

Notes from the Meeting of Southwold Town Council Landlords held on 9th December 2021 at 6pm at the Town Hall.

Present; Cllr Jordan, Cllr Flunder, Cllr Sutton
Also, present Town Clerk.

1. **Apologies:** To receive apologies for absence. Cllr Betts, Cllr Windell.

As the meeting was not quorate, no recommendations were made. Members reviewed the updates on property matters as below.

2. **Declarations of interest:**

- a. To receive any declarations of Personal Interest regarding the agenda. Nil.
- b. To receive any declarations of Pecuniary Interest regarding the agenda. Nil.
- c. To receive any request for dispensations regarding the agenda. Nil.
- d. To receive details of any lobbying to members. Nil.

3. **To receive comments from public**

Nil.

4. **Minutes of the previous Meeting** (seen by Town Council)

Minutes seen by Town Council – to be agreed.

5. **To receive update on ongoing property maintenance works since the last meeting and to consider the property repair priorities for 2021.22.**

Property Repair spreadsheet circulated for updates on all property matters.

21 Market Place – Separate electricity meter for the flat is still to be installed. This is being progressed with UKPN and Eco Electrical. Trench will need to be made and courtyard relaid. The shop tenant is asking for consideration to be given to improving the storage areas at the rear of the building – tenant to advise Cllr Jordan what they require.

25 Market Place – Repair survey has been carried out – and discussion has taken place with the tenant about the repairs required. External urgent repairs are to roof, windows and brickwork – whilst internal priority repairs are to the hot water, tiling's, sanitary wear and electrics. The internal repairs are of priority to tenant who asks that these be carried out as soon as possible. Project Manager has suggested that these could be carried out first, with the external works being carried out in the spring once the appropriate planning consent has been received.

13 Station Rd – being advertised for let. Works were delayed and there is discussion taking place between project manager and contractor regarding over run penalty. Some monies have been withheld until this is settled.

7 Hurren Terrace – works will commence in New Year.

1 Strickland Place – planning application being submitted.

2, 4, 6 Strickland Place and Water Tower surveys arranged. Emergency roof repairs have been required at 6 Strickland Place and Council have been advised that the roof might need considerable repair work.

Water Tower – 2 floors of office space will be advertised once survey has been completed.
Water Tower – await survey.

Town Hall – if major works are not to take place imminently, then the property does need decorating – quotes to be obtained.

Town Hall lift – Alternative solutions – following contact with Suffolk Preservation Society one of their contacts has advised that they would be pleased to try and assist in finding a solution to the issues – contact to be made to ask for quote for costs of such a service.

Marshes management – see L and E Nov Confid notes and actions outstanding.

6. **HMLR registrations update** – Solicitors are presently registering area by Links Cottage, Havenbeach and Town Marshes.

Sail Loft have been in contact with a request to place a shed at the far end of the bank to store outside furniture. It was felt that there are other places on the site better suited to having a shed and Cllr Sutton will have a look and report back.

7. **Property management/governance** – Price Bailey are reviewing the options available to Council.

8. **Legal sub cttee** – to consider matters in confidential section of cttee meeting.

It is understood that the tenants of the previous waste site and the marshes behind the allotments will both wish to renew their agreements for a further period. No issues have arisen with either tenant.

9. **Date of next full Landlords cttee**

Note: Discussions above may need to be considered as confidential as appropriate and dealt with in the agenda item below.

Exclusion of Public and Press: Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that, due to the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following:
Property legal considerations, and rental matters-

Chair.....

Dated