

Freckleton Parish Council

Minutes of the Fabrics Committee Meeting held on Monday 28th June 2010

Present: Councillors Mrs. M Dowling, Mrs M Foster, St J Greenhough, P Quinn and C Robb.

1) Apologies.

Councillors L Rigby and Mrs. S Delany – Other meetings

It was resolved that the reason for absence should be accepted

2) Declaration of Interest.

All members present declared an interest in the Rawstone Centre.

3) To approve the minutes of the meeting held on 17th May 2010

It was resolved that the minutes of the meeting held on Monday 17th May 2010, previously circulated, be approved and signed by the Chairman

4) To review the lease agreements for the Council owned buildings

A discussion took place regarding the buildings leased out by the Council which include the Band room, Scout room, Guide room, Bowling room and the Rawstone Centre. It was recognised that the Council wish to continue to support the organisations, but felt that more self help should be provided by the organisations themselves.

Please see attached Appendix A which documents the recommendations made at the meeting.

There being no further business the Chairman closed the meeting.

Signed Councillor C Robb

Date.....05/07/2010

Recommendations

The following Buildings are leased out by the Council:-

- Band room
- Scout room
- Guide room
- Bowling room
- Rawstone Centre

All buildings would have the same format of lease covering the following issues:-

Amount of Peppercorn rent

It was recommended that this should be an open issue and should be reviewed annually

Maintenance

The Parish Council would be responsible for the maintenance of the following:

The buildings walls, roofs, windows, doors, guttering, exterior painting and the all weather surface area.

The lease holders would be responsible for the maintenance of the following:

The buildings electric wiring, sockets, gas supply, external fitments such as the bowling green and floodlights, cricket practice nets, security cameras, lights, internal structure and fittings including interior decorating, kitchen fitments, appliances, furniture, electrical fitments, small appliances, carpets and other floorings, repairs to internal pipes and the general tidiness of the interior and exterior areas.

Insurance

The Parish Council would be responsible for insuring against Public liability.

The lease holders would be responsible for insuring against fire and accidental damage to the buildings, and for contents.

Inspection of Gas & Electric Fitments

Certificated inspections should be carried out regularly to meet the current regulations, and all safety/security measures including security alarms, fire alarms and extinguishers should be carried out regularly. The lease holders would be required to provide the appropriate documentation to the Parish Council to confirm that all relevant inspections have taken place.

Utility Bills

The lease holders would be responsible for paying gas, electric and water bills.

Notes

All sub-letting should be approved by the Council.

The lease agreement is to be signed on behalf of the current organisation and their successors.