

Minutes of the Meeting of the Properties Advisory Committee
Held in the Council Chamber, Civic Hall on Wednesday 18th December 2024

Present: Cllr G. Baxter, Cllr S. Burkitt, Cllr A. Dale (Chair), Cllr M. Foster 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 informed the committee he would be arriving late to the meeting.

2. Declaration of Interests

Cllr Dale declared a non-pecuniary interest in relation to agenda item 21.

3. To approve the minutes of the last meeting

Members reviewed the minutes of the meeting held on 13th November 2024.

It was RESOLVED To approve the minutes of the meeting held on 13th November 2024 as a true and accurate record.

4. Items for exclusion of the public

To determine what items on the agenda, if any, should be taken with public excluded.

5. Civic Hall

Members received an update on the banner display on the outside of the building.

It was RESOLVED to note the update.

Members reviewed a further request from the market.

It was RESOLVED to recommend to Council to offer the Civic Hall on the first Thursday of each month for the market and ask full Council for a vote on which rate to apply for the booking.

Members reviewed a quote to install the noise limiter.

It was RESOLVED to recommend to Council to delegate the installation of the noise limiter to the Town Clerk in consultation with the Chair, pending further quotes.

Cllr M. Foster joined the meeting at 1:44pm.

Members reviewed a quote to install audio on the CCTV at the Civic Hall.

It was RESOLVED to accept the quote of £323.50 to install audio on the CCTV within the Civic Hall.

6. Church Clock

Members received an update with regards to the church clock.

It was RESOLVED to note the update and defer this item until the January meeting, pending further examination of archived documents.

7. Electric Vehicle

Members reviewed quotes to replace the electric vehicle when the lease ends.

It was RESOLVED to recommend to Council to purchase a second-hand diesel vehicle to replace the electric leased one and delegate the purchase to the Town Clerk in consultation with the Chair of the Properties Committee to a maximum budget of £14,000 + VAT with around 20,000 miles on the clock.

8. Civic Society

Members reviewed requests from Dronfield Civic Society regarding a bequest left to improve Coal Aston.

It was RESOLVED to write to the Civic Society and offer support for bulb planting on land owned by the Town Council in Coal Aston and any other works to enhance and improve the area.

9. Car Parks

Members discussed additional signage for no overnight parking.

It was RESOLVED to purchase and install three signs for no overnight parking in car parks owned by the Town Council.

10. Bus Shelters

Members reviewed the cost to repair or remove the bus shelter on Holmesdale Road.

It was RESOLVED to repair the bus shelter on Holmesdale Road following confirmation from DCC that it was still on a bus route at a cost of £277.

11. Tree Survey

Members reviewed the tree survey carried out at Marsh Avenue.

It was RESOLVED to accept the quote for £420 for the high priority tree work required.

It was RESOLVED to accept the quote for £1,820 for the medium priority tree work required.

12. Dronfield Woodhouse Cricket Pitch

Members discussed recent applications to use the cricket pitch at Dronfield Woodhouse in 2025.

It was RESOLVED to recommend to council to accept the applications from both junior Sheffield teams on the basis that they cover the costs for the maintenance of the pitch, and they also coordinate their fixtures so one team is at home while the other plays away.

13. Benches

Members reviewed a communication from NEDDC regarding the installation of benches and the proposed locations.

It was RESOLVED to request all six benches for Town Council use to install within parks in the town.

14. Cemetery Lodge Roof

Members received a verbal update regarding the condition of the flat roof at Cemetery Lodge following work on the gutters.

It was RESOLVED to obtain quotes to resurface the roof with rubber roofing and bring the quotes back to the next committee meeting.

15. Emergency Lighting & Fire Extinguishers

Members reviewed quotes to carry out work required to the emergency lighting and fire extinguishers.

It was RESOLVED to recommend to Council to accept the quote of £2,801.50 + VAT for the critical work required to the emergency lighting and fire extinguishers.

Cllr A. Dale left the meeting at 2:45pm.

Cllr M. Foster took on the role of Chair for the remainder of the meeting.

16. Gosforth Lodge

Members received an update following the professional cleaning of the extraction fan.

It was RESOLVED to note the update.

17. Land Registration

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

It was RESOLVED to continue to contact NEDDC for an update and defer this item until the next meeting.

18. Exclusion of the Press & 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).

19. Dronfield Woodhouse Sports & Social Club

To provide an update on the progress of the new lease.

It was RESOLVED to note the update and forward on a copy of the draft lease to the new tenant.

20. Gosforth Lodge

Members were informed of issues with a regular booking within Gosforth Lodge, which had been ongoing since 2022.

It was RESOLVED unanimously not to take any further bookings from the group, following several warnings, which had already been given.

21. Land Lease

To provide an update on the lease of land to Dronfield Junior School.

It was RESOLVED to note the update and obtain further details regarding the request for land use.

22. Date of next meeting

The date of the next meeting will be called as and when required

Meeting ended at 2:59pm