

Minutes from the STC Landlords Committee meeting

13th July 2026 at 2pm

In attendance – Cllrs Gladwell (Chair), Flunder, Redington and Wells.

AGENDA

1. **Apologies:** To receive apologies for absence. Cllr Miller and Cllr Goldsmith. 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. Cllr Wells re Boating Lake.
 - c. To receive any request for dispensations regarding the agenda. Nil
3. **To receive comments from the public.** Nil
4. **Review Minutes/ notes of previous meeting.** Agreed by all.
5. **Updates on repairs including:**
Casino windows and internal decoration – the windows and decorating are complete apart from some window trims which are still required. These should be completed this week.
6. **Landlords' responsibilities** – These are being carried out as scheduled. Cleaning of guttering to continue to be included within the responsibilities on an annual basis.
7. **Quotes to review** Flat 1 Hurren Terrace – **Quotes received from 2 companies. See Confid details below.**
8. **Other matters**
Enterprise Hub – signage and acoustics – Menta has their planning permission for signage for the units and main Hub. Tenants would like to vary the colours of their own signage to fit with their own branding. After discussion it was agreed that this seemed appropriate – Menta to check their planning permission and advise tenants.
Acoustics – Allman Woodcock are following this up with Mixbrow and would hope to resolve at no cost to STC.

Heating – Flat 21A Market Place – quotes being obtained for new storage heaters for the flat.

Hurren Terrace – Painting of outside – members have reviewed the front of the premises and ask that this be diarised to be reviewed again in the next financial year.

Flat 3 H T Chimney – Flat 3 advise that they sometimes get birds down their chimney – from drone footage there seems as if there might be a hole in the capping. Scaffold/ cherry picker will be erected when works at No 1 take place. Contractor chosen for No 1 to be asked to sort the chimney at the same time. Vent to also be checked. Tenants Advised.

North Parade Shelter – Painting and repairs have been undertaken by ESC. STC has a long lease on this shelter.

Boating Lake Pipe – there was some concern raised about the pipe on the rocks and how this will operate this year if it is required. It was used approx. 6 times in 2025 - Cllr Wells offered to find out more within his connection at the Model Yacht Pond.

Boating Lake events – car show was advertised as taking place on the grass area – as this is a conservation site, there are no inherent agreement in the lease for events of this kind to take place on the land. Details of the event were requested by STC as landlord – but event is understood to have been postponed/ cancelled. Meeting to be held with tenant after summer.

Extractor – Hurren Terrace Units - arrangements have been made for this to be looked at – recommendations/ quotes to follow.

Collen and Clare – Fire improvement works . Jed Gerrel and C And D to meet on site with the tenant to assess how improvements could be achieved.

Station Rd Shop – doors – vandalised. Arrangements made with insurers for replacements. No request has been made for shutters.

9. **Strategic Projects:**

Town Hall – see separate project group notes for the refurb/ historic elements of the project.

Re the need to market – Research has revealed that the planning permission on the ESC website states that the building was to be of a temporary nature. Advise them that as the build is of a temporary nature it will be removed asap. It also appears that the building has previously formed part of a builders yard and that the Fox Trust residential premises on the builders yard site are being used for the residential purpose which the town requires. ESC Planners to be advised that new information has come to light re the history of the building and at the same time to ask them to verify that the marketing details being provided from STC is sufficient for their purposes.

10. **Terms of Reference for this committee – no amendments required. Recommend approval.**

11. **Date of next meeting** – 20th August at 2pm.

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

12. **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.

- a. Legal Advice - Nil
- b. Rent/lease reviews – update; including Golf Club Practice Area and Casino
Golf club practice area – H of T to be drawn up
Casino – 4 applications received and considered. Preferred applicant to be recommended to full council.
Flat 1 H T – quotes reviewed. Recommendation to be made to STC as to preferred supplier.

Recommendations

Terms of Reference for this committee – no amendments required. Recommend approval.

STC Confid.

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Flat 1 H T – quotes reviewed. Recommendation to be made to STC as to preferred supplier – confidential agenda.