

# Minutes

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## **Asset and Enterprise Committee Wednesday, 21st January, 2015**

### **Attendance**

Cllr Quirk (Chair)	Cllr Mrs Coe
Cllr Sapwell (Vice-Chair)	Cllr Hirst
Cllr Aspinell	Cllr Kerlake
Cllr Clark	Cllr Sleep
Cllr Cloke	

### **Apologies**

### **Substitute Present**

Cllr Lloyd (substituting for Morrissey)

### **Also Present**

Cllr Chilvers	
Cllr Mrs Hones	
Cllr Mynott	
Cllr Mrs Murphy	
Cllr Kingsford	Herongate and Ingrave Parish Council

### **Officers Present**

Claire Hayden	Governance and Member Support Officer
John Parling	Strategic Asset Manager
Chris Potter	Monitoring Officer & Head of Support Service
Adrian Tidbury	Asset and Technical Manager
Chris Leslie	Financial Services Manager

### **395. Apologies for Absence**

Apologies for absence were received by Cllr Morrissey.

**396. Minutes of the previous meeting**

The minutes of the Asset and Enterprise Committee held on 18<sup>th</sup> November 2014 were signed by the Chair as a correct record.

**397. Verbal update by Chair**

Cllr Quirk gave updates on the following:

Herongate and Ingrave Village Hall – Public Meeting to take place shortly to with local residents. Cllr Alan Kingsford, Chair of Herongate and Ingrave Parish Council suggested a venue. Details of this meeting will be published in the Parish Council Newsletter. Demolition cost will range between £15,000 to £20,000.

Hutton Community Centre – An extra Asset and Enterprise Meeting to take place on 18<sup>th</sup> February 2015. It was agreed at the last meeting that Community Groups will be invited to show interest in the running of the venue.

Bell Mead – Planning application has been submitted. Contracts were exchanged in October 2014. Ward Members have concerns over the design style that it remains in keeping with the village.

Hallsford Bridge – meeting with Planners and Buyers has taken place. Cllr Aspinell reflected the view of the Stondon Massey Parish Council with their wishes for this site to be residential.

Town Hall – Top of floors of the Town Hall are now vacant, apart from Planning. Next step will be for the design to be developed, the terms of the commercial let to be reviewed and the expression of interest received from groups in using the foyer area to be progressed.

William Hunter Way – The William Hunter Way Working Group met on 19.1.2015 from this meeting it was evident that the original planning brief was not adhered to. 17 specific principles have been identified to be addressed in the new planning brief.

Lease/Rent Review – Lease renewals and outstanding rent reviews continue to be progressed.

Committee Date – two extra meetings on 18.2.2015 to discuss Hutton Community and another on 19.3.2015 to discuss items of progress.

### **398. Old House - Surveys and Procurement**

The report outlined the procurement process leading to the conversion of the Old House from a community Centre to 6 residential units.

Update for Ordinary Council on 10<sup>th</sup> December 2014. Quotations for Architectural Services for the project they due back on Monday 2nd February 2015. Quotes sourced for Bats & Damp Survey and an Asbestos report before project commencing.

A motion was **MOVED** by Cllr Quirk and **SECONDED** by Cllr Sapwell to receive the recommendation set out in the report.

**RESOLVED UNANIMOUSLY** to:

**2.1 To note the report and progress made to date.**

### **399. Multi-Storey Car Park**

This is effectively an 8 storey concrete framed purpose built multi-storey car park which was constructed in the 1970's. The car park is divided into two sections, with split levels and interconnecting ramps, providing 17 levels of car parking.

This report examines the scope for the redevelopment of the current structure to provide better use for the site and the potential to provide a capital receipt and or improved revenue stream to the Council.

After a full discussion, a motion was **MOVED** by Cllr Quirk and **SECONDED** by Cllr Sapwell to receive the recommendations set out in the report.

Voting took place by a show of hands and in accordance with Rule 9.2 of the Council Procedure Rules, the Chair exercised his casting vote and the motion was **CARRIED**.

**2.1 That further investigations are carried out into the viability of the redevelopment of the Multi-Storey Car Park and the preferred options are presented tot he next Asset and Enterprise Committee with recommendations as to how it should be progressed.**

**2.2 That a budget of up to £25,000 is allocated to meet the costs of the further investigations and any consultants fees to progress the project.**

#### **400. Westbury Road**

The report presents the options for development of the Westbury Road site which was presented to the Asset & Enterprise Committee on the 18 November 2014.

