

Draft Minutes of Southwold Town Council Landlords Committee meeting held 26th July 2024 at 9.00am Town Hall Southwold. Rep LL 06.24

Present – Cllrs Gladwell (Chair) , Miller, Redington, Wells and the Town Clerk.

It was agreed by all that Cllr Gladwell be Chair of the cttee.

1. **Apologies:** To receive apologies for absence. Apologies were received from Cllr Flunder and Cllr Goldsmith.
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.
 - 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** – May minutes had been to council - noted and agreed for signature.
5. **Update on repairs and planned works 2024.2025**
Including EPC recommendations. Members went through the property spreadsheet on a line-by-line basis and fully discussed the general repairs that are needed /going ahead.

Next major works will involve decision on gable end works at Hurren Terrace and the extent of the toilet modifications required. Members will visit site to consider the options available and consider whether there could also be store facilities available for new shop.

6. **Grant availability for insulation/ property repairs etc.**
To consider and agree next course of action for grants including UK Shared Prosperity Fund. Funding to be considered for all works required to see if any would be appropriate to apply for.

Progress on Quotes recently approved;

1 Hurren Terrace – repair/ EPC upgrades by Lexden’s. Agreed approx. £10k to carry out spec. required. Most of the works have been completed but the back room is still slightly damp from previous ingress. Therefore, decorating not gone ahead in this room - will need to wait for it to dry out.

Under Arch at Station Road – Contractor B could not give the same level of fire protection. Recommend go ahead with original quote of £3503 plus VAT from Contractor A.

Workshop – works to guttering etc to prevent Water ingress – although it had been agreed to accept C and D quote of £1248.62 plus Vat, many of the guttering works had been completed by volunteers. Quote to be revisited to assess what work still required.

7. **Quote for works**
Nil for the meeting.

8. **Empty Properties** – update.

- Flat above 21 Market Place – it had been agreed to place with East Suffolk lettings. However, a local couple who had looked at it previously, have confirmed that they are now in a position to take it up for rent. Recommend to go forward with their tenancy.
- 7 Hurren Terrace – advertise with a local agent.
- 1 Hurren Terrace – to leave vacant until Gable End works completed.
- Red Cross Hut – await the views of the planning officer re the pre planning application for Red Cross Hut. This could influence a project for the outside area of the Water Tower and possibly influence the letting of the inside too.
- 1 Strickland place – feedback requested on viewings and interested parties.
- New flat on Station Rd – occupancy this week
- **Shop on Station Rd – feedback from various parties who have looked round. Some thoughts around whether there is local demand for a convenience provision at this location as there are competitors within the High Street and at Reydon. Margins on convenience foods might be a challenge. There is still provisional interest though.**
Discussion about whether there is a need to widen the covenant to increase interest – it was agreed to recommend that this not be considered at the present time – but to ask for further information from those who have expressed an interest to see how these progress.

9. **Tenants requests to consider/ Other matters to consider**

Tenant of 13 Station Rd – seem to have some water ingress – initial investigation by Lexden indicate that this might be a lack of chimney capping. Further investigation to be carried out.

Tenant of Town Hall top floor – has mentioned the outside paintwork. Following removal of old guttering, there is a need to fill in the holes left and to redecorate. However, in view of the potential more extensive works on the building, it was suggested that this just be an interim make over, pending full works. Tenant of top floor has offered to arrange – check what they are actually offering to pay for.

CCTV around pier area / north of pier. There have been some incidents of anti-social behaviour on the beach huts and affecting 2 tenants in the vicinity of the Pier. The police have suggested that ESC site CCTV within the Pier car park as this could look over all the areas required in/ around the pier. ESC has been contacted with the request and at this stage it seems that cost might be an issue. Follow up to be made with ESC.

40 A High Street – Digital screen is being ordered. Inside being decorated and electrical tests carried out. Prospective tenants have a licence to remain to sort out stock -lease has been agreed and will be in place for their re opening date – presently 5th Aug but subject to change.

Golf club practice area – tenants do not use the back of this area and advise that it is not now suitable for their use. However, the site let to the tenant is one parcel of land. Existing council tenant farmer to be approached to see if they would be interested in the rear of the site.

10. **Date of next landlords cttee meeting.** TBC

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

11. **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.

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