

**General Services Committee Meeting
Anne French Room
Tuesday 10th June 2014
1400**

**Mr C Rowley, Chairman
Mr R Berry
Mr S Roberts
Mr I Tugby**

**Mrs K A Hatcher-Gaudion, Treasurer/Interim Chief Executive
Mrs E Maurice, Assistant Treasurer
Ms J Turner, States Engineer
Mrs E O'Toole, Minute Secretary**

In attendance: Mr M Gaudion, Harbour Master (item 45/2014)

ACTION

40/2014 The Nunnery The Chairman advised that Dr Jason Monaghan wishes to attend the next meeting of the Committee to discuss the possible future uses for the Nunnery. **Noted**

AGENDA ITEM

41/2014 Minutes of the previous meeting of 13th May 2014 tabled and approved subject to minor amendments.
Confidential minutes of the 6th May 2014 tabled and approved.

42/2014 Matters Arising

42.1 St Anne's Church Progress Update Report from Lovell Ozanne dated 2nd June 2014 tabled and noted. It was noted that the contractor is encountering a significant amount of rot however a contingency has been allowed for timber works. **Noted**

42.2 Capital Projects update Report from the States Engineer dated 4th June 2014 tabled and the Committee noted the projects are progressing. **Noted**

42.3 Key Worker Housing Paper from the Treasury Department dated 2nd June 2014 tabled and discussed. The Committee noted that the AHA had viewed the property and advised that it would not be viable to take as a rental property however they may be willing to take the property, together with other key worker housing, should it be transferred from the States as part of the housing stock. The Assistant Treasurer advised that the property required some maintenance and should the property be transferred to AHA or a new tenant not identified by the end of August, then there would be a loss of rental income to the States. **Noted**

The Committee requested the States Engineer obtain quotes for the maintenance works required on the property and report back with a view to the property being made available for letting on the private market.

ENGINEER/AGENDA ITEM

42.4 Any Other Matters Arising from the Minutes

42.4.1 Save Beach Campsite The Committee noted that the new lease has been presented to the campsite operators and this is being negotiated through the Chief Executive's office. **Noted**

Mr Tugby queried who was carrying out the roofing works on the shop at the campsite as the works could have been done by a local contractor. The States Engineer was requested to investigate and clarify.

ENGINEER

43/2014 Recreation, Welfare and Environment (including States Land)

43.1 Living Islands: Interpretive Signs – Bibette Head Paper from Mr Martin Batt, Living Islands Manager, dated 6th June 2014 tabled and considered. The Chairman requested that the signs should also be displayed in French and German.

RESOLVED unanimously to agree as Landlords that Living Islands Steering Group may place sign boards at Bibette Head to explain and interpret the German fortifications

CE OFFICE

43.2 Ormer House Playground Equipment - For Ratification Email from the States Engineer to Members dated 15th May 2014 tabled for ratification. The States Engineer advised that the equipment will be made safe and clearance sought from the Insurers. **Noted**

The Committee unanimously ratified the decision reached by email to relocate the play equipment from Ormer House Gardens to the swing park, which had been offered free of charge.

43.3 WWI Ammunition box planters for Island Hall Paper from the Superintendent of Works dated 4th June 2014 tabled and discussed. The Committee stated that £5K is too expensive to reseed Braye Common as a new wildflower meadow and it may not be feasible. **Noted**

14:30 Ms J Page, States Works Department Office Manager, joined the meeting

Box Planters The Committee queried who will be responsible for the planting and maintenance of the ammunition box planters to be situated at the Island Hall and requested Mr Berry and the States Engineer discuss the matter further and clarify. The Committee noted the expenditure of £200.75 from the SWD materials budget for the construction.

RB/ENGINEER

44/2014 General Works (including Agriculture)

The Committee noted that Ms Page is now the SWD Office Manager following the departure of Mr Tim Birmingham as Superintendent of Works at the end of May.

