

Notes from the Meeting of Southwold Town Council Landlords meeting held on Friday 20th May 2022 at 10.00am at the Town Hall.

Present – Cllrs Jordan, Betts and Windell. Also the Town Clerk.

As the meeting was not quorate, those present received an update on the works being undertaken.

Agenda

1. **To elect a chairperson for the committee for 2022.2023** – to move to next meeting.
2. **Apologies:** To receive apologies for absence. Apologies from Cllr Flunder and Cllr Sutton.
3. **Declarations of interest:**
 - a) To receive any declarations of Personal Interest regarding the agenda. N/a
 - b) To receive any declarations of Pecuniary Interest regarding the agenda. N/a
 - c) To receive any request for dispensations regarding the agenda. N/a
3. **To receive comments from public** - Nil
4. **Minutes of previous meeting – April 2022** – to approve and to consider outstanding matters not dealt with below. To carry forward to future meeting.
5. **Property matters – update of renovation works including;**

The Town Clerk had updated the spreadsheet of works and those present reviewed these on a line-by-line basis.

25 Market Place – recommend that price be obtained from North and Hawkins to project manage the next stage of the renovation works required.

Flat 21a Market Place – recommend that the works required by UKPN to dig trenches and separate the electricity supplies between the flat and the shop be given the go ahead at a cost of £9865.20.

1 Strickland place – recommend that North and Hawkins draw up a specification for the works required to adapt premises as per agreed planning permission to enable cost of works to be ascertained through tender process.

2 Strickland Place - recommend that North and Hawkins be asked to provide costs for tendering and project managing the various works required on the exterior of this property – (in budget for 2022 -2023).

6 Strickland Place - recommend that tenders be sought for the repair of the roof as per recent survey.

Unit 7 Hurren Terrace – costs to be ascertained to provide a disabled toilet facility as approved in the March 2022 council minutes.

Unit 9 Hurren Terrace – electrical and fire outstanding works - tenant to be advised that these need to be carried out within the next 4 weeks.

Town Hall – cost for decorating to be chased.

Water Tower area – outside perimeter to be cleared (Bees and Trees to be asked for costs) and 2 old sheds to be removed. Designs to be considered for new units to be installed outside- Chaplin and Farrant designed the new premises on the Lowestoft promenade and they to be asked to quote, along with local professionals.

Casino – Pump and tank works to be assessed – ESC to be approached to incorporate Gun Hill Café into any longer-term sustainable solution for drainage. Building regs might require improved heating within these premises by 2025. Tenants asked for their potential interest in a facility within the new Enterprise Hub to be noted.

Rope Walk Chambers – survey has been undertaken on one of the potential chamber areas – survey to be requested on the second one too.

6. **Date of next full landlords cttee meeting** – to be agreed.

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.

Tender for works Rent/lease reviews

Various rent reviews outstanding – NPS to be asked to carry out in order that council can then consider the way forward on these.

Lease negotiations on leases due for renewal are continuing.

Recommendations

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