

**Minutes of the Assets Management Committee Meeting
held on Monday 11th January 2024 at 6.30pm**

Present: Cllr Brake, Cllr Irven (Chair), Cllr Richards, and Cllr Westcott

In attendance: Jo Grellier - Town Clerk

24/37D **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))
Cllr Irven proposed that **'apologies given by Cllrs Campbell, Terrett & Murphy and Whetlor are approved'**. Seconded by Cllr Richards. Carried.

24/37D **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: 1464

Name	Minute no	Description of Interest	Personal & Prejudicial	Action
Cllr Irven	24/39D	Member of WLF and FOSL	Personal	Cllr remained in the meeting and took part in the discussion and voting.

24/38D **To confirm and sign the Minutes of the meeting held on 7 December 2023-** *circulated to members prior to the meeting via Appendix 1-* (LGA 1972, Sch 12 Para 41)
Cllr Irven proposed that **'the minutes of the Asset Management Committee meeting held on 7th December are a true and accurate record'**. Seconded by Cllr Brake. Carried with 2 abstentions.

24/39D **Watchet Library:**
(i) To discuss a plan of action for the damp in the building and other maintenance issues.
Cllr Irven gave the following update:

- When the Library building was transferred back to WTC in 2019 a sum was also given by SCC towards potential building maintenance and included in our earmarked reserves. An incipient crack was known to be present in the outside wall above the entrance door running down within the mortar joints from the parapet coping stones to the doorway. It was not in need of immediate attention.
- Currently, over the recent period damp has been noticed in the plasterwork surrounding the interior of the doorway, and at one point the carpet below the heating pipes was wet. In addition, some damp and deterioration of the plaster has been observed in the rear passageway accessed via the rear door.
- Damp may be exacerbated by condensation and what heating settings are used to minimise energy consumption.

Photographs of the problems tabled at the meeting.

Recommendation

That we ask appropriate builder/decorator/assessors to assess and gain quotes for the work required to rectify the damp problems involving repair and redecoration. This is justified on an EH&S and assets basis.

A discussion ensued. Cllr Richards proposed that **'the recommendation is approved as presented with delegation given to the Clerk with support from Cllr Brake to action'**. Seconded by Cllr Westcott. Carried.

24/40D **Matters for the next meeting** – no discussion or decisions mad

- :Liaise with Clerk
- Asset transfer update
- Watchet Library update

Meeting closed at 6.48pm

John Sun

Signed.....

17th February 2024

Date.....