44.1 SWD Agricultural Report - May 2014 tabled and the following matters were noted:-

- Campsite painting – Mr Berry stated that the shop doors at the campsite require painting; Ms Page advised that she and the Projects Leader, Mr Angus MacIntyre, are drawing up a maintenance schedule for painting at the campsite.
- Weeds/Mowing/Strimming/Overhanging hedges and verges – The Committee noted that the Agricultural Department has a backlog of mowing and strimming and that extra manpower from within the other teams has been transferred to ensure works are caught up with before the start of the summer season.

Hedge in the Banquage The Committee approved the removal of a hedge in the Banquage and replacing this with bollards/stones and gravel. The States Engineer stated that this may be subject to planning permission and was requested to clarify.

ENGINEER

44.2 Confidential Item See Confidential Annexure.

44.3 Green Waste Paper from the States Engineer dated 4th June 2014 tabled and discussed. The States Engineer advised that several options are being considered for the effective disposal of green waste stockpile at Mannez.

14:50 Mr M Gaudion, Harbour Master, joined the meeting

Some Members were not in agreement with the costs quoted to carry out a 5-day burn.

The Committee requested the States Engineer to invite a Guernsey contractor to price for shredding the whole green waste stockpile at Mannez and report the figures back to the Committee by email for further consideration.

ENGINEER

44.4 Any Other Business Relating to General Works None.

15:10 Ms Page left the meeting

45/2014 Harbour and Fisheries

45.1 Monthly Report for May 2014 and Business Plan Progress Update tabled and the following matters were noted:-

- Dinghy Pontoon – The installation of the dinghy pontoon was completed in full however was slightly delayed due to the altering of its design to incorporate an additional section for the purpose of landing passenger from small vessels.
- Harbour Crane – The Sennebogen Harbour Mobile crane received its 500 hours service in keeping with the improved maintenance policy which has been implemented.
- Survey of Inner Harbour – The survey of the inner harbour quay face was carried out and the results are awaited.

45.2 Harbour Showers Refurbishment Paper from the Harbour Master dated 9th June 2014 tabled and considered.

RESOLVED unanimously to approve:-

- **To advertise for architects to tender for the design and on approval appoint the architect in order to advance the project to tender stage; and**

- **To establish a Project Board to oversee the project, comprising of the Chairman, States Engineer, Treasurer, Harbour Master and the Architect (as Architect and project manager)**

HARBOUR MASTER/ENGINEER

45.3 Confirmation of Special Meeting date for Harbour Review The Committee noted that a special meeting has been scheduled for the 12th June to discuss the recommendations of the Harbour Review Report. **Noted**

45.4 Any Other Business Relating to Harbour and Fisheries None.

15:10 Harbour Master left the meeting

43/2014 Recreation, Welfare and Environment (including States Land) - continue

43.3 WWI Ammunition box planters for Island Hall/ WWI Commemorations – continue

The Committee approved £400 to purchase a brass plaque bearing the names and regiment of the fallen WWI soldiers from Alderney to be placed at a location identified by Mr Berry and the States Engineer.

RB/ENGINEER

43.4 Archaeological Fieldwork proposal Paper from the Engineering Assistant, Mr Tim Walley, dated 3rd June 2014 tabled and considered.

RESOLVED unanimously to grant landlords permission for:-

- a further archaeological study being carried out on States land by the Staffordshire University from the 19th July - 2nd August 2014;
- and the TV Company Snap TV to film a program about the occupation of Alderney.

Engineering department to deal.

ENGINEERING DEPARTMENT

43.5 Continental Metals proposal Paper from the States Engineer dated 2nd June 2014 tabled and discussed. Mr Bruekers, Continental Metals, wished to lease part of Fort Albert to store precious metals and non-toxic materials.

Members were uncertain of which areas of Fort Albert Mr Bruekers wished to use and were concerned about assurances that the metals were not toxic.

The States Engineer was requested to obtain further information from Mr Bruekers and report back to the Committee.

ENGINEER

43.6 Report from Mr Berry – for information Mr Berry's paper listed a number of things for the information of the Committee.

Road Naming – It was noted that there are a few roads on the island which are currently unnamed and not recognised on Digimap. Mr Berry was requested to liaise with the Chief Executive's Office regarding the process of naming roads.

