

**Minutes of the Meeting of the Properties Advisory Committee**  
**Held in the Council Chamber, Civic Hall on 11<sup>th</sup> December 2023**

Present: Cllr S. Burkitt, Cllr G. Baxter and Cllr A. Dale (Chair)

In attendance: J. Mitchell (Town Clerk), M. Keys (Assistant Clerk) P. Duncan (Outside Services Team Leader) and two members of the public.

**1. Apologies**

Cllr M Foster and Cllr P. Jones sent their apologies.

**2. Declaration of Interests**

There were no declarations of interest.

**3. To approve the minutes of the last meeting**

Members reviewed the minutes of the last meeting.

It was RESOLVED to approve the minutes of the last meeting held on 20<sup>th</sup> November 2023 as a true and accurate record.

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

No other items required the exclusion of the public, other than those already identified on the agenda.

**5. Allotments**

Members were provided with an update following the request for copies of the policies and procedures in place and a response to the complaint.

It was RESOLVED to note the update and arrange a meeting with the Chair of the Horticultural Society to discuss the possibility of updating the updating the rules and regulations.

**6. Coal Aston Football Pitches**

Members were informed of the findings of the technical assessment and projected budget for the required drainage work at Coal Aston and discussed the request from Dronfield FC regarding use of the pitches there.

It was RESOLVED to issue a copy of the technical assessment to all members of the committee.

It was RESOLVED to recommend to council not proceed any further at this stage due to the projected costs involved but to keep the matter under review.

It was RESOLVED to inform Dronfield FC of the estimated cost of the required drainage works.

**7. Dronfield Woodhouse Sports & Social Club**

Members were informed that the process to reconnect the electricity and gas was still ongoing and that the Clerk had been contacted by six different local community groups or residents who would be interested in taking on the Sports & Social Club building at Dronfield Woodhouse.

A member of the public was invited to speak by the Chair and they raised concerns regarding a number of issues affecting Dronfield Woodhouse Bowling Club as a result of the Sports & Social Club closing.

It was RESOLVED to create a post on the Town Council website confirming that Dronfield Woodhouse Bowling Club is still open.

It was RESOLVED to recommend to council to delegate the decision to carry out an updated buildings survey and electrical installation condition report of the premises at Dronfield Woodhouse to the Town Clerk in consultation with the Chair of the Properties Advisory Committee before any decisions can be made about the future of the building.

It was RESOLVED to note the update with regards to the reconnection of the utilities to the premises.

One member of the public left the meeting at 2:02pm.

**8. CCTV**

Members reviewed the CCTV Policy and updated DPIA.

It was RESOLVED to recommend to Council to adopt the CCTV Policy and updated DPIA.

**9. Ladders**

Members reviewed quotes to purchase new safety ladders.

It was RESOLVED to recommend to council to accept the quote of £1,158 to purchase four different sets of new safety ladders.

**10. RAAC Surveys**

Members reviewed a quote to carry out the RAAC surveys.

It was RESOLVED to obtain two further quotes for the RAAC surveys.

**11. Business Broadband**

Members were informed that the current provider of broadband to the Civic Hall had been taken over so the current contracted needed to be reviewed as support would only be in place until March. The Clerk also recommended reviewing the other telecoms contracts currently in place to see if contracts could be combined to be under one supplier instead of multiple suppliers.

It was RESOLVED bring back quotes for broadband and other telecoms contracts to the January Properties Advisory Committee meeting with the aim of making recommendation to full council at the February Council meeting.

**12. Bowling Greens**

Members discussed the general maintenance required around the bowling green at Coal Aston and the current arrangements in place with each club.

It was RESOLVED to obtain quotes for replacement wood boards / alternative composite material and bring back to the next Properties Advisory Committee meeting.

**13. Stonelow**

Members were provided with an update following a site meeting with DTFC.

It was RESOLVED to arrange a separate meeting with Coal Aston Cricket Club.

**14. Bus Shelters**

Members reviewed the quote to replace the glass panels with mesh panels in a bus shelter.

It was RESOLVED to proceed with the replacement glass currently on order for the bus shelters due to the cost of the mesh panels.

**15. Civic Hall Terms and Conditions**

Members received feedback on the revised Terms and Conditions from one of the groups using the Civic Hall.

It was RESOLVED to respond to the group to inform them that the wording of the DTC terms and conditions have not changed and that any amendment with regards to the Town Council cancelling bookings would only be in extreme circumstances.

**16. Cliffe Park Café**

Members discussed the service charge for the Cliffe Park Café with regards to increased utility costs and other costs.

It was RESOLVED for the Town Clerk to bring updated figures to review at the next Properties meeting for 2024 onwards.

**17. Date of next meeting**

The date of the next Properties Advisory Committee meeting will be 1:30pm on Monday 15<sup>th</sup> January 2024.

Meeting closed at 2:32pm

