

REPORT OF THE COUNCIL MEETING HELD AT 7.00PM ON TUESDAY 11th
SEPTEMBER 2012 IN THE ASSEMBLY ROOMS, THORNE.

Present: Cllr. R.S. Durant (Chair)

Cllrs. K. M. Abell, G. Derx, S.J. Durant, A. Farrand, M. Houlbrook and K. Redmile.

The Mayor held a minutes silence as a mark of respect for a Thorne resident, Sgt. Lee Davidson, who had been killed in Afghanistan at the weekend.

2312. APOLOGIES

Apologies were declared as follows:

Cllr. C. Blackham - Holiday

Cllr. J. Blackham – Holiday

Cllr. A. Brookes - Personal

Cllr. R. Powell – Work Commitment

RESOLVED: That the apologies be accepted.

2313. COUNCIL VACANCIES

The Clerk reported that the time had elapsed for one of the Council Vacancies with no nominations having been received. The other vacancy was due to expire on 11th September at 5.00pm and at the time of the report no nominations had been received. If no nominations are received then the Council could co-opt new members.

2314. DECLARATIONS OF INTEREST

Cllrs. R. Durant, S. Durant and A. Farrand declared an interest in item 8.

2315. MINUTES

Consideration was given to signing the minutes of the Council meeting held on Tuesday 24th July, 2012, pages 4015 – 4020.

RESOLVED: That the minutes be signed.

2316. MATTERS RAISE BY THE PUBLIC

Members of the public indicated that they wished to discuss the issues relating to agenda item 8.

Various concerns were raised including:

- the impact on the water table levels in Moorends should development of the former Colliery site take place;
- the short/lack of notice given to residents regarding the Consultation period;
- the fact that residents have experienced difficulties in maneuvering the DMBC website and that not all are computer literate or have access to a computer.

Cllr. S. Durant informed the meeting that the Consultation exercise was originally only going to be held in Thorne but this Council had asked for one in Moorends as well and

had provided printed forms – which could be completed and returned to DMBC enabling residents to express their views.

Councillors said that DMBC would be asked for feedback on the Consultation Day.

One resident asked if DMBC would have a meeting to discuss this issue and if so could members of the public attend. The Clerk was asked to find out when the meeting would be held, so that representation could be made.

2317. PLANNING

i) 12/01828/AGR

Erection of general purpose agricultural shed and grain store (25.0m x 18.0m) at Double Bridges Farm, Moor Road, Thorne for Mr R. Wroot.

RESOLVED: No observations

ii) 12/01845/FUL

Erection of elderly person's annexe attached to side of detached bungalow at Glenthorne, King Edward Road, Thorne for Mr K. Brandon.

RESOLVED: No observations

iii) 12/01861/FUL

Erection of single storey pitched roof extension to front and rear of detached bungalow at 7 Kendon Gardens, Thorne for Mr M. Hargreaves.

RESOLVED: No observations

iv) 12/01954/4FUL

Erection of single storey pitched roof extension to side of semi-detached house following demolition of existing attached garage at 9 Willow Road, Thorne for DMBC Adaptions.

RESOLVED: No observations

v) 12/01972/FULFT

Erection of pitched roof extension to rear of detached bungalow including formation of loft conversion and erection of pitched roof detached double garage to rear following demolition of existing garage at 71 King Edward Road, Thorne for Mrs N. Phillipson.

RESOLVED: No observations

vi) 12/0241/FUL

Erection of 1 no. wind turbine (16.5m to hub, 25m to tip) on land relating to Crowns Farm, Moorends Road, Moorends for Mr A. Measures.

RESOLVED: Objection to be raised on the on the precedent that this would set for unplanned wind turbines in the countryside area.

vii) 12/01849/FUL

Erection of single storey pitched roof conservatory to rear elevation of semi-detached

property at 4 Micklethwaite Grove, Moorends for Mr C. Tapsell.

