



## **Minutes of the Meeting of Southwold Town Council Landlords Committee held on Tuesday 25<sup>th</sup> January 2022 at 9.30am at the Town Hall.**

**REP L/L 01.22**

**Present; Cllrs Jordan, Betts, Flunder, Sutton.**

### **Minutes**

**1. Apologies:**

Apologies were received from Cllr Windell.

**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*

**3. To receive comments from public - *Nil***

**4. Minutes of previous meeting – Dec 2021.** These have been to Council. All outstanding matters dealt with below.

**5. Property matters – update of renovation works including. See updated landlords Spreadsheet including:**

- *7 Hurren Terrace* - Maintenance work update – Cllr Jordan advised that having visited the property and works on site it is suggested that extra plastering be carried out on an area which had not been included within the tender quote – at a cost of £10k for the additional works. The cttee consider that this will finish the property off to a high standard and they would like to seek agreement to this by council. Additional fire works have had to be carried out to ensure the fire regs are adhered to for the properties that adjoin no 7 Hurren Terrace. **Recommendation – that additional plastering be approved at a cost of £10k**
- *1 Strickland Place* – planning application has been submitted.
- *25 Market Place* – Project manager is liaising with tenant regarding convenient timings for maintenance works. These will be carried out in 2 phases – 1) Inside/outside priority works not requiring planning permission. 2) Works requiring planning application. See Jan 2022 minutes.
- *13 Station Road* – tenant moving in Feb 2022.
- *21 Market Place* – See Jan 2022 minutes
- *Water Tower* – 2 floors of office space will be advertised once survey detailing the priority works required has been considered .
- *Town Hall* –quotes being obtained for ground floor and stairwell redecoration.
- *Town Hall lift* – See minutes Jan 2022.

6. **HMLR registrations update** – Solicitors are registering area by Links Cottage, Havenbeach and Town Marshes.
  
7. **Capital Budget 2022-2023**  
 Town clerk provided summary of priority property repairs showing how these had been incorporated within the Council 3 year capital budget. These include works at; 25 Market Place, 21 Market Place, 2 Strickland Place, 6 Strickland Place, Water Tower and Boating Lake. Projects not yet allocated within the 3 year budget include conversion of 1 Strickland Place, Town Hall disability works, Red Cross Hut, additional funding for restoration of Boating Lake (above that included within budget), and any additional asset purchases. Investment at Boating Lake will need to be considered in line with governance arrangements required for loan application and a review of Council capital budget. £20k to be added to the budget for updating outside at Water Tower.  
 Consideration will need to be given to the financing of these projects – Finance cttee to consider and advise.  
 Station Road redevelopment project falls outside of this capital budget, as a stand alone budget.
  
8. **Property management/governance** – Price Bailey are considering the options available to Council. Chased for their proposals.
  
9. **Legal sub cttee** – to consider matters in confidential section of cttee meeting.
  
10. **Date of next full Landlords Cttee** – Wednesday 23<sup>rd</sup> February 2022 at 9.30am

**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 Bodied (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.  
 Rents/lease reviews

Chair.....

Dated .....