

**MINUTES OF THE MEETING OF THE BUILDINGS AND ASSETS COMMITTEE
OF TRING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, THE MARKET
HOUSE, TRING ON MONDAY 4th JULY 2016 At 8.00 pm.**

Present: Councillors: Mrs O. Conway (Chairman)
J. Bowden
M. Hicks
P. Hills
C. Townsend
G. Wilkins (Ex Officio)

Also present: Cllr S. Hearn
Cllr Mrs P. Hearn

Mr M. Curry (Town Clerk)
Mrs D. Slade (Deputy Clerk)

18350. APOLOGIES

None

18351. DECLARATIONS OF INTEREST

None

**18352. TO CONSIDER POSSIBLE WORKING PARTIES/SUB-COMMITTEES OF
THE COMMITTEE**

RESOLVED: Not to establish any working parties or sub-committees

**18353. TO CONSIDER POSSIBLE CO-OPTION OF NON-MEMBERS TO THE
COMMITTEE & WORKING PARTIES**

RESOLVED: Not to co-opt any non-members

**18354. TO CONFIRM THE MINUTES OF THE BUILDINGS & ASSETS COMMITTEE
MEETING HELD ON 25th APRIL 2016**

RESOLVED: To accept the Minutes as presented and for the Chairman to sign them

18355. MATTERS OF REPORT FROM THE MINUTES

- A meeting has been arranged with James Doe, Assistant Director Planning, Development and Regeneration Dacorum Borough Council and appropriate Officers to discuss planning considerations with regard to Bulbourne and Market Square in order to identify possible future uses
- Recommendations arising from the Playground Inspection are being assessed and actioned
- Recommendations arising from the Fire Inspection are being assessed and actioned

18356. CHAIRMAN'S COMMUNICATIONS

The Clerk gave details of the Community Garden Working Party on the July 10th

18357. PUBLIC PARTICIPATION

No members of the public present

18358. APPLICATION TO USE CHURCH SQUARE

The Clerk explained that a request had been received to use Church Square; he outlined the current practice with regard to permission and the covenant on the use of Church Square.

- RESOLVED:** (i) To refuse the request but offer the Market Square
(ii) That the Clerk presents a draft policy on the use of Church Square at the next meeting

18359. ACCESS TO BULBOURNE ALLOTMENTS

The situation with regard to car parking at Bulbourne Allotments was discussed.

- RESOLVED:** (i) The Clerk to seek legal advice to prevent the unintended granting of rights of access
(ii) Following (i) reissue the parking agreement to those eligible with a condition that details of vehicle registration number(s) are provided
(iii) That any allotment licence granted to residents of 1 Myrtle Cottages be accompanied by an exchange of letters with regard to access

18360. APPLICATION TO USE POND CLOSE

An application to use Pond Close for exercise classes was discussed. Members, whilst welcoming the potential use of the open space, were apprehensive that the local environment i.e. the proximity to the senior citizens' dwellings and the amount of space needed was unsuitable for such a use.

RESOLVED: To grant permission for the classes for a trial period

18361. LOCAL COUNCILS' DOCUMENTS AND RECORDS

The National Association of Local Council's guidance on the retention of documents was circulated prior to the meeting. The Clerk explained that:

- The Council probably held an excess of documents relative to the guidance but before disposing of any records advice would be sought from the Tring & District Local History and Museum Society
- Documents relating to the Council's properties had been collected for a review in order to ensure completeness and accuracy e.g. land registrations following the local authority reorganisation in 1974

RESOLVED: Noted the need for the work to be undertaken

18362. RESPONSIBILITIES OF COUNCILS AS LANDOWNERS

The National Association of Local Council's guidance on the responsibilities of Councils as landowners was circulated prior to the meeting. The Clerk highlighted the steps currently being taken with regard Bulbourne Grasskeep and Market Square in relation to item 2(vi) of the guidance to ensure best use of the Council's assets.

RESOLVED: Noted the guidance

The meeting closed at 8:57 p.m.

Chairman