RESOLVED: No observations

2318. FINANCIAL REPORT

The Clerk updated the Councillors on the Council's Financial position to the 31st July 2012. He informed Councillors that the Cemetery was currently on target to exceed the budgeted income by £20K, the Community building' income is slightly ahead of profile. The Clerk advised that the Internal Audit had been completed and that one of the points raised related to the signing of Council minutes:

'From the minute book it is unclear at what point the minutes are signed as a true record as the signatures are not normally dated. For example March 2012 minutes were signed in July 2012 this would appear to be a substantial time delay. I would recommend that this procedure is formalised.'

It was recommended that the Council move to a system whereby the minutes are signed at the next meeting.

RESOLVED: That the report be noted and that future minutes be signed at the next available meeting.

2319. ACCOUNTS PAYABLE

Consideration was given to the Statement of Accounts Payable to 31st August 2012, Vouchers 107 to 137.

RESOLVED: That the accounts payable be noted.

2320. DONCASTER MBC AND POLICIES ENGAGEMENT PLAN – PROPOSED RESPONSE

The Clerk presented the Council's draft response to the Sites and Policies Engagement Draft.

General

1. The Town Council is beginning the process of preparing a Neighbourhood Plan, and is starting intensive consultation. The Town Councillors and the members of the local community have a much greater understanding of local circumstances and needs of the community and would therefore expect these comments to result in significant changes to the draft.
2. There are concerns about the current consultation process. There has been little local publicity, the documentation is difficult to use and understand, especially for people who are not computer literate, and the timescale is short, with a substantial part falling over the main summer holiday period.
3. It is important that adequate consultation is undertaken for the next refinement so that there is proper engagement for a plan that will influence development activity for 17 years.
4. The Town Council would wish to support appropriate development that allows for the growth and regeneration of Thorne and Moorends, and gives opportunities for local people.

Chapter 2: Overall Approach

5. The approach to countryside issues is supported.

6. The main concern for this chapter is the impact that flood risk is having on development. Whilst understanding the need for appropriate checks to be made, there is local evidence that current arrangements are discouraging small scale developments which will be an important part of local regeneration. A local plan should be a proactive document that encourages suitable development, and further engagement with the Environment Agency to explore whether any burdens can be lifted would be helpful.

Chapter 3: Employment, Town Centres and Transport

7. In terms of major employment sites site 1 is considered the most suitable as it is in the vicinity of existing warehousing/ business development, and relatively accessible from both Thorne and Moorends.
8. Sites 2 and 35 should not be allocated for any use as they are open countryside sites which relate poorly to established developments.
9. The former Colliery site 38 is also suitable for industrial and commercial development. It is less accessible to the Motorway making it more suited to local employment. There seems no reason why such a restricted boundary has been identified compared to sites 462 and 439 on the housing options plan. As a business park it would seem more logical to develop at the west end using the high quality access road that was constructed for the Colliery. As an observation an area of unused land north of the Welfare Recreation Ground is not identified as an option on either the employment or housing map, though has been promoted to the Town Council by the owner.
10. In terms of local employment it is unclear why sites 53 and 54 should be considered for alternative uses. These are established sites alongside the access road referred to above and form part of the northern boundary of Moorends.
11. The Town Council is keen that some additional local employment sites are made available and would therefore support sites 52, 153 and 167 as part of the broader development area including site 1.
12. The current wording of Policy SP10 excludes housing. It is clear that the regeneration of Thorne Town Centre will require an element of residential development, either as part of a mixed use development, or to encourage the concentration of retail activity. An example of this is the development of 42-44 King Street.
13. Whilst this is an allocations document it is disappointing that there is not a more proactive statement made regarding Thorne Town centre. The need for investment and development in the centre is the biggest issue in the town, and a positive statement that mixed use development will be actively encouraged would assist in the regeneration process.
14. Site 207 is shown as not having planning consent despite there being outline approval for a mixed use development.

