

# Knutsford Town Council

Town Clerk: Adam Keppel-Green

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## Minutes of the Assets and Operations Committee meeting held 22<sup>nd</sup> July 2019 In the Lower Council Chamber of the Town Council Offices

### **A19/016 Present**

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

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

### **A19/017 To receive apologies for absence**

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

### **A19/018 To note declarations of members' interests**

Cllr Malloy declared a personal interest in A19/026 on the grounds of having discussed the asset with a number of residents. Cllr Gray declared a personal interest in A19/026 on the grounds of having employed one of the potential estate agents in the past.

### **A19/019 Public Participation**

No members of the public were present.

### **A19/020 To receive and confirm the minutes of the meeting held on 13<sup>th</sup> June**

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

### **A19/021 To consider the committee budget and spending to date**

The budget and spending to date was noted.

### **A19/022 To receive an update from the Council Offices Sub-Committee**

The minutes of the last meeting were noted and the Town Clerk provided an update that the officer decision notice to conclude the public open space disposal process was purportedly imminent.

Cllr Abel stated that he understood Cheshire East Council's policy on asset transfers may be changing under the new leadership; it was agreed that the Town Clerk write to the Leader and seek clarity on the council's position and that asset transfers be considered at the next committee meeting.

### **A19/023 To consider the annual asset management report**

The report was noted.

It was agreed to explore the option of card payment options for the public toilets.

It was **RESOLVED** to recommend to Council that the committee be authorised to pursue a renegotiation of the lease to DANFO to allow the potential conversion and letting of the empty space within the toilet buildings.

**A19/024 To consider works to the Market Hall**

It was **RESOLVED** that:

- a) The front of the market be repainted
- b) The Town Clerk explores options with respect the required drain works with a view to re-sleeving rather than a repair of the dislodged section
- c) The Town Clerk ascertain the cause of the leak from the market roof, why previous repairs have failed and arrange for any necessary repairs
- d) The stained ceiling tiles be replaced and a number of translucent tiles introduced under the roof lights
- e) Options for the floor be explored, including the removal of the vinyl to reveal the concrete floor beneath

and that the Town Clerk arrange for as much work to be undertaken as possible within a budget of £8,000 with the priority indicated above and that any outstanding work be reported to the committee for consideration.

The meeting was adjourned for a five minute recess.

**A19/025 To consider rearranging the council offices to provide a staff room and merging two offices**

It was **RESOLVED** to approve the works and purchases required to merge the two offices and create a staff room.

**A19/026 To consider matters related to 60 King Street**

- a) **To consider the heads of terms for a new lease**
- b) **To consider the appointment of an agent to market the property**
- c) **To consider matters related to the former tenancy**

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

It was **RESOLVED** to defer items A and B pending two further bids from potential agents.

It was **RESOLVED** to request the council's solicitor prepare the requisite notice for the removal of the property left in the building by the former tenant at no cost, and otherwise that the Town Clerk prepare a suitable notice.

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

**A19/027 To consider the committee's Actions Log**

The log was noted.

**A19/028 Member questions to the Town Clerk**

No questions were raised.

**A19/029 To note the date of the next meeting**

The date was noted.