

CAPEL PARISH COUNCIL

www.capel-pc.org.uk

Falmouth Place
Five Oak Green
Kent. TN12 6RD
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Minutes of a meeting of the Memorial Cottages & Housing Working Party held virtually at 7pm on Thursday 13 January 2022

Present: Cllrs. Sawyer (Chair), Patterson, Young
In attendance: Louise Goldsmith, Clerk
1 member of the public

MINUTES

Minute No Agenda No

- 1) **ADMINISTRATION** – Mobile Phones
- 128 2) **APOLOGIES:** An apology for absence was given by Cllr. Rich and the reason was accepted.
- 129 3) **DECLARATIONS OF INTEREST:** None received.
- 130 4) **APPROVAL OF MINUTES:** It was **resolved** that the minutes of the meeting held on the 4 October 2021 be signed as a true and accurate record.
- 131 5) **CONDITION SURVEYS:** Cllr. Sawyer and the Clerk visited both cottages on the 5 November 2021 to carry out a condition survey. The tenants were present at each property. Members discussed the following issues and proposed remedial works required. It was noted that Electrical Inspection reports were completed in March 2021 and the next inspections are due in 2026.

Number 10:

<u>Issue</u>	<u>Estimated cost of repair</u>
a) Lounge windows – misting, seals works	£250
b) Lounge/bedroom – new carpet required, trip hazard	£500
c) Lounge & Bedroom – recommend new heater x 2	£740
d) Bedroom window – seal broken	£150
e) Bathroom – extractor fan new shutter required	£ 20
f) Rear entrance, cupboard painted over and unable to open	£ 35
g) Drainage – Aco drain needed to alleviate issue with damp	£400
h) Loft – increase insulation to 270mm (as per EPC)	£350
Estimated Total	£2,445.00

Number 9:

<u>Issue</u>	<u>Estimated cost of repair</u>
a) Lounge – new doorbell required	£ 65
b) Kitchen - UDB heater requested as installed in No.10	£750
c) Kitchen – tap leaking and needs replacing	£ 80
d) Chimney – foilage to be removed and some repointing	£350
e) Loft – increase insulation to 270mm (as per EPC)	£350
Estimated Total	£1,595.00

Subject to Full Council approving the above works it was agreed that Cllr. Sawyer would appoint the contractors in conjunction with the Clerk. The Clerk will discuss the urgency of installing new heaters with the tenant in Number 10 and whether it would be possible to wait and investigate other sources of heating/power first.

- 132 **6) EPC RATING:** The new EPC regulations mean that from 2025 a rented property needs to have a certification rating of C or above. The changes are to ensure homes are more energy-efficient and to reduce carbon waste. The Clerk advised that an EPC certificate was produced for No. 10 on the 14 May 2020 giving a rating of E. The report recommended that increasing the insulation in the loft and underneath the flooring could slightly improve the rating. Installing solar panels could increase the rating to a B. It was agreed that the Clerk should contact the assessor and discuss ideas for improving the energy performance of the cottages and also investigate the cost and availability of grants for solar panels. The Clerk will also send a copy of the EPC Certificate to the tenant of No. 10.
- 133 **7) ANY OTHER BUSINESS:**
Deposit Protection Scheme – The Clerk advised that the contact details for authorised personnel need to be changed.
- 134 **8) DATE OF THE NEXT MEETING:** Thursday 14 April 2022 at 7pm

With no further business to discuss the meeting closed at 7:40pm

Signed: Dated: