

Minutes of the Meeting of the Properties Advisory Committee
Held in the Council Chamber, Civic Hall on 29th September 2022

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), R. Dick (Outside Services Manager)

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 18th July 2022.

4. Items for exclusion of the public

There were no additional items for exclusion of the public.

5. Dronfield Woodhouse Sports & Social Club (DWSSC)

Members reviewed the actions agreed with Dronfield Woodhouse Sports and Social Club (DWSSC) at the July 2022 meeting and any subsequent updates.

It was RESOLVED to recommend to Council to grant permission to DWSSC to hold the Great Fire of Dronfield, subject to all required documentation being received by Friday 7th October.

It was RESOLVED to request the fire service carry out a full fire risk assessment of the DWSSC at the earliest convenience.

It was RESOLVED to request copies of all outstanding DWSSC paperwork following the property inspection.

6. Stonelow

Members received an update regarding the new lease for the cricket/football club and reviewed two resident complaints regarding excessive noise and parking problems in the area.

It was RESOLVED that the complaint regarding excessive noise cannot be taken any further due to the anonymous nature of the complaint.

It was RESOLVED to respond to the resident to make them aware that the Properties committee would arrange individual meetings with the cricket and football clubs. The meetings will address resident concerns regarding matchday parking and also discuss aiming to complete the lease by the end of 2022.

7. Grounds Maintenance Contract Renewal

Members reviewed the upcoming renewal of the grounds maintenance contract.

It was RESOLVED to update the grounds maintenance contract specifications by removing the maintenance of Stonelow from the schedule and requesting a separate quote for the maintenance of the cricket pitch at Dronfield Woodhouse.

It was RESOLVED to put the grounds maintenance contract out to tender to gain three quotes.

8. Changing Places Programme

Members received an update on the proposal of Cliffe Park for the changing places programme. The site does not meet the necessary changing places requirements.

It was RESOLVED to note the update.

9. Dronfield Woodhouse Bowling Club

Members reviewed the planned maintenance for Dronfield Woodhouse Bowling Club.

It was RESOLVED to recommend to Council to approve the planned maintenance for Dronfield Woodhouse Bowling Club.

10. Dronfield Woodhouse Cricket Club Fees

Members reviewed the fees charged for Dronfield Woodhouse Cricket pitch.

It was RESOLVED to review the fees upon completion of the new ground's maintenance contract.

11. Dronfield Market

Members reviewed a request to move Dronfield Market into the Civic Hall from November to December 2022.

It was RESOLVED to recommend to Council to offer Dronfield Market the rate of £20 per hour for the hire of the Civic Hall on a Thursday from November to December.

12. Holmley Common

Members reviewed a tree maintenance request from a resident.

It was RESOLVED to contact the resident informing them that the independent tree surgeon's opinion was that the tree was not interfering with the telephone lines - the original decision will not be reviewed.

13. Civic Hall

Members reviewed a quote for lift maintenance in Civic Hall and a request from the Town Twinning Committee regarding compensation.

It was RESOLVED to send the specification of required work to two other lift companies due to the poor service received from the current provider and gain additional quotes.

It was RESOLVED to contact the Town Twinning Committee and inform them that after careful consideration, compensation would not be offered for the

costs they incurred when hiring an alternative venue due to the Civic Hall being used for the Book of Condolence.

14. Works Depot

Members reviewed the final version of the renewal lease.

It was RESOLVED to recommend to Council to sign and return the agreed lease for the Works Depot.

15. Cemetery Lodge

Members received an update from Saxton Mee on Cemetery Lodge and the installation of a carbon monoxide alarm, following a change in regulations for rented properties

It was RESOLVED to note the update.

16. Removal of EU banner on Beacon

Members reviewed the request to remove the EU banner from the Beacon at Sindelfingen Park.

It was RESOLVED to take this request into account during any required maintenance / refurbishment of the Beacon in the future.

17. First Responders Vehicle Funding

Members reviewed a request from Staveley Town Council to consider a joint approach to funding a first responder vehicle for the local area.

It was RESOLVED, after careful consideration, to not jointly fund the request for a first responder vehicle.

18. Public Right of Way

Members discussed the best approach to registering a public right of way exit, in and out of Cliffe Park.

It was RESOLVED to meet the developer to discuss arrangements for registering a public right of way in and out of Cliffe Park.

19. Stone Wall Repair

Members reviewed a quote for the repair of a stone wall on Sheffield Road and suggestions by a resident regarding maintenance of stone walls.

It was RESOLVED to gain two alternative quotes for the stone wall repair and note the suggestions from the resident for possible future maintenance.

20. Cemetery Toilets

Members discussed the roof and general condition of the toilets within the cemetery.

It was RESOLVED to recommend to Council to close the cemetery toilets indefinitely for health and safety reasons and obtain quotes for renovation of the building into a storage area.

21. Warm Spaces Initiative

Members discussed the warm space's initiative proposal.

It was RESOLVED to recommend to Council to issue a Grant application form to support the warm space's initiative.

22. Bus Shelters

Members were provided with an update on the installation of the new five new bus shelters and discussed the cleaning of bus shelters.

It was RESOLVED to note the update on the bus shelter installations.

It was RESOLVED to obtain three quotes for quarterly cleaning of bus shelters.

23. U3A

Members were updated following a meeting with U3A.

It was RESOLVED to contact the wi-fi and IT provider for an examination of the allocated wi-fi bandwidth for the office and the Civic Hall.

24. Metal detecting policy

Members discussed the adoption of a metal detecting policy applying to town council owned land.

It was RESOLVED to recommend to Council to refuse all metal detecting requests in all parks and on land owned by the Town Council. A metal detecting policy will be drafted for review at the next committee meeting to support this decision.

25. Junior Football Pitches

Members discussed a request to mark out junior football pitches on existing spaces.

It was RESOLVED that the Council will not mark out junior football pitches and recommend Gladys Buxton Fields are used as a possible alternative junior football site.

It was RESOLVED to deal with all Dronfield Town Football Club related requests solely through the named contact at DTFC, not each individual team.

26. Roller Shutter Door Servicing

Members reviewed a quote for a required service of all the roller shutter doors currently in use by the Town Council.

It was RESOLVED to recommend to Council to accept the quote of £1,155 for the servicing of 33 roller doors and request a report on any additional required work for all shutters.

27. Steps from Caenarvon Road to Green Space

To discuss the ownership of the broken wooden staircase on Caenarvon Road.

It was RESOLVED to refer future communications from the public regarding the staircase to Councillor Alex Dale via Derbyshire County Council, as it is believed it falls within his portfolio.

28. Exclusion of the Press and Public

To resolve 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.)

29. Date of next meeting

The next Properties Advisory Committee meeting is set for Monday 17th October.

Meeting closed at 12:49pm