

MINUTES OF A MEETING OF THE BUILDINGS MANAGEMENT COMMITTEE HELD ON WEDNESDAY 18TH SEPTEMBER 2019 AT 7.22PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE, STOTFOLD

Committee Members present: S Hayes (Chairman)

Mrs S Bundock

B Collier

A Cooper

Mrs M Cooper

D Matthews

Also present: Councillor H Pickering and the Town Clerk – Mrs K Elliott-Turner

52/19 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs A Clarey, S Dhaliwal and J Talbot.

53/19 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

There were none. Members were reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.

54/19 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

55/19 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Matters Arising

Minute 48/19 – the Clerk advised that further to acceptance of the quote from T&R Roofing to re-roof flat roof areas of the Simpson Centre, it has been established that the area identified as being above the café, isn't actually Town Council owned and forms part of the adjacent residential building. A very small section of flat roofing does form part of the Simpson Centre building, and this will be checked again. However, in the meantime, just the quote for the kitchen area has been accepted.

56/19 GREENACRE CENTRE – FREE LET REQUEST- STOTFOLD CUBS

Members considered a free let of the Oak Hall, Greenacre Centre for the 1st Stotfold Cubs planetarium experience, as part of work for their astronomer badges and Chief Scout Silver Awards. They would like to book the hall from 6.15pm to 8.15pm on Friday 8th November 2019. A copy of their request letter was previously circulated. Cost to the Council £48.

RESOLVED that the free let request by the 1st Stotfold Cubs for use of the Oak Hall on Friday 8th November is approved.

57/19 GREENACRE CENTRE – FREE LET REQUEST – SALVATION ARMY

Members considered a free let request of the Oak Hall and Maple Room, Greenacre Centre for the Salvation Army 'Town Christmas Concert' on Sunday 15th December. The event will raise funds for a local charity (to be determined). They would like to book both rooms from 9am to 9pm. Cost to the Council £460. Members were reminded that this sort of event requires a leaflet drop to notify nearby residents.

RESOLVED that the free let request from the Salvation Army for use of the Oak Hall and Maple Room on Sunday 15th December is approved.

58/19 GREENACRE CENTRE/MEMORIAL HALL – FREE LET – CENTRAL BEDS COUNCIL CHAIRMAN CHARITY CONCERT

The original request was to use either the Greenacre Centre or Memorial Hall on either Saturday 22nd or Saturday 29th February 2020 for Councillor Saunders' Chairman of Central Beds Council Chairman's Charity Concert. Members were advised that he would like to hold the event on Saturday 29th in the Greenacre Centre. Entrance for the event will be charged, with funds raised going to the Chairman's Charity – The Need Project. Cost to the Council £155. This event will require a leaflet drop to notify adjacent residents.

RESOLVED that the free let request from Councillor Saunders for use of the Oak Hall and Maple Room for his Central Beds Council Chairman's Charity Concert on Saturday 29th February 2020 is approved.

59/19 EXECUTIVE ACTION – SOLAR FILM

Members were asked to approve executive action taken in agreeing solar film for windows in the Greenacre Centre rear and side windows, which were omitted from the calculation in error, at £120 plus vat.

RESOLVED that executive action taken in agreeing additional solar film for Greenacre Centre windows, which were omitted in error, at £120 plus vat is approved.

60/19 GREENACRE CENTRE – DECORATION WORKS

Members considered quotes for decoration works at the Greenacre Centre, as per spec approved at previous meeting. Copies of quotes were previously circulated.

D.A.R. Painter & Decorator

Labour & materials £2,500

Darren Peters Property Maintenance

Labour & materials £4,920

Haywoods

Labour & materials £3,368.50 plus vat (includes x21 door frames as optional extra)

RESOLVED that the quote from Haywoods at £3,368.50 plus vat (to include x21 door frames as optional extra) to decorate as per spec previously approved, is accepted. Funds from Buildings – Maintenance & Repairs budget.

61/19 MEMORIAL HALL

Members considered a report from the Chairman following an inspection of the pea shingle edging and guttering around the Memorial Hall.

It was agreed that the pea shingle was originally put down for aesthetic reasons, rather than as a French drain. The shingle does protect the side of the hall where the gutter overflows and

prevents mud splattering on the wall. With regard to the guttering, the gutter fall is from the back of the hall to the kitchen at the front. In addition, the felt roofline is higher at the kitchen end than the back. It is therefore felt that the overflow is created by the volume of water coming from the barrel roof onto the flat roof and then flowing towards the rear of the building to flow into the guttering. As a result, the high volume of water cannot escape via the downpipe near the kitchen quickly enough and backs up and then overflows in the position we see the wall stain. There is no evidence of badly fitting or misaligned guttering. Overflow only occurs in exceptionally heavy rain and gutters generally cope with average rainfall and struggle in exceptional rain.

RESOLVED that the Memorial Hall caretaker/keyholder are to ensure the paths are swept free of pea shingle to avoid trip hazards, and quotes will be sought for resin to secure the pea shingle in place. No further action is required regarding the guttering.

62/19 MEMORIAL HALL & GREENACRE CENTRE COMPLAINTS

No complaints have been received regarding noise or parking at the Greenacre Centre or Memorial Hall.

63/19 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

Members were advised that the Chairman has come across a document detailing available S106 monies, and there appears to be approximately £55,000 for 'pre-existing community building refurbishment'.

It was noted that the line marking for the disabled spaces at the Memorial Hall are faded and require re-painting.

There being no further business, the meeting closed at 7.44pm

CHAIRMAN

DATED