The Committee resolved "That further investigations should be undertaken to determine the viability of this site for development and that the preferred option are presented to the next Asset & Enterprise Committee with recommendations as to how it should be progressed.

A further option, Option 3, has been developed to provide two blocks. Block A comprises 2 x 3 bedroom units and Block B comprises 3 x 1 bedroom units 6 x 2 bedroom units. Retail units are to be provided on the ground floor providing 3,000sf of accommodation. 54 car parking spaces are included in the scheme, 32 of which could be public.

A motion was **MOVED** by Cllr Quirk and **SECONDED** by Cllr Sapwell to receive the recommendations subject to an amendment to 2.1 and removal of 2.2 by the mover.

A Ward Member expressed the concerns of local residents on the proposed development of the site.

Voting took place by a show of hands and in accordance with Rule 9.2 of the Council Procedure Rules, the Chair exercised his casting vote and the motion was **CARRIED**.

##### **2.1 To appoint an architect and other consultants to progress the design of the Option 3 scheme up to a cost of £50,000.**

#### **401. Asset Action Plan Update**

The Asset Management Strategy 2014/15 was approved by the Asset & Enterprise Committee on the 15 July 2014 - the report set out the aims and objectives for the forthcoming year for the Councils property asset portfolio. Action Plan Update (Appendix A) sets out the progress achieved on the more significant work flows.

The Strategy highlighted the entrepreneurial approach to the Councils management of its assets and this objective is being adopted as opportunities arise.

A motion was **MOVED** by Cllr Quirk and **SECONDED** by Cllr Sapwell to receive the recommendation set out in the report.

**RESOLVED UNANIMOUSLY to:**

**2.1 That this report be noted.**

**402. Asset Acquisition, General Disposal and Disposals at less than Best Consideration Policies**

A motion was **MOVED** by Cllr Quirk and **SECONDED** by Cllr Sapwell to defer this item to a future meeting, to due the current revision of the Constitution

**RESOLVED UNANIMOUSLY.**

**403. Property Acquisition Fund Policy & Procedure**

A motion was **MOVED** by Cllr Quirk and **SECONDED** by Cllr Sapwell to defer this item to a future meeting, to due the current revision of the Constitution.

**RESOLVED UNANIMOUSLY.**

**404. Vaughan William Way/Tower Hill**

A report was submitted to the Environment Committee on the 16 September 2014 by the Head of Street Scene which related to an alley way at Tower Hill and a verge along Vaughan Williams Way. The former is a private alley way and the latter is an area of soft landscaping which was transferred to the Council with a commuted sum by the original developers.

1.2 The Environment Committee resolved to:-

- Invite members to consider taking on the maintenance at Vaughan Williams Way and the alley way at Tower Hill, with both being the subject of budget bids for 2015/16 onwards.
- Agree that all future requests to adopt, or purchase, private land are referred to the Assets & Enterprise Committee for discussion.

1.3 The Chair also requested that an investigation be undertaken by the Asset and Enterprise Committee on the pockets of land within the Borough that have no acknowledged ownership.

1.4 It is recommended that the Environment Committee is advised that any proposal or request to consider the acquisition of land not in the Councils should be consistent with the Asset Acquisition Policy. Also, that unless the land provides either a revenue stream or is regarded as a strategic acquisition the purchase/adoption of the subject land is unlikely to be supported.

A motion was MOVED by Cllr Quirk and SECONDED by Cllr Sapwell to received the recommendations as set out in the reports subject to an alteration by the mover after a full decision.

**RESOLVED UNANIMOUSLY to:**

**2.1 That the Environment Committee is advised that any requests for the Asset & Enterprise Committee to consider acquisition or adoption of land should follow the process as set out in the Asset Acquisition Policy.**

**2.2 Any costs relating to the maintenance or the protection of the verge at Vaughan William Way should be consider as met by a budget bid or Essex County Council are approach with the potential of funding from C.I.F (Community Initiative Fund) .**

**405. Urgent Business**

There were no items of Urgent Business.

**406. Local Government Act 1972 - Exclusion of Press and Public**

Not applicable.

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