

Minutes of the Southwold Town Council Landlords Committee meeting held on 31st August 2023 at 9.30am at Town Hall Southwold

Present

Cllrs Gladwell, Reddington, Wells (Acting Chair of cttee),

And the Town Clerk

1. Apologies – were received from Cllrs Flunder, Goldsmith and Sutton
2. a) Declarations of non-registerable interest – *Nil*
b) Declaration of Disclosable Pecuniary Interest – *Nil*
c) Requests for dispensation – *Nil*
3. To receive comments from public – nil
4. Minutes/ notes of previous meeting – agreed by all.
5. Property matters – update of renovation and maintenance works

Spreadsheet of works in progress and those required had been circulated to all and discussion took place regarding the requirements. No recommendations.

Spreadsheet of works relating to landlords' responsibilities shown to all members – noting those properties where landlord's inspections are required.

The cttee will concentrate on all the landlords' responsibilities including EPC and fire, at the properties at Station Rd/ Hurren Terrace in the first phase. Cttee to review the EPC recommendation for the upgrades required at these properties as soon as the reports are available.

Cttee to note the need for EPC exemption to be applied for on the listed properties – where it would not be possible to bring the properties to the standards required.

6. 7 Hurren Terrace – await response from ESC as to what recommendations they would make regarding this property and its possible capacity.
7. Quotes for works to consider;
Fire extinguisher / alarm works are being carried out at Waer Tower as required by recent reports. Fire extinguisher works £530.34 agreed by all.
Workshop door needs replacing – one quote received. Another quote to be obtained.

Boiler services are being carried out as required.

Flat 9a bathroom improvements/ repairs as previously discussed – leaks caused concern for tenant below. This work is being carried out. Cost in region £4500.

Casino – leaks in windows in heavy rain – emergency repairs carried out by C and D.

Tenant 21 Market Place reported roof leak in driving rain – tenant asked to advise office of specific roof location – main roof or store roof?

8. Date of next Landlords cttee meeting – 12th October 2023 at 9.30am