Chapter 4: Homes and Communities

15. In Thorne 2 town centre sites, Land Rear of King Street, and land rear of Market Place should be identified as part of the housing supply. These sites are being promoted by Strategic Housing at Doncaster MBC so their admission is odd. The total area of these sites is 1.29 hectares. Schemes have been prepared which would give a capacity of c 80 units on these sites.
16. The Town Council's view is that Thorne's housing requirement should be made up as follows:

Town Centre sites	80
Site 23	22
Site 418	386
Site 180	275
Site 375	73

Site 326	69
Site 409	25
Total	930

At this point Cllrs. R. Durant, S. Durant and A. Farrand declared an interest and left the room and Cllr. G. Derx took the Chair. The meeting was non quorate at this point.

17. This is at the upper level of the requirement, but the northern sites can also be seen as part of the Moorends supply.
18. These sites form a fairly natural expansion of Thorne, and would prevent encroachment into open countryside. They are better located for transport and services than the sites that have been rejected.
19. For Moorends there is a strong view that development to the east of the village (sites 439 and 462) should be resisted in preference to land to the west which is incorrectly marked as undevelopable. These sites form a more natural expansion to the community, and are better located for shops and other services. Proper master planning can allow appropriate recreation land and physical division between the 2 settlements, with, in addition, the electricity pylons inevitably requiring a development gap.
20. The land to the east is considered unsuitable for the following reasons:
 - a. It is likely that a principle access would be via the former colliery access road, which would mean that the development would relate poorly to the rest of Moorends
 - b. The site is poorly located for existing retail provision in Moorends
 - c. The site would have a negative impact on the SSSI.

As indicated above part of the site it is more suitable for business development, though the impact of the oil pipeline would have to be assessed.

21. Part of the site to the south of Moorends (site 570) would also be suitable for development as far east as the existing Moorends settlement boundary.
22. This would give a housing provision for Moorends as follows:

West sites	250
Site 21	20
Site 188	27
Site 570	100
Total	397

At this point Cllrs. R. Durant, S. Durant and A. Farrand returned to the room and Cllr. R. Durant took the Chair. The meeting became quorate.

23. There is no justification given for the omission of parts of Thorne and Moorends from Policy SP21. Development of small scale and underused pieces of land are important in Thorne and Moorends as there are a number of suitable sites whose development would have a positive impact on the local community.
24. The Town Council accepts the proposals for Gypsies and Travellers in Policy SP 22, but feels that there should be a recognition of the contribution that Thorne and Moorends makes to the supply of sites, and that other areas should be considered for any future additional provision.

Chapter 5: Attractive, Safe and Healthy Places

25. The wording of policy SP24 could be improved to make it clear that it is subject to other policies.
26. Policy SP31 raises concerns as the listing of the buildings in Thorne market Place is the biggest barrier to tackling the current eyesore. Whilst recognising the need to retain historic heritage it can have the unfortunate effect of creating a barrier to regeneration. Paragraph D partly recognises this, but could be extended to recognise the need for a comprehensive approach that creates broader benefits for an urban centre.
27. The boundary of the green wedge (SP37 - 1) needs to be considered in the context of the development proposals covered earlier in this document.

Chapter 6: Efficient Use of Resources

28. The Town Council recognises the need for the additional colliery spoil site identified in policy SP44 and are therefore happy with the proposal providing that it is appropriately managed and screened.

There was comment about the importance of the Town Council being recognised as a key stakeholder following the introduction of the Localism Act. In addition there is the need to encourage mixed tenure development, and a better planned approach to the provision of gypsy and traveller site.

It was noted that under normal circumstances the element of the report when the meeting was non quorate would be considered further at the next meeting. However, as comments needed to be submitted to the DMBC by 21st September that it is not possible so the Clerk was requested to submit his own comments on this section.

