be a reduction in utilities.

Members queried which budget line the Key Holders salaries was used.

Members would like to reinstate all the capital budgets that were withheld in 2023/24. Discussions were held regarding the EMR for the Mossman Centre which could be used for the decoration of the building.

It was **RESOLVED** to:

Consider the budget at the next Committee Meeting

47/23 Q2 INCOME AND EXPENDITURE REPORT

Members received the Q2 income and expenditure report for this committee.

It was **RESOLVED** to:

Note the report.

48/23 STRATEGIC PLAN

Members were asked to defer this item as the Town Clerk had not had an opportunity to review the document.

48/24 WORK PROGRAMME

Members received the work programme for this committee. It was **RESOLVED** to:

Note the report

49/23 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

Cllr Hayes gave an update on the library project. A meeting had been held on site with Officers from CBC, the café tenant and along with a security consultant. The meeting had been productive with lots of discussion about the feasibility of the project. The planning application is being considered by CBC in November.

50/23 DATE OF NEXT MEETING

Wednesday 15 November 2023

The meeting closed at 2106.

MINUTES APPROVED (date):

SIGNED BY CHAIRMAN: