

BRAUNTON PARISH COUNCIL



Minutes of the Property Committee meeting held in the Council Chamber at 3:05pm on Monday 8 November 2021

Present Councillors: E Spear, M Shapland, R Shapland

In Attendance Tracey Lovell (Parish Clerk), Angela Corner (Senior Council Officer)

One member of the public

PR/1/2021/22 **Elect a Chair** There was one nomination, Cllr A Bryant

RESOLVED: That Cllr A Bryant be elected Chair of the Property Committee for the Municipal Year 2021/22.

(NC)

In the absence of Cllr A Bryant, the Chair of Council resided.

PR/2/2021/22 **Receive Apologies and reasons for absence** Cllrs A Bryant, E Wood, D Relph, J Chesters

PR/3/2021/22 **Declarations of Interest** There were none.

PR/4/2021/22 **Minutes** The committee noted that the Minutes of the Property Committee meeting held on 21 September 2020 had previously been approved and ratified by Full Council. The Minutes were approved as a correct record and signed by the Chair.

(NC)

PR/5/2021/22 **Fire Risk Assessments** RESOLVED: It was proposed by Cllr M Shapland and seconded by Cllr R Shapland to recommend to Full Council for the Clerk to:

- i) Appoint West of England Fire Protection Limited to carry out fire risk assessments to the Parish owned public buildings including the Parish Hall and adjoining rooms, offices and work hub. The cost would be in the region of between £400 and a maximum of £1000 (depending on the extent of the report required)

(NC)

PR/6/2021/22 **Parish Hall** The Senior Council Officer explained that only one

quote for the lobby doors had been received at the time of the meeting as contractors needed fire proofing specifications which would affect their quote.

RESOLVED: It was proposed by Cllr R Shapland and seconded by Cllr E Spear to recommend to Full Council for the Clerk, liaising with the Chair of the Committee and Chair of Council, to be given Delegated Powers to appoint a contractor to carry out the work as soon as possible adhering to the fire specifications outlined in the fire risk assessment.

(NC)

PR/7/2021/22

**Committee
Four-Year
Development
Plan**

The committee reviewed year 3 (2021/22) of the plan and discussed a list of maintenance works for the Braunton Museum and Information Centre.

RESOLVED: To recommend to Full Council to:

- i) approve year 3 of the Four-Year Development Plan (attached as Appendix A)
- ii) Carry out maintenance works to the Museum and Information Centre in-house where possible
- iii) Works to museum's external door to be included in next year's budgets.

(NC)

PR/8/2021/22

**Committee
Budget 2022/23**

The committee reviewed the proposed draft Property Committee budget for 2022/23.

RESOLVED: To recommend to Full Council that the draft committee budget totalling £63500 (attached as Appendix B) is incorporated in the overall 2022/23 budget.

(NC)

The meeting closed at 3.45 pm.

.....Chair