



Broadstairs & St Peter's Town Council

COMMUNITY ASSETS COMMITTEE MINUTES

Friday 15 October at 11.30am in the Council Chamber, Pierremont Hall

Present: Cllrs Bailey, R. Binks, R.K. Binks, D. Saunders & M. Saunders

Town Clerk: Kirsty Holroyd

Facilities Officer: David Bassett

310. APOLOGIES FOR ABSENCE

Apologies with reason were received and accepted from Cllr B Bayford. Cllr Savage was absent.

311. DECLORATIONS OF INTEREST

None received

312. MINUTES

Members received the minutes of the meeting held 20th September 2021.

RESOLVED: That the minutes be signed as a true record of the meeting by the chairman.

The following business was undertaken in accordance with the provisions of standing orders 3d, with a resolution made to exclude the public due to the confidential nature of the business.

313. PIERREMONT HALL

a) Members received and considered the report of the Facilities Officer which pointed out the following: -

- The loss adjuster is awaiting final approval from the insurer to start works to reinstate the northern end of the building.
- The asbestos report has come back clear
- We are still waiting to hear from the TDC officer's responsible for CCTV about when will be a suitable time to install a new meter.
- We are still waiting to hear from the electrician about separating out the meters which were water damaged
- The scaffolding will be removed next week
- The legionnaires inspection has been completed

- The parking posts will be installed on 25 October.
- The Facilities Officer would like to appoint one company to take on the annual maintenance and monitoring for the CCTV, emergency lighting, fire alarm and intruder alarm at both Pierremont Hall and Retort house. Having received quotes from three local companies he proposes suing Westgate Security which can provide the service for a total of £2504 per annum to cover both sites.

RESOLVED:

i) That Westgate Security be contracted to carry out these essential functions.

ii) That the rest of the report be noted.

- b) Members received detailed updates following a meeting with the project manager which had taken place the previous day. Some of the issues identified within the fire safety risk assessment report had been raised and discussed. A copy of the report has now been sent to the project manager and his comments will be shared with the committee once they are received. The Town Clerk reported that in the meantime she and the Facilities Officer were working through the checklist elements of the report. The Council's insurer also has a copy.

Cllr Paul Moore entered the meeting 11.45

The refurbishment of the basement (phase III) had also been discussed at length and the project manager will send over his initial suggestions in due course.

- c) Members received and considered a letter from the Council's newly appointed solicitor. The Town Clerk reported that she had notified the solicitor of the inaccuracies within the letter. The solicitor had noted the corrections and confirmed that it did not change the advice given.

RESOLVED: Members agreed to note

Members received the report of the Town Clerk on various options and discussed negotiations.

RESOLVED: That the Town Clerk obtain updated quotes for work on a like for like basis before asking the solicitor to offer a settlement package with the tenant based on the figures obtained.

314. RETORT HOUSE

- a) Members received an update on the UKPN power upgrade from the Facilities Officer who had met recently with the project manager. The project manager had agreed to take a more proactive stance and finalise the project. Councillors expressed concern that he had not done so before and instead seems to have relied heavily on the Deputy Clerk to carry out some technical tasks.

RESOLVED: the Town Clerk will write to the project manager outlining concerns and impressing the urgency of bringing the project to completion.

b) Members considered a response to the tenant. The Facilities Officer reported that he had met with the tenant who was satisfied that everything was being done to bring the project to completion.

315. DATE OF NEXT MEETING

Monday 15 November at 7pm in the Council Chamber, Pierremont Hall

Meeting closed at 12.25 pm

Signed _____

Date _____