

**Minutes of the Meeting of the Properties Advisory Committee**  
**Held in the Council Chamber, Civic Hall on 17<sup>th</sup> April 2023**

Present: Cllr A Powell , Cllr S Burkitt, Cllr M Hanrahan and Cllr R Spooner.

In attendance: J. Mitchell (Town Clerk) M. Keys (Assistant Clerk) R. Dick (Outside Services Manager) and A. Mott (RFO), C. Hale (DWSSC), L. Hale (DWSSC) and R. Durham (DWSSC) and one member of the public.

**1. Apologies**

Cllr M Foster sent his 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 20<sup>th</sup> March 2023.

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

There were no items for the exclusion of the public.

C. Hale, L. Hale, R. Durham (DWSSC) and one member of the public joined the meeting at 2:15pm

**5. Dronfield Woodhouse Sports and Social Club**

Members met with representatives of the club to discuss several issues.

It was RESOLVED for Dronfield Woodhouse Sports and Social Club to submit copies of the last four years of the accounts, rules of the club, public liability insurance and names and titles of committee members within one month, pending further action.

It was RESOLVED for Dronfield Woodhouse Sports and Social Club to make all outstanding payments by Friday 21<sup>st</sup> April 2023, pending further action.

It was RESOLVED for the RFO to make a recommendation at the next committee meeting regarding the quarterly rent review for Dronfield Woodhouse Sports and Social Club.

It was RESOLVED to write to the committee of Dronfield Woodhouse Sports and Social Club outlining the actions they now need to take and by when.

C. Hale, L. Hale, R. Durham (DWSSC) and one member of the public left the meeting at 3:13pm.

**6. Fire Risk Assessments**

Members reviewed quotes to carry out fire risk assessments for three buildings.

It was RESOLVED to recommend to council to accept the quote of £500 for fire risk assessments to be carried out at Civic Hall, Gosforth Lodge and the Works Depot.

#### **7. Electrical Testing**

Members reviewed quotes for the electrical distribution board testing required in 2023.

It was RESOLVED to seek further quotes for the required work.

#### **8. Classic Lifts**

Members reviewed the cancellation policy for the current contract.

It was RESOLVED to give 90 days' written notice to end the current lift maintenance contract at the end of 2023 and to move to a new supplier as previously discussed.

#### **9. Dyche Lane Footpath**

Members reviewed alternative quotes for repair or replacement of the footpath.

It was RESOLVED to recommend to council to accept the quote of £4,370.88 for repair of the footpath.

#### **10. Gosforth Lodge Booking**

Members reviewed feedback from the caretakers regarding a particular booking within Gosforth Lodge.

It was RESOLVED to give written clarification to the main booking contact that the terms and conditions of the hire must be adhered to.

#### **11. Coal Aston Football Pitch**

Members reviewed a request and offer of help from one of the teams playing football at Coal Aston to apply for FA funding to fix the current drainage issues at the ground.

It was RESOLVED to contact the council's current grounds maintenance contractor to arrange a site meeting to advance the FA funding application.

#### **12. Church Street**

Members reviewed suggestions to stop parking on the grassed area at the bottom of Church Street.

It was RESOLVED to install knee-high fencing on the grassed area at the bottom of Church Street to replace the previous posts.

#### **13. 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.)

Meeting ended at 3:48pm