RB/CE OFFICE

43.7 Disability Access Improvements Paper from the States Engineer dated 3rd June 2014 tabled and considered. The Committee noted that following discussions with the Disability Access Group, comprising of the Care Home Manageress, Home Help Service and Mrs Jane Aireton, a proposal had been produced identifying key routes and locations where improvements should be made to allow access for the wider community to key communal areas. The cost of the proposal put forward was higher than the funding allocated in the CIEF in 2014 however the works could be phased over two years as funding had also been allocated in 2015 for such improvements to be made.

The Committee instructed the States Engineer to seek tenders for the improvement works to the alleyway access to Victoria Street from Le Val car park element only, funding to be approved once costs established.

ENGINEER

43.8 Any Other Business relating to Recreation, Welfare and Environment

43.8.1 Commemorative benches The Committee noted that there are currently no more commemorative benches left following enquiries made by members of the public. **Noted**

43.8.2 Tree on Newtown Road Members noted that Mr Tony Bohan had requested the removal of a tree near Clos de Mer due to the roots causing damage to the road.

The Committee stated that Mr Bohan would have to seek planning permission from BDCC. Chairman to report back to Mr Bohan.

CHAIRMAN

46/2014 Roads and Transport

46.1 Alderney Performing Arts Festival (APAF) Container – for ratification Email from the States Engineer to Members dated 22nd May 2014 tabled for ratification.

The Committee unanimously ratified the decision reached by email for APAF to park a container on the Vicarage side of the Connaught Square during the Alderney Performing Arts Festival weekend (24th – 26th May) in which equipment for events was stored.

46.2 Proposal for the States to adopt pavement area – Victoria Street Paper from the Chief Executive's Office dated 3rd June 2014 tabled and considered. The Committee noted a request has been received from Mr J F W Main regarding the pavement area adjacent to the Riduna building and whether the States would consider 'adopting' the area that is currently in the ownership of Mr Main.

RESOLVED unanimously:-

- i. **To request the Engineer make further enquiries regarding the area proposed by Mr Main, and to include in her assessment the risk and costs, if any, involved in the process; and**
- ii. **Agree in principle that a policy be adopted in future regarding acquiring small areas of land relating to pavements, limited to within the town area.**

ENGINEER

46.3 Resident Parking Disc proposal The Chairman advised that some members of the public have enquired about residents parking permits following the introduction of parking restrictions in the Val car park. **Noted**

The Committee was of the opinion that there is adequate parking available in town (including the Butes car park) for people living in town and considered parking permits as difficult to police.

46.4 Road markings Members raised concern that there continues to be a problem with vehicles parked on the south of Longis Road adjacent to Longis Villas which is creating difficulty for access from Val Fontaine even though the adjoining properties had been asked to park their vehicles more considerately.

RESOLVED unanimously to approve that a yellow line be placed in this area to allow vehicles to have adequate line of sight of vehicles proceeding along Longis Road.

ENGINEER

46.5 Any Other Business relating to Roads and Transport None.

47/2014 Any Other Business

47.1 New Connaught Care Home (NCCH) The Treasurer reported that a quotation has been obtained from Baudet UK by the Connaught Working Group relating to the maintenance and survey of the bathroom "pods" at the Connaught for the sum of £1,485, which they are requesting is met by the States. The States Engineer has confirmed that the costs can be met from the SWD properties maintenance budget.

The Committee agreed to £1,485 to cover the cost of the review, funded by the SWD properties maintenance budget.

ENGINEER/TREASURY

47.2 Speed bumps at Swing Park The Committee approve that speed bumps be installed before and after the entrance to the Swing Park on the Butes for safety reasons.

ENGINEER

47.3 Request from Railway Society Members queried whether the request the Chairman had received was going to be debated by the Committee, as per the minutes of the last meeting. The Chairman requested that the recording of the meeting be reviewed as he recalled that the Committee was not in favour of the request. Minute Secretary to deal.

MINUTE SECRETARY

47.4 Fire Services Mr Tugby requested that the Fire Station services and hours be placed on the next agenda for discussion. The Chairman agreed.

AGENDA ITEM

Meeting closed 16:30pm

DATE OF NEXT MEETING: 8th July 2014

Signed: Mr I Tugby, Deputy Chairman

Date: 8th July 2014