

**Minutes of the Meeting of the Properties Advisory Committee**  
**Held in the Council Chamber, Civic Hall on 18th July 2022 at 2:00pm**

Present: Cllr A Powell (Chair), Cllr S Burkitt, Cllr M Harahan and Cllr R Spooner

In attendance: J. Mitchell (Town Clerk), M. Keys (Assistant Clerk), Ronnie Dick (Outside Services Manager), R. Durham, C. Hale

**1. Apologies**

Cllr A. Foster sent her apologies.

**2. Declarations Of Interest**

There were no declarations of interest.

**3. Minutes of last meeting**

Members received and reviewed a copy of the minutes.

It was RESOLVED to approve the minutes as a true and accurate record of the Properties Advisory Committee Meeting held on 13<sup>th</sup> June 2022.

**4. Items for exclusion of the public**

There were no additional items for exclusion of the public.

R. Durham and C. Hale joined the meeting at 2:06pm.

**5. Dronfield Woodhouse Sports & Social Club (DWSSC)**

Members discussed the proposed 2022 Great Fire Of Dronfield, roofing repairs, clearance of rubbish and property inspection.

It was RESOLVED that DWSSC provide an updated risk assessment / map and insurance policy for the 2022 Great Fire of Dronfield ahead of the September Council Meeting and speak with their contractor to request reduced noise fireworks and register the event with North East Derbyshire District Council.

It was RESOLVED that DWSSC email through the quotes they have for the flat roof repair.

It was RESOLVED that DWSSC clear the remaining rubbish from around the back of the club.

It was RESOLVED that a building inspection of DWSSC is to be arranged following the receipt of the certificates requested.

The properties committee thanked R. Durham and C. Hale for their efforts with DWSSC and wished them continued success for the future.

R. Durham and C. Hale left the meeting at 2:30pm.

**6. Lift Maintenance quote**

Members reviewed a quote for preventative maintenance for the lift in office entrance to the Civic Hall.

It was RESOLVED to recommend to Council to accept the quote of £1,385.56 for the brake check and internal car lighting for the main lift and

enquire about the whether the phone line should be analogue and a safety barrier is be supplied by Outside Services for future use by lift technicians.

**7. Maglock at Civic Hall and Gosforth Lodge quote**

Members reviewed a quote for timed access Maglocks to be fitted at both Civic Hall and Gosforth Lodge, as an extension of the current system.

It was RESOLVED to recommend to Council to accept the quote of £1,360.88 for a maglock system to be integrated into the current system at the Civic Hall and a quote for £1,760.23 for a GSM dialler intercom to be installed at Gosforth Lodge to include 10 fobs for each site.

**8. Rialtas Cloud**

Members reviewed a quote for the update of the Rialtas system to a cloud based version.

It was RESOLVED to recommend to Council to accept the quote of £2,484.24 for a cloud based version of the Rialtas system.

**9. Tree Maintenance**

Members reviewed a quote for recommended tree maintenance at Leabrook Valley.

It was RESOLVED to recommend to Council to accept the quote of £3,125 for the high priority tree maintenance in Leabrook Valley pending the revised quote to remove one tree which does not fall within the land owned by the Town Council.

It was RESOLVED to recommend to Council to accept the quote of £2,550 for the medium priority tree work identified in the Leabrook Valley tree report.

**10. Stonelow**

Members reviewed a quote for recommended tree maintenance at Stonelow recommended tree maintenance at Stonelow.

It was RESOLVED to recommend to Council to accept the quote of £8,875 for the tree maintenance at Stonelow.

Members reviewed information and safety requests from Dronfield Town Football Club.

It was RESOLVED the Town Clerk write to Dronfield Town Football Club requesting the safety net previously removed is put back up to resolve any future health and safety issues.

Members received an update on the Schedule of Condition carried out on Stonelow.

It was RESOLVED to note the update.

Members received an update on the solicitor's fees.

It was RESOLVED to recommend to Council to accept the £2,000 fee uplift for the remaining work from the solicitor.

**11. Radar Lock**

Members reviewed a request from a resident to install a radar lock on the disabled toilets at Cliffe Park.

It was RESOLVED to refuse this request due to the baby changing facilities within the disabled toilet needing constant access.

**12. Metal Detecting**

Members reviewed a request from a resident to metal detect on Council owned land.

It was RESOLVED to refuse this request due to metal detecting not being permitted on Council owned land.

**13. Land Registration Quote**

Members reviewed quotes to register four pieces of land owned by the Town Council.

It was RESOLVED to recommend to Council to accept the quote of £1,500 to register the four pieces of land owned by the Town Council.

**14. Deed of Easement Request**

Members reviewed a request to connect an additional property to the drainage system previously agreed in a Deed of Easement on Land on the North Side of Eckington Road, Coal Aston.

It was RESOLVED to recommend to council to grant the request for an additional connection to the drainage system and a variation to the Deed of Easement, with any costs incurred to be covered by the developer.

**15. Bench Signage**

Members reviewed a request for bench signage from Derbyshire County Council.

It was RESOLVED to not use the bench signage within Dronfield.

**16. Winter Maintenance**

Members received an update on the winter maintenance programme for bedding plant areas, from the Outside Service Manager.

It was RESOLVED to note the update and agree that winter bedding plants are not installed during winter 2022 to allow for maintenance to be undertaken.

**17. Hilltop Road**

To receive an update from NEDDC regarding the maintenance of the amenity land at Hilltop Road.

It was RESOLVED to note the update and that the case had been closed.

**18. Meeting Dates**

It was RESOLVED to agree the following dates for the Properties Advisory Committee meetings.

**2022**

- 19<sup>th</sup> September
- 17<sup>th</sup> October
- 21<sup>st</sup> November
- 12<sup>th</sup> December

**2023**

- 16<sup>th</sup> January
- 20<sup>th</sup> February
- 20<sup>th</sup> March
- 17<sup>th</sup> April

**19. Exclusion of the Press and Public**

It was RESOLVED that in view of the confidential nature of the items to be discussed, the committee pass the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 section 1 paragraph 2 & the Local Government (Access to Information) Act (due to the sensitive commercial nature of the issues being discussed).

**20. Lease Review**

To receive an update from the working group.

It was RESOLVED to note the update.

Meeting closed at 4:10pm