RESOLVED that:

1. The report of the Clerk, amended to incorporate the comments of this meeting, be approved as the Council's response to the DMBC Sites and Policies Engagement Draft, with the exception of paragraphs 17 to 22.
2. The Clerk be requested to prepare and submit comments to cover paragraphs 17 to 23 above.
3. A consultation return is submitted to DMBC which identifies which comments are approved by then Council, and which comments are submitted by the Clerk.

2321. NEIGHBOURHOOD PLANNING

At the Council meeting on 24th July 2012 it was agreed that the Town Council would produce a Neighbourhood Plan for Thorne and Moorends. The Clerk's report considered further some of the actions needed to progress this.

Letter

The first stage in the process is submission of a letter to Doncaster MBC which designates an area and gives reasons for the production of the Plan. A draft letter was presented to the Council. The Clerk reported that it is recommended that key partners are advised that this process is underway and had written to a variety of local bodies.

Doncaster MBC will need to advertise the proposal with a 6 week consultation period, following which it will be considered by Planning Committee. Formal endorsement by Doncaster MBC will take place in around November 2012.

Resources

At the last meeting the Clerk advised that it would be sensible to allocate up to £10,000 to assist in the production of the Plan. This would cover plan production, printing and technical advice to ensure that the Plan is robust. He suggested initially allocating £3,000 in 2012-13, with the balance in next financial year. This can be accommodated from the General Administration Budget for 2012-13 due to the previously reported insurance saving. Funding for next year will need to be considered as part of precept setting.

Structures

The Town Council will be responsible for managing the development of the plan, and agreeing drafts and final proposals etc. However the production process will involve a lot of detail. It is therefore suggested that a Council Working Group is established to deal with the production of the plan to include:

- a. Plan production timescale
- b. Consultation Strategy and documents
- c. Development and consideration of draft documents prior to submission to Council
- d. Management of the Plan budget

The Clerk suggested that it would be sensible to allow the Working Group to co-opt a small number of partners, though would recommend that the group is no larger than 10.

The Clerk reported that he will also need to work closely with Doncaster MBC and other local and statutory organisations to allow the production of documents etc for consideration by the Working Group.

RESOLVED that:

1. The submission of the Neighbourhood Planning proposal to Doncaster MBC be agreed
2. That a budget of £3,000 be agreed from the 2012-13 budget to support the Neighbourhood Plan, with a further £7,000 to be considered from the 2013-14 budget during the precept setting.
3. That a Council Working Group of up to 6 Councillors and up to 4 co-optees be established to manage the plan production and budget.

2322. PROPOSED USE OF COUNCIL BUILDINGS BY AUTISM PLUS

It was agreed at the Policy, Development, Finance and Staffing meeting on 10th July 2012 that:

- a. The lease of Coulman Bungalow to Autism Plus be agreed on the basis of the terms proposed by the District Auditor, subject to detailed negotiations delegated to the Town Clerk in consultation with the Chairs of the Policy, Development, Finance and Staffing and Planning, Environmental, Amenities and Leisure Committees, and then subject to the approval of Council.
- b. The Clerk, in consultation with the Chairs of Policy, Development, Finance and Staffing and Planning, Environmental, Amenities and Leisure Committees be authorised to have further discussions with Autism Plus regarding the hiring of the Community Centre, and report back to Council.

The Clerk reported that further discussions have taken place with regard to the two proposals:

- a. Coulman Bungalow—the proposal is for 24 hour use as a respite centre. The main issue with regard to the bungalow is the investment required to improve the building and meet the needs of the proposed users. Following discussions on this issue Autism Plus had carried out a more detailed survey of the building to identify what works they will be able to carry out in house. The Clerk reported that Autism Plus had enquired as to the whether the building would be for sale and according had asked for a sale valuation.
- b. Community Centre – the Clerk reported that although further discussions had taken place regarding the use of the Community Centre and the alternative venue of the Winning Post, Autism Plus had advised him that they were no longer required as they had secured the use of the Sea Cadet's building.

