

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF THE PROPERTY AND SERVICES COMMITTEE HELD ON
TUESDAY 15TH NOVEMBER 2022 AT 7PM AT THE COMMUNITY CENTRE FETTLINEDINE ROAD NN9 5XF

PRESENT: Councillors C Cross, E Hopkinson, R Powell and J Farrar (Ex Officio)

ALSO PRESENT:

AGENDA

41.APOLOGIES

Councillor P Boyer – Work Commitment
Councillor S Boyer – Work Commitment
Councillor T Walton – Ill Health

RESOLVE P&S/11(22)/64 – that Councillors P Boyer, S Boyer and T Walton’s apologies be accepted.

42.DECLARATIONS OF INTEREST – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST AND OTHER INTERESTS AND THE NATURE OF THOSE INTERESTS RELATING TO ITEMS ON THE AGENDA.

No declarations were made.

43.MINUTES – TO RECEIVE AND APPROVE FOR SIGNATURE THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 4TH OCTOBER 2022.

RESOLVE P&S/11(22)/65 - that the minutes of the Property and Services Committee meeting of Tuesday 4th October 2022 be approved and signed as a correct record of proceedings

44.MATTERS ARISING – TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 4TH OCTOBER 2022. (UNLESS COVERED BELOW)

Page 12 **RESOLVE P&S/10(22)/40** – that **RESOLVE P&S/07(22)/29** – that quotations are sought for a DDA assessment of the Community Centre to obtain advice on making it more suitable for less able bodied users, be added to the next Property and Services Agenda for the meeting on the 15th November 2022 – Councillor R Powell indicated this item had been missed off the agenda and asked for an update.

Chairman:

Date:

The Assistant Clerk had spoken to the Councils Health and Safety provider and requested they carry out the assessment. No date had been set for the assessment to be carried out. She said she would chase them.

45. TO RECEIVE AND NOTE ACTIONS TAKEN AGAINST THE PROPERTY AND SERVICES COMMITTEE RESOLUTIONS UP TO 8TH NOVEMBER 2022.

Nothing was raised.

RESOLVE P&S/11(22)/66 - that the actions taken against the Property and Services Committee resolution list up to the 8th November 2022 are received and noted.

46. COMMUNITY CENTRE - UPDATE ON NEW PROMOTION LEAFLET.

Members briefly discussed the updated Community Centre promotional leaflet.

There were a few things members would like to see included and some design changes they would like to see made.

However, as Councillors P and S Boyer who were organising the new promotional leaflet were not present to discuss the amendments it was proposed to defer this item to the next meeting.

RESOLVE P&S/11(22)/67 - that the new promotional leaflet for the Irthlingborough Community Centre is deferred until the next Property and Services meeting on the 24th January 2023

47. TO CONSIDER ADVERTISING QUOTES AS PER **RESOLVE P&S/09(22)/45** – THAT THE COST OF ADVERTISING THE COMMUNITY CENTRE IN “IN YOUR VICINITY”, “LIVE LOCAL” AND “SAINTS ALIVE” BE INVESTIGATED.

A document giving a comparison of the three publications costs for a quarter page, half page and full page adverts for periods of 3 and 6 months was tabled at the meeting for discussion. Along with information about the areas the publications were distributed too. All the publications were also available to view online.

RECOMMEND – that the Council takes out a half page advert for 6 months in ‘In your Vicinity’ at a cost of £330, a half page advert for 6 months in ‘Live Local’ at a cost of £390 and a full page advert for 6 months in ‘Saints Alive’ at a cost £250. The total cost of £970 to be agreed.

48. TO RECEIVE THE REPORT AS PER **RESOLVE P&S/10(22)/54** – THAT A REPORT IS REQUESTED FROM THE AD-HOC MAINTENANCE CONTRACTOR DETAILING THE CURRENT STATE OF REPAIR WORKS.

Members stated that the document submitted was too small to read and asked for the item to be deferred to the next meeting and a larger print version to be supplied

RESOLVE P&S/11(22)/68 - that this item is deferred to the next Property and Services meeting 24th January 2023 and a larger print version supplied.

