



CITY OF ELY COUNCIL
ASSETS & ACQUISITIONS COMMITTEE

MINUTES OF A MEETING
HELD ON MONDAY 16th JANUARY 2017 AT 6.30 PM

PRESENT:

The Mayor – Cllr I Lindsay
Cllr A Arnold
Cllr A Whelan

Cllr R Hobbs
Cllr S Austen

Cllr M Rouse
Cllr C Phillips

Cllr P Moakes
Cllr C Whelan

1. APOLOGIES

Apologies were received from Cllrs Every and Yates.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE LAST MEETING HELD ON 3RD OCTOBER 2016 AND MATTERS ARISING

The minutes of the last meeting held on 3rd October 2016 were agreed and signed as a true record. Pages AA15, AA16 and AA17 refer.

Matters arising: Page AA15, Item 4.1, The floor covering in the Kempen Room at the Maltings, is being installed this week.

Page AA16, Item 4.2, The upgrade to the Maltings CCTV system is being carried out this week.

4. MALTINGS

Members noted the budget update dated 16th January 2017 and the schedule of bookings for the next 6 months for the Maltings.

The Deputy Clerk advised the upgrade to the lighting in the Foyer will be completed soon. The Venue Manager has suggested the ceiling could be painted in the Foyer to lighten the room. Members agreed to wait until the lighting had been installed to see if this will make a difference to the brightness of the room.

Members agreed unanimously to advertise for the position of a Fixed Term Venue Manager to cover the permanent Venue Manager's maternity leave.

The Deputy Clerk reported the Manager had requested a sound system for the bar area to provide background music for events. Members unanimously agreed to purchase this at a cost of £1290.00 plus VAT.

5. SESSIONS HOUSE

5.1 To receive update on proposed works.

The Mayor reported that the plans for the proposed alterations, had been sent out to 4 building companies to provide quotations. It is anticipated that the works will start in March 2017.

Notes from the Sessions House Working Party meeting held on 20th October were noted by members.

6. MALTINGS COTTAGE

The Deputy Clerk reported that the Council is waiting for a letter from ECDC, giving permission to sublet the property to Highfield School.

7. HEALTH AND SAFETY ISSUES

Members agreed that in accordance with the Council's Business Plan, a schedule of planned maintenance should be compiled for all the buildings the Council is responsible for. It was agreed to ask the part time Estates Technician to undertake this task.

8. ANY OTHER BUSINESS

There was no any other business to discuss.

9. DATE OF NEXT MEETING - Monday 13th March 2017 at 7.15pm