



## **Minutes of the Meeting of Southwold Town Council Landlords Committee held on Wednesday 23<sup>rd</sup> March 2022 at 10.30 am at the Town Hall.**

**REP L/L 03.22**

**Present; Cllrs Jordan, Betts, Windell.  
Also present the Town Clerk**

### **Minutes**

**1. Apologies:**

Cllrs Flunder and Sutton

**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. *Cllr Windell re Red Cross Hut*
- c) To receive any request for dispensations regarding the agenda. *Nil*

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

**4. Minutes of the previous meeting – Jan 2022.** These have been to Council. All outstanding matters are dealt with below.

**5. Property matters – update of renovation works including;**

- ***Flat 21a Market Place*** - see attached recommendation regarding power meter.
- ***1 Strickland Place*** – see attached recommendation re refugees
- ***25 Market Place*** – see attached recommendation re tea point
- ***Unit 7*** – see attached recommendation re disabled toilet facilities
  
- ***6 Strickland Place*** – survey of works required has been received. This is to be discussed with the tenant
- ***2 Strickland Place*** – works discussed with the tenant. Quotes are being obtained to enable timings to be agreed for works to go ahead.
- ***4 Strickland Place*** – survey received to establish priority repairs
- ***7 Hurren Terrace*** – Rent being assessed for a shared house or a family
- ***11 Station Road*** – Tenant to advise the requirements so that quote can be obtained.
- ***21 Market Place*** – await drawings from tenant
- ***Water Tower*** – see Jan 2022 minutes. Re outside improvements – chair of landlords to visit the site to see what is in place and what might be able to be provided. More sheds – these could be painted as beach huts and made to look attractive.
- ***Boating lake improvements*** – being discussed with tenant in conjunction with NLF application.
- ***Town Hall*** – quotes being obtained for ground floor and stairwell redecoration.
- ***Landlords checks*** – being carried out post Covid

**6. HMLR registrations update** – Solicitors are registering area by Links Cottage, Havenbeach, and Town Marshes.

7. **Capital Budget 2022-202** - See Finance Minutes March 2022.
8. **Property management/governance** – Price Bailey is considering the options available to Council.
9. **Date of next full Landlords Cttee** – to be agreed

**Note: Discussions above may need to be considered 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.

Rents/lease reviews – see confidential landlords notes of 23<sup>rd</sup> March 2022

Chair.....

Dated .....

			<b>Recommendation</b>
<b>25 Market Place</b>	undertake refurb of existing tea point at ground floor level and one element of external temp repair where East Street roof abuts the adjoining building	Budget £15,000.	<b>tender received £12825.68 plus vat – a recommendation to council to accept and proceed</b>
<b>Flat 21 Market Place</b>	Electricity - fuse box is in flat, but the meter is in shop - new cable needs to go in from the spur at the back - need to do this as a separate project	works being actioned	<b>New meter - Costs £2191.20 plus vat Recommend to council that this quote be accepted and the works progressed</b>
<b>1 Strickland Place</b>			<b>Recommend that council look into the possibility of this property being made available to refugees for 6 months</b>
<b>Unit 7</b>	potential to add wash/toilet area	Fit-out approx. £11250 depending on spec - new door approx. £2250	<b>Recommend to council that a disabled toilet facility be provided for this unit - by utilising space near the entrance door to flat 7. Costs to be ascertained.</b>