49. TO CONSIDER QUOTATIONS FOR NEW PLAY EQUIPMENT FOLLOWING THE ANNUAL PLAYGROUND INSPECTIONS AND MAKE **RECOMMENDATIONS** TO FULL COUNCIL:

Chairman:

Date:

Quotations had been received from three firms. Two of which had been tabled at the meeting. Three firms had submitted plans for all three sites with one firm only submitting plans for two sites.

All the designs were very different. Quotations for the Central Recreation Ground ranged from £26,7512.18 to £68,056.12, quotations for the Crow Hill Recreation Ground ranged from £57,000 to £77,713.64 and the quotations for Les O'Dell ranged from £39,595.37 to £48,787.

The Clerk was asked which site was the highest priority. She indicated that following the playground inspections and the requirements of Les O'Dell Park, she felt priority should be given at this time to Les O'Dell Park. Members focused their attention on the two quotations received for Les O'Dell Park.

It was felt that Quotation A at a cost of £48,737 offered the most value for money.

RECOMMENDATION – That due to the urgency of the health and safety recommendations following the playground inspection report it was agreed to proceed on the basis of three quotations. The quotation from Proludic for the supply of play equipment is accepted at a cost of £48,737

50.TO ACCEPT THE QUOTATION TO REPAIR THE MOBILUS PLAY EQUIPMENT AT THE CENTRAL RECREATION GROUND

A quotation from the manufacturer of the Mobilus had been sought and received:

There were two parts to the quotation

Site visit to make safe - £650.00 + VAT

Repair to mobilus as required - £4125.57 + VAT

TOTAL - £4775.57 + VAT

RESOLVE P&S/11(22)/69 - that the two quotations relating to the repair of the mobilus play equipment at the Central Recreation Ground, the first - to visit the site and make the equipment safe at a cost of £650.00 + VAT and the second - to carry out repairs to the mobilus at a cost of £4125.57+ VAT giving a total cost of £4775.57 + VAT are accepted.

51.TO CONSIDER A REPORT FOR REPAIRS TO THE CHURCHYARD PATHS AND MAKE A **RECOMMENDATION** TO FULL COUNCIL – CLLR POWELL

The report was tabled at the meeting.

As the Committee had previously resolved to seek further quotations for alternative repairs and for the removal of a section of the footpath which were still awaited it was proposed not to make a recommendation to Full Council at this time.

Councillor J Farrar informed members that during a visit to Wicksteed Park for a Mayoral event, he had noticed the additional car parking area had been constructed with matting filled with gravel. He thought that would be a possible alternative for the churchyard paths.

RESOLVE P&S/11(22)/70 – the report on possible funding options for repairs to the churchyard paths was received and noted.

RESOLVE P&S/11(22)/71 – that no recommendation be made to Full Council until further quotations are sought.

Chairman:

Date:

52. TO CONSIDER QUOTES FOR ANNUAL PAT TESTING ON COUNCIL OFFICES, COMMUNITY CENTRE AND PAVILION.

Two quotations had been received.

They were quoting on two different basis. One quote was per site giving prices for each of the Councils three sites the other one quoting on an overall number of items across the three sites.

Members compared the options and proposed the cheapest quotation B be accepted.

RESOLVE P&S/11(22)/72 - that the cheapest quotation quote B at a cost of £90 + VAT for up to 120 items and £0.56p + VAT for each item over 120 is accepted.

53. RESOLVE P&S/10(22)/37 – RESOLVE P&S/05(22)/06 – THAT REPAIRS AS PER THE ORIGINAL SPECIFICATION ARE CARRIED OUT TO THE CEMETERY HUT.

The Clerk informed members that she had met with representatives of the Carnival Committee who currently lease the Cemetery hut from the Council. Some photographs she had taken had been included in the meeting papers.

They felt that the building was now beyond economical repair and asked if the Council would consider looking to replace the building rather than repair it as resolved.

RESOLVE P&S/11(22)/73 – that this item is taken to a future Full Town Council meeting to look at possibly demolishing and replacing the Cemetery Hut. A quotation and available funding options to be sought.

Date of next meeting: 24th January 2023 at the Community centre Fettleline Road NN9 5XF

There being no further business the meeting closed at 7.57pm.

Chairman:

Date: