

**Minutes of the Meeting of Southwold Town Council Landlords Committee
held on Thursday 22nd June 2023 at 9am at the Town Hall.**

REP LL / 2.23

Present; Cllrs Flunder, Gladwell, Goldsmith, Redington, Sutton and Wells and the Town Clerk.

1. **Chair of Cttee 2023.2024** – *to elect a Chair of the Cttee for 2023.2024.* On the proposal of Cllr Wells, seconded by Cllr Gladwell it was agreed to elect Cllr Sutton as Chair for 2023-24. All agreed.
2. **Apologies:** *To receive apologies for absence.* There were no apologies for absence.
3. **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 Gladwell declared a disclosable pecuniary interest re 6 Strickland Place.
 - c. *To receive any request for dispensations regarding the agenda.* Nil.
4. **To receive comments from public**
Nil.
5. **Minutes/ notes of the previous meeting – noted** *(and see attached).*

Cllr Sutton left the meeting a 9.30am. Cllr Flunder was elected Chair for the remainder of the meeting.

6. **Property matters – update of renovation/ maintenance works including; ****
The repair schedule was discussed on a line-by-line basis with regards to all properties in the STC portfolio.
Specific reference was made to;
25 Market Place – update on timescales for completion of external works. All works are ongoing. Completion due June/July. STC will need to sign off when advised to do so by Project Managers.

Marshes – update on works required. Hopefully this will be established by mid-September.

Surveys – landlords responsibilities including Fire/EPC ratings. To be considered at the next meeting. Flat 21 Market Place – Listed Building and as such there are building constraints re fire doors etc. Advice being taken from Fire Officer and Building Inspectors.

Flat 7 Hurren Terrace – is being marketed for rent as Adnams no longer wish to use the property for employee co sharing. Further consideration to be given to best opportunities for this property.

7. **Council Assets** - map of all council property assets to be produced.

8. **Date of next landlords repair cttee meeting.**

9. **Legal sub cttee – membership, and date of meeting.** Monday 3rd July 2023 at 9am.

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

10. 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.