**Minutes of the Extraordinary Assets Management Committee Meeting**

**Held at the Civic Hall, Uppermill on Thursday 14th December 2023**

There were present: Cllr G Sheldon (Chairman)

 Cllr B Beeley

 Cllr L Thompson

 Cllr L Dawson

 Mrs K Allott – Clerk to the Council

**706. Apologies for Absence –** Cllr K Phillips, Cllr P Gaul, Cllr D Wall, Cllr M Birchall

**707. Declarations of Interest –** None declared.

**708. Fire Risk Assessment Review quotes**

The Clerk advised that she had received 3 quotes for replacing the window in the lower hall underneath the fire escape with a fire proof aluminium frame and fire proof glass.

Palm Development £3940 plus vat; Randersons £3100 plus vat; Rowan Ashworths £3800 plus vat.

After some discussion it was agreed to offer the work to Randersons. Proposed Cllr Beeley, seconded Cllr Dawson, all in favour.

The Clerk advised that she had received quotes for the replacement of the double doors into the lower hall with fire doors and glazed panels.

A couple of options were available, and after discussion Councillors agreed that the standard off the shelf fd30 fire doors and side panel glazed would be the best and most cost-effective option. It was agreed that the glass must be frosted and wired. Quotes for this type of door were received from Rowan Ashworth £2610 plus vat; Randersons £2300 plus vat. Both these quotes were subject to the pyro glass costs and may be slightly different. After some discussion it was agreed to offer the work to Randersons. Proposed Cllr Beeley, seconded Cllr Dawson, all in favour.

The Clerk also explained she had received two quotes for other works across the Civic Hall to ensure we were compliant with fire regulations. Rowan Ashworths £2383 plus vat, Randersons £1800 plus vat. After some discussion it was agreed to offer the work to Randersons. Proposed Cllr Beeley, seconded Cllr Dawson, all in favour

**709. Car Park Wall**

Cllr Sheldon explained we had received quotes to rebuild the wall so far which were very expensive; around £40, 000 plus vat. He suggested another, less expensive option might be to fit steel frames behind the existing wall to support it. A structural engineers build report would be required to enable builders to quote on this. After some discussion it was agreed he would approach Matt Cocking, arrange to meet him at the Hall and ask him to prepare the report at a cost of £300. Will aim to have more information to share at the next Assets meeting in January.

**710. Austerlands Bus Shelter additional work/signage**

The Clerk explained that since the builder had rebuilt the shelter utilising the existing roof structure, she had been informed that parts of the roof fascia were actually rotten and would need replacing. Councillors discussed this and were disappointed that the builder hadn’t advised us that the roof was partly rotten at the time and just put it back up. They have quoted an additional £1998 plus vat to replace. It was agreed 2 other quotes would be requested and gave permission for the clerk to accept the best value one so this could be done in a timely fashion.

An email had been received form the Scouthead & Austerlands Committee who have kindly offered to replace the signs which were damaged in the accident free of charge. Councillors agreed to accept their offer and the Clerk will ask them to go ahead with making them, but not to fit them until the roof has been repaired/replaced.

**711. Cemetery Inspection**

The Clerk wished to note the £615 total cost for the 5 yearly inspection by a specialist contractor. This was over her remit of £500 as 21 graves had been identified as requiring support, which was more than anticipated. Noted and agreed by the Committee.

 **Date and time of next meeting – Monday 15th January 2024 at 10.30am**