

**Minutes of the Asset Management Committee  
held on Thursday 8 December 2022 @ 6.30pm**

**Present:** Cllr Campbell, Cllr Irven (Chair), Cllr Johnson, Cllr Murphy, Cllr Moss and Cllr Terrett

**In attendance:** Sarah Reed, Town Clerk

- 22/45D **To receive Apologies for Absence** (LGA 1972, section 85 (1))  
Cllr Irven proposed that ***'Apologies given by Cllr Westcott and Whetlor are accepted.'***  
Seconded by Cllr Campbell. Carried.
- 22/46D **To receive any Declaration of Interests** under Watchet Town Council's Code of Conduct (adopted on 9 July 2012) issued in accordance with the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 Si No: 146. **None at this point**
- 22/47D **To receive and sign the minutes of the meeting held on 17 November 2022** and adopt the Resolutions and Recommendations contained therein. (LGA 1972, SCH12 Para 41 (1)) (*paperwork issued prior to meeting via Appendix 1*).  
Cllr Irven proposed that ***'the minutes of the meeting held on 17 November 2022 are approved as a true and accurate record.'*** Seconded by Cllr Murphy. Carried with 4 votes for and 2 abstentions.
- 22/48D **Watchet Community Centre:**  
(i) To agree an emergency contact list – the Clerk referred to a report submitted by the Groundsman regarding the need for a revised 'Emergency Contact List', together with the consideration of a call out fee for Council staff members if they are called out for an emergency at the premises out of working hours. Members discussed this briefly, and Cllr Campbell proposed that ***'Cllrs Terrett and Whetlor are the emergency contacts, with Cllr Irven being listed for EH&S emergency's only, these members will be issued with a set of keys and training on the alarm system etc. If staff members are called out to the building out of working hours, they will be paid a flat fee of £25.00'***. Seconded by Cllr Johnson. Carried.
- 22/49D **Precept Proposals 2023-24:**  
(i) To consider Committee budget requirements – the RFO presented year end spend figures and a proposed budget. After a brief discussion, Cllr Johnson proposed ***'to recommend to Full Council an increase in the Committee budget for 2023-24 from £45,000 to £50,500 (12.22% increase) to include an increase in utility and operational costs in Council buildings. Provisions should be in place to address all financial eventualities and this proposed budget allows for this. The committee would also recommend to Full Council that the potential of a de-carbonisation policy and plan to evaluate reducing utility costs under a climate change initiative is explored.'***

<b>Precept request 2023-24</b>	<b>Budget</b>
Watchet Community Centre- operation	£18,000
West Street Car Park	£2,000
Cemetery and Closed Churchyard	£1,000
Watchet Library	£14,000
Harbour Road toilets	£12,000
Henry Davey Changing Room Facility	£500
CCTV	£3,000
MUGA	Repairs covered by an ear marked reserve
War Memorial – maintenance	Funds still available from the disbanded Remembrance Project Group- monies transferred to the Councils current account

Seconded by Cllr Murphy. Carried.

22/50D

**Matters to report for the next meeting: – no decisions made**

- Liaise with Clerk

Meeting closed at 6.52pm



Signed.....

8 December 2023

Date.....