

Minutes of Southwold Town Council Landlords Committee meeting held 12th October 2023 at 9.30am at Town hall Southwold.

Present – Cllrs Sutton (Chair of Cttee), Gladwell, Goldsmith, Redington, Wells . And the Town Clerk

1. Apologies: To receive apologies for absence. Apologies were received from Cllr Flunder – Noted.

2. Declarations of interest:

- a. To receive any declarations of Non registerable Interest regarding the agenda. Nil
- b. To receive any declarations of Disclosable Pecuniary Interest/ Other Registrable Interests regarding the agenda. Nil
- c. To receive any request for dispensations regarding the agenda. Nil

3. To receive comments from public. Nil

4. Minutes/ notes of the previous meeting – noted and agreed for signature.

5. Property matters – update of renovation/ maintenance works.

Spreadsheet of work in progress and those required had been circulated to all and discussion took place regarding requirements.

Each property was considered on an individual basis – see report for full details.

1 Strickland Place – it was suggested that fence and garden have some maintenance before photographs are taken to put it on market. Advice being sought as to most suitable method to sell i.e., sealed bids/ open offers etc.

Hurren Terrace Gable end – update noted - project being dealt with by Hub project team. Query raised as to the appearance of the works on the gable end behind 9 H T.

21 Market Place – works to store room – quotes awaited.

Water Tower – quote awaited for cost of maintenance works.

Workshop door – second quote awaited.

New toilet areas – rear of H T – members updated on this project. Await further information from Project Board team as to viability/ scheduling of the works required to carry out this project. It is likely that a structural assessment will need to be made re the walls at the rear of the buildings.

25 Market Place – Hard wiring test had failed – approx. £1600 cost for improvements to pass the test. Approved for recommendation from Landlords Budget - Hard wire test is a compulsory matter.

6. Capital Budget Setting for 2024/2025

Each property reviewed on an individual basis for budget required for 2024 – 2025. Cross reference made to EPC information held for those properties in Phase 1 of the scheduled priority works i.e., HT and St Rd and costs allocated accordingly. Further analysis of costs / monies spent in 2023/2024 will be considered before the cttee forwards final budget requirements.

7. Putting Green – request for extended opening – Putting Green would like to open the café Nov/ Dec as a pilot – instead of closing on 29th Oct this year. Discussion re terms of lease and conditions of opening cafe. Noted that the greens themselves will need to have some maintenance carried out in Feb/ Mch 2024 – but tenants advised that putting green will be open as well as the café so long as the weather is suitable as per rest of the year. The cttee confirms that it would support this request.

8. Date of next landlords cttee meeting. 9th November 2023 at 9.30am

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

9. 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.

Legal Advice Tender for works Rent/lease reviews.

Nil

Recommendation

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