Councillors were concerned that potential income had been lost with regard to the Winning Post lease and it was recommended that a Working Group be set up to discuss the way forward.

RESOLVED: That a buildings Working Group be established comprising the Leader and Deputy Leader, Chair and vice Chair of Planning, Environment, Amenities and Leisure Committee, and the Mayor and Deputy Mayor

2323. THORNE MEMORIAL PARK

The Clerk reported that he has been advised by Doncaster MBC some S106 funding could be made available for Thorne Memorial Park, with a particular interest in the walled garden.

This offer gives an opportunity to carry out some enhancements to the Park, although there would be a need to consider options in more detail, and to develop a series of costed proposals. It was proposed that a small Working group be established who could then report back to Council on a preferred scheme and could also assess the maintenance implications of the proposals.

RESOLVED that:

1. A Working Group be established to develop proposals for use of the S106 funds for Thorne Memorial Park.
2. The Working Group should consist of the Chair and Vice-Chair of Planning, Environmental, Amenities and Leisure plus up to four other Councillors and appropriate DMBC representatives..

2324. MOORENDS WELFARE GROUND

The Clerk reported that a request had been received from Doncaster MBC regarding the transfer of responsibility for maintenance of the Wyke Gate Road Play Area to the Town Council.

The Clerk reported that Wyke Gate Park is held by the Town Council on a 21 year lease from 2003 from Doncaster MBC at a rent of £825 pa. This lease expires in 2024. The Council has leased this site since 1974. The Park includes a football pitch, changing rooms, skatepark, and MUGA, as well as the recently constructed play area. The Council

is responsible for the maintenance of the site under the terms of the lease. The current annual budget for the site is £11,000.

In 2009 the Council considered a report regarding a proposal by Doncaster MBC to construct a new play area on the site. This was agreed subject to Thorne-Moorends Town Council being responsible for cleaning and grounds maintenance, but not the cost of repairs. The lease has not been amended to take this change into account.

The Play area includes a basket swing, climbing frame, spinning seats, cable rider, stone tower, and agility adventure trail. There have been problems with vandalism since it was constructed.

The following comments on the proposal were considered:

- It would be more straightforward having single responsibility for repairs and maintenance on this site, rather than the current arrangement.
- The scheme was designed by DMBC staff with the Town council having limited input.
- The offer provides some funding up to the expiry of the lease. It is unclear what Doncaster MBC's intentions are after this date.
- Repairs to equipment tend to be one off costs rather than a consistent sum over a period of years. Any repair funding should be in the form of a lump sum.
- Prior to any transfer I would recommend an independent inspection, with all recommended repairs etc completed.
- The vandalism to date gives some cause for concern about future costs.
- Doncaster MBC provides free safety inspections.
- There may be a small additional insurance cost.

In my view the principle of having a single body having responsibility for this site is sensible. However I am concerned that the funding suggested is inadequate, and should in any case be offered as a ring-fenced lump sum.

RESOLVED: That the Clerk be authorised to negotiate further on the proposal to achieve improved terms, for further consideration by the Council.

2325. HORNETS AND STINGERS

It was reported that further information regarding the above group's annual accounts was awaited.

RESOLVED: That this item be deferred to the next meeting.

2326. MOORENDS WELFARE GROUND

Maintenance

The Clerk reported that correspondence had been received via CISWO giving information on the proposed Doncaster MBC Grounds Maintenance schedules for the Miners Welfares from 1st April 2013. This is largely consistent with the current maintenance arrangement.

Lease/ Ownership

The Clerk reported that he had been in correspondence with CISWO regarding a number of issues associated with the lease, and the future land ownership of the site.

