

Knutsford Town Council

Town Clerk: Adam Keppel-Green

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Minutes of the Assets and Operations Committee meeting held 13th June 2019 In the Lower Council Chamber of the Town Council Offices

A19/001 Present

Cllrs Coan, Nicholson, Abel, Fletcher, Forbes, Gray, Hamilton Coan and McCulloch.

In attendance: A Keppel-Green (*Town Clerk*) and Cllr Beswick.

A19/002 To receive apologies for absence

Apologies were received from Cllrs Gardiner and Malloy (personal business).

A19/003 To note declarations of members' interests

Cllr Forbes declared a personal interest in A19/011 on the grounds of being disabled.

Cllr Hamilton Coan declared a personal interest in A19/011 on the grounds of requiring a chair for her back condition.

A19/004 Public Participation

No members of the public were present.

A19/005 To note the committee's terms of reference

The terms of reference were noted.

A19/006 To receive and confirm the minutes of the meeting held on 29th April

It was **RESOLVED** to confirm the minutes.

A19/007 To consider a new lease or purchase of the existing council van

It was **RESOLVED** to recommend to Council that the existing van be purchased and that the council's need be appraised annually to ensure it is most cost effective.

A19/008 To consider the future management of 60 King Street

It was **RESOLVED** to exclude the public and press on the grounds of the commercial sensitivity of discussions.

The three options: sale, new lease and direct operation were appraised. The meeting was adjourned for a five-minute recess.

It was **RESOLVED** to dismiss the option of operating the building directly.

It was **RESOLVED**¹ to progress the reletting of the property.

¹ Cllrs Forbes and Gray voted against the resolution.

The meeting was adjourned for a two-minute recess.

It was **RESOLVED** that:

- a) All members send their desired heads of terms for a new lease and general queries to the Town Clerk
- b) The Town Clerk seek advice from the council's solicitors on the same
- c) The Town Clerk obtain three bids from agents for consideration by the committee

The Town Clerk provided an update with respect legal matters in relation to the former tenant and arrangements for gaining vacant possession.

A19/009 To consider the committee budget and spending to date

The budget and spending year to date was noted.

A19/010 To appoint working groups

It was **RESOLVED** to appoint Cllrs Nicholson, Hamilton Coan and Beswick to the Cemetery working group.

It was **RESOLVED** to appoint Cllrs Malloy, McCulloch and Fletcher to the IT working group.

A19/011 To consider the purchase of new meeting room chairs

It was **RESOLVED** to purchase 25 new chairs for the lower council chamber to match the chairs in the Heath and Moor rooms. It was further **RESOLVED** to authorise a budget of up to £850 for the purchase of an appropriate chair for use by Cllr Hamilton Coan.

It was **RESOLVED** to readmit the public and press.

A19/012 To consider the annual asset management report

This item was deferred to the next meeting.

A19/013 To consider the committee's Actions Log

The log was noted.

A19/014 Member questions to the Town Clerk

The Town Clerk responded to a question in relation to the public toilet usage for April, advising that neither he nor Danfo knew why it was notably lower than previous years.

A19/015 To note the date of the next meeting

The date was noted.