

**MINUTES OF THE MEETING OF THE BUILDINGS AND ASSETS COMMITTEE
OF TRING TOWN COUNCIL HELD AT THE COUNCIL CHAMBER, THE
MARKET HOUSE, TRING ON MONDAY 6TH FEBRUARY 2023 AT 8.15 pm**

Present: Councillors: P. McDowell (Chair)
R. Hollinghurst
P. Hearn
N. Nutkins

Also present: Cllr B. Patterson (Attending as an observer)
Cllr K. Baker (Attending as an observer)
Mrs L Housden (Town Clerk)
Ms C. Murray (Deputy Town Clerk)

21299. **APOLOGIES**

Cllr. R. Ransley (Prior Engagement), Cllr C. Townsend (Unwell), Cllr S. Wilkie (Unwell)

RESOLVED: Proposed Cllr Hearn, seconded Cllr Hollinghurst. To accept the apologies for the reasons given. Unanimously agreed.

21300. **DECLARATIONS OF INTEREST**

None.

21301. **TO CONFIRM THE MINUTES OF THE BUILDINGS & ASSETS
COMMITTEE MEETING HELD ON 10th OCTOBER 2023**

RESOLVED: Proposed Cllr Hollinghurst, Cllr Hearn seconded that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman Unanimously agreed.

21302. **MATTERS OF REPORT FROM THE MINUTES**

Nothing to report.

21303. **CHAIRMAN'S COMMUNICATIONS**

Nothing to report.

21304. **PUBLIC PARTICIPATION**

No members of the public were present.

21305. **TO RECEIVE UPDATES ON PROJECTS INVOLVING COUNCIL
PROPERTIES AND TO CONSIDER ANY ISSUES SUCH AS
MAINTENANCE WITH REGARD TO COUNCIL PROPERTIES**

(i) The Market House, 61 High Street, Tring HP23 4AB and Information Centre

- The revised tender for the Market House Works was advertised on 9th January and the closing date for quotes to be received is Noon on 13th February 2023.

(ii) Church Square, High Street, Tring

- Friday Market is continuing to take place as normal.
- The flower bed repairs are now complete and the bed has been replanted ready for the warmer months.
- The bollards could do with repainting soon. Cllr Hearn emphasised that this should be done sooner rather than later.
- Cllr Hearn also felt the bus shelters at Mansion Vista and Church Square need cleaning, and asked if the Town Warden could clean them. She pointed out that there should be regular routine maintenance of these.

(iii) Mansion Vista, land adj. Memorial Garden, High Street, Tring

- Nothing to report.

(iv) Market Place, Brook Street

- Used by Farmers Market (2nd and 4th Saturdays).
- The rat treatment has finished and there have been no sightings of rats on council land to date. The Town Warden has concreted inside the electric cupboard on the Market Place to prevent future access as the rats appear to have been using that as a shelter previously.

(v) Nora Grace Hall

- The Town Warden has been cutting hedges and keeping the outside tidy.
- There was graffiti on the Nora Grace Hall building on 23rd January, the town warden removed that the same day using special wipes.

(vi) Pond Close (North)

- Regular monitoring of playground equipment.
- The annual inspection has been booked.

(vii) New Mill land off Icknield Way

- Meadow Brook – regular litter pick and routine maintenance.
- Chapel Meadow –regular monitoring of worn surfaces and the annual inspection has been booked.
- A meeting is planned with a representative of the ATC regarding the renewal of the lease, as previously agreed.

(viii) Bulbourne Land

- All allotment tenants have now left their plots.
- The conditional contract is awaited from DBC solicitors.

(ix) Duckmore Lane land

- Allotments – There have been a number of security breaches reported at the allotments. The wooden fence is slowly being replaced with a hedge.
- Millennium Wood and meadow – Nothing to report.
- Grass keep – is being grazed.

(xi) Old School Yard

- A contractor has been appointed to replace Tarmac damage and the work has now been completed.

RESOLVED: Proposed Cllr Nutkins, seconded Cllr Hollinghurst. To note the updates and to highlight the maintenance required of the bus stops and bollards on Church Square and Mansion Vista. Unanimously agreed.

21306. **SALT BINS**

The committee were asked to consider if they would like to propose to Hertfordshire County Council some potential locations for additional salt bins in Tring.

Cllr Hearn suggested the Town Warden investigate the current salt bins and report which ones need repairs. It was also felt it would be useful to have a map of what bins we do have.

RESOLVED: Proposed Cllr Hearn, seconded Cllr Hollinghurst. To further investigate, as above. Unanimously agreed.

21307. **EXCLUSION OF THE PRESS AND PUBLIC**

A resolution was considered that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded during the following items of the agenda for this meeting because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business.

RESOLVED: Proposed Cllr Hearn, seconded Cllr Hollinghurst. To exclude members of the press and public. Unanimously agreed.

21308. **WINDOW CLEANING AT MARKET HOUSE**

The committee were asked to consider if they wished to have the existing company clean the Market House windows inside and out.

RESOLVED: Proposed Cllr Hearn, seconded Cllr Hollinghurst. To invest £90 every 6 months to have windows cleaned inside and out. Unanimously agreed.

21309. **LEASE OF 1ST FLOOR OFFICE THE MARKET HOUSE**

A copy of the new lease, rent deposit deed and a summary of the terms were circulated ahead of the meeting for consideration.

RESOLVED: Proposed Cllr Hearn, seconded Cllr Nutkins. To approve the new Lease and Rent Deposit deed and authorise the execution of the documents with the use of the Council seal. Unanimously agreed.