- a. Agreements with Clubs –the Council has agreed in principle to develop longer term agreements with clubs to give them a degree of security, and help them with funding applications. Sub-letting is not permitted in the lease, though CISWO have confirmed that “Tenancies at Will” (which is what had been drafted for Thorne Colliery) are likely to be acceptable. However they would wish to consider them individually.
- b. Exclusive use – CISWO have raised some concerns about parts of the site being used by single sporting clubs – e.g. Thorne Colliery FC, Colliery Cricket Club, and the Bowls Club – as they see it as public open space (this links with their charitable status. However, here is no evidence that they intend to take any further action on this issue, though it is likely that any “Tenancies at Will” would need to allow for usage by other clubs.
- c. Acquisition/ transfer to the Town Council – CISWO would not be in a position to consider disposal until February 2018 when their clawback commitments to the Coal Authority expire. They have also advised that any disposals would be at least at recreational value which they have suggested is around £15K per acre.

Rugby Club

At the Council meeting on 24th July a reduced pitch rate for the Rugby Club was considered to bring them in to line with other users. It was agreed that further discussions would be held to ensure a level of consistency. They currently pay £30 per match for pitch hire.

The current situation with other clubs is as follows:

- The standard pitch hire charge is £30 for adult teams, and £12 for junior teams. This is paid by all users of the 3 pitches to the south of the site.
- Thorne Colliery FC – currently no charge - maintains the number 1 pitch, and has some of their own demountable buildings. The club have recently built dug outs and are maintaining the stand. The Council provide some materials for the club, as well as changing rooms.
- Cricket Club – currently no charge - maintains the cricket square (though not the rest of the pitch). The Council provides changing facilities and demountable building, and some materials.
- Bowls Club – currently no charge - maintain the greens. The Council provide some buildings and materials.

The Rugby Club do not intend to maintain their pitch at present. However they have carried out a number of improvements including additional demountable buildings, new posts and a contribution towards fencing.

The principle that has been established for allowing use of Council facilities at no charge has been that the clubs “self-help” (this also applies to the Canal tavern at Toll Bar). However there is some inconsistency in how much each of the clubs do themselves and all rely on some support from the Council.

RESOLVED that:

1. Pitch fees be suspended for Moorenders Marauders Rugby Club backdated to the beginning of this season to acknowledge their level of self-help.
2. The Clerk develop a scoring system for reduced fees that takes into account the levels of self-help for consultation with the users, and future consideration by Council.

2327. THORNE PUBLIC TOILETS

The public toilets in Thorne Town centre are owned by Doncaster MBC. The Clerk reported that he'd had some recent discussions about their future.

The Green

The toilets at the Green have been cleaned by the Town Council for some years, initially using funding from Cllr Carol Williams members allowance, and more recently through the precept. The cost for 2012-13 is c £3,750.

Doncaster MBC has retained responsibility for maintenance though this has purely been for basic repairs, and the toilets are in a poor condition internally.

There have been discussions about the Council taking responsibility for the toilets following refurbishment. They have had an initial inspection by an architect who has advised that the exterior fabric is largely sound, but that a refurbishment to bring them up to modern standards would cost in the region of £15,000.

Doncaster MBC has also inspected the toilets and has put together a more basic refurbishment proposal which would cost in the region of £3,000. This would include painting and repairs to tiles, lighting etc, but no replacement of the equipment. Doncaster MBC has indicated that these works may be funded through the Councillors' Allowances budget, though this would be subject to the Town Council agreeing to take on future responsibility.

Doncaster MBC has indicated a preference for a lease arrangement rather than an asset transfer.

Memorial Park

The toilets at the Memorial Park have been closed for c 5 years. The disabled toilet next to the café is available for public use, but this is only available when the café is open.

The Clerk reported that he had received a number of comments recently about the lack of public toilets at the park, so had investigated the implications of reopening them.

