

Minutes of the Meeting of the Properties Advisory Committee
Held in the Council Chamber, Civic Hall on Wednesday 22nd January 2025

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

In attendance: J. Mitchell (Town Clerk), M. Keys (Assistant Clerk) P. Duncan (Outside Services Team Leader)

1. Apologies

Cllr M. Foster sent his apologies.

2. Declaration of Interests

None

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 meeting held on 18th December 2024 as a true and accurate record.

4. Items for exclusion of the public

None.

5. Gosforth Lodge

Members received feedback from a hirer following recent correspondence.

It was RESOLVED to note the feedback and respond to the hirer to inform them that the decision was upheld.

6. Bus Shelter

Members received a quote to remove a damaged bus shelter on Leabrook Road.

It was RESOLVED not to take any action at this time as the bus shelter on Leabrook Road is no longer on a bus route and therefore not in use.

It was RESOLVED to agenda an item about bus shelters to discuss in more details at the May Properties Committee meeting.

7. PAT Testing

Members reviewed quotes for PAT testing.

It was RESOLVED to recommend to Council to accept the quote of £217.80 + VAT for the annual PAT testing.

8. Roller Shutter Door Servicing

Members reviewed quotes for the annual roller shutter door servicing.

It was RESOLVED to recommend to Council to accept the quote of £1,530 + VAT for the annual roller shutter door servicing.

9. Coal Aston Playing Fields

Members received a proposal with regards to Dronfield Town Football Club taking on football pitches at Coal Aston playing fields.

It was RESOLVED to request further details about the proposal and invite a representative from the Club to attend the next Properties Committee meeting.

10. Martyn's Law

Members received an update on Martyn's Law and reviewed the NALC Checklist which had been created.

It was RESOLVED to note the update.

11. Civic Hall

Members reviewed the annual renewal quote for the office IT systems.

It was RESOLVED to recommend to Council to accept the quote of £361 per month for the office IT systems for the next year.

12. Cliffe Park

Members reviewed an update from the service provider regarding sanitary bins.

It was RESOLVED to install improved signage for the sanitary bins and review the situation in three months' time.

13. Coal Aston

Members reviewed a request from the Civic Society to take on the licence to site an amenity object in the Public Highway.

It was RESOLVED to recommend to Council to accept the request from the Civic Society to take on the licence to site an amenity object in the Public Highway in Coal Aston, pending the Civic Society completing the relevant paperwork and covering all associated costs.

14. Land Registration

Members were provided with an update regarding the transfer of two areas of land from NEDDC to the Town Council.

It was RESOLVED to note the update and await further clarity on the second piece of land.

15. 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 commercially sensitive information being discussed).

16. Allotments

Members were provided with feedback from the first committee meeting of Dronfield Allotment Society and reviewed a template lease agreement from the National Allotment Society.

It was RESOLVED to recommend to Council to offer the Dronfield Allotment Society a rent-free period up to April 2026 for all four allotment sites.

It was RESOLVED to make further enquiries with regards to setting rent levels going forwards to include within a new lease between the Dronfield Allotment Society and the Town Council.

It was RESOLVED to pay WaterPlus invoices for the allotment sites until Dronfield Allotment Society have collected the allotment rents for 2025 and the Society is to then reimburse the Town Council for the water payments.

It was RESOLVED to recommend to Council that livestock is not permitted to be kept on any allotment land and to ensure this is reflected within any tenancy agreements with allotment holders.

17. Dronfield Woodhouse Sports & Social Club

Members were informed that the draft lease is with the new tenant, and we are awaiting feedback.

It was RESOLVED to note the update.

It was RESOLVED to recommend to council to pass a resolution to execute the lease for Dronfield Woodhouse Sports & Social Club as a deed, upon final agreement of the lease, and to nominate two councillors to sign the lease on behalf of Council.

18. Date of next meeting

It was RESOLVED to hold the next meeting on Monday 10th February at 1:30pm

Meeting ended at 11:09am