

Knutsford Town Council

Town Clerk: Adam Keppel-Green

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Minutes of the Assets and Operations Committee meeting held 1st June 2020 Online, via Zoom

A19/095 Present

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

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

A19/096 To receive apologies for absence

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

A19/097 To note declarations of members' interests

Cllr Forbes declared a personal interest in A19/099 and A19/108 on the grounds of being disabled. Cllrs Nicholson and Coan declared a personal interest in A19/108 on the grounds of being known to directors of the prospective tenant.

A19/098 Public Participation

No members of the public were wished to address the committee.

A19/099 To receive and confirm the minutes of the meeting held on 17th March 2020

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

A19/100 To consider the committee budget and spending to date

The budget and spending to date was noted.

A19/101 To consider the development of a new council website

It was **RESOLVED** that the Town Clerk redevelop the council website outside his contractual hours within a budget of £450 (paid through payroll) and up to £100 for WordPress plugins and themes.

It was requested that the Town Clerk look to provide an improved members area and the option to submit expense claims via the website. It was also requested that the photo of the council which appears on the *Google* listing for the Town Council be updated.

It was requested that a report be prepared for a future meeting on the demographic breakdown of public views on the council's livestreamed meetings.

A19/102 To receive an update with respect the transfer of the Council Offices

The report on the outstanding issues with the transfer documents was noted.

A19/103 To consider the progression of the works to the empty spaces within the public toilets
It was **RESOLVED** to approve the submission of the discharge of conditions/variation to plans applications subject to querying the necessity of the reduction of new openings at the Bexton Road site with the structural surveyor.

A19/104 To commission the tree survey at the Obelisk
It was **RESOLVED** to commission the survey at a cost of £200.

A19/105 Member questions to the Town Clerk
Cllr Forbes enquired if a response had been received from Danfo with regards their inspection of cleaning standards. The Town Clerk reported he had chased Danfo for a response and would forward it once received.

Cllr Gray suggested the committee consider the installation of a *Changing Places* toilet in the void spaces of the public toilets in place of a commercially let space; Cllr Forbes explained that this has been explored previously but was considered too expensive. It was agreed that the item be placed on the next committee agenda for reconsideration.

A19/106 To consider the actions log
The log was noted.

A19/107 To note the date of the next meeting
The date was noted.

A19/108 To consider an update with respect the granting of a lease at 60 King Street and to approve the form of the lease
It was **RESOLVED** to exclude the public and press due to the confidential nature of discussions.

It was **RESOLVED**¹ to approve the draft and authorise the Town Clerk to finalise the lease with the tenant subject to any changes requested by the prospective tenant being agreed by the committee Chairman and Deputy Chairman and a majority of committee members.

It was **RESOLVED** to commission a condition survey.

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

¹ Cllr Gray abstained from voting.