- b. Despite their lack of use and some vandalism, the toilets remain in reasonable condition, and could be refurbished at modest cost by the Council's in-house staff to put them into a serviceable condition.
- c. In my view it would only be necessary to open the toilets at busy times, which would be say 3 months over the summer and for events. The cost of cleaning would be in the order of £1.5-£2K, and there would be some repairs and maintenance costs.
- d. It is clear that Doncaster MBC have no intention of providing any funding for these toilets, so the initiative would have to be with the Town Council. In my view the toilets were constructed as an integral part of the Park, evidenced by the fact that all the power supplies pass through the toilet block. If the Council wishes to take on responsibility for the building I would suggest this would be as an asset transfer

which would simplify the ownership in the area, though Doncaster MBC has suggested a lease arrangement.

RESOLVED that:

1. The preferred option for the Toilets in the Green is for comprehensive refurbishment, and the Clerk is authorised to hold further discussions with DMBC with a view to identifying additional Capital Resources
2. The Clerk approach DMBC regarding the Asset Transfer of the Park Toilets with a view to them being refurbished and opened by the Town Council for the 2013 summer season

2327. BUNTINGS WOOD LOCAL NATURE RESERVE BYELAWS

The Council agreed at its meeting on 5th April 2011 to designate Buntings Wood as a Local Nature Reserve. To support this a proposed set of byelaws have been developed which are in line with model byelaws produced by DEFRA.

There is a formal process that needs to be followed to introduce byelaws. In advance of this Councils are strongly advised to consult with DEFRA on the wording of the byelaws, and recommended to consult Natural England. This has been done and Friends of Buntings wood have been consulted. All parties are happy with the attached wording.

The formal process is:

- a. Council resolution to authorise sealing by 2 named Councillors
- b. Council resolution to authorise the Clerk to carry out the necessary procedures and to apply to the Secretary of State for confirmation
- c. Signing/ sealing by the 2 named Councillors
- d. Advertising in a local newspaper with a copy of the byelaws available for inspection at the Council Offices for at least 1 month.
- e. Consideration of representations
- f. Submission to DEFRA
- g. Confirmation by Secretary of State
- h. Printing of the Byelaws

RESOLVED: That the Council:

1. Authorises the sealing of the byelaws by the Mayor (Cllr R Durant) and Deputy Mayor (Cllr G Derx)
2. Authorises the Clerk to carry out the necessary procedures and apply to the Secretary of State for confirmation of the Byelaws.

2328. WINNING POST CARETAKERS FLAT

It was reported that following a recent inspection of the Caretaker's Flat at the Winning Post a number of problems were identified that required action in the Council's role as a landlord. The inspection followed a report of a roof leak (that has now been fixed), but other problems were identified

Key areas needed action included:

- a. Collapsed ceiling following roof leak

- b. Black mould in bathroom
- c. Ill-fitting/ missing interior doors
- d. Metal exterior door offering no insulation
- e. Waterlogged cellar causing other damp problems
- f. Redundant oil tank in cellar
- g. Exterior walls requiring repointing
- h. Broken exterior overflows

All these can be Health and Safety issues that impact on the tenant. Some will also benefit other parts of the building.

Some cosmetic issues have also been identified, for example the kitchen and bathroom fittings, whilst serviceable, would benefit from modernisation. However, this is not seen as an immediate problem. In addition decoration/ floor coverings etc are the responsibility of the tenant.

Some problems were also identified with the electric system. This required immediate attention, and has now been dealt with.

A works specification has been drawn up to cover the essential works identified in paragraph 2, and quotations sought. These quotations will be available for opening at the meeting.

The estimate of these works is £10,000, though it is hoped that this will reduce through competitive quotation.

RESOLVED that the works be approved in principle, subject to consideration of detailed quotations and consideration by the Buildings Working Group.

2329. CHRISTMAS EVENT

It was announced that this year's event would be held on Saturday 8th December at Moorends Community Centre. The first Working Group meeting is scheduled for Tuesday 25th September, 7.00pm, at the Assembly Rooms.

End of meeting.