

**Minutes of the Assets Management Committee Meeting
held on Thursday 13th June 2024 at 6.30pm**

Present: Cllrs Iven, Brake, Murphy, Richards, Westcott

In attendance: Annie Robinson Deputy Town Clerk

- 24/01D To elect Committee Chair – Cllr Brake proposed that – ***‘Cllr Iven is appointed as Chair of the Committee’***.
Seconded by Cllr Westcott. Carried.
- 24/02D **To Receive Apologies for Absence:** (LGA 1972, section 85 (1))
Cllr Iven proposed that ***‘apologies given by Cllrs Whetlor & Terrett are accepted’***.
Seconded by Cllr Brake. Carried.
- 24/03D **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. None.
- 24/04D **To confirm and sign the Minutes of the meeting held on Thursday 16th May 2024** - *circulated to members prior to the meeting via Appendix 1-* (LGA 1972, Sch 12 Para 41)
Cllr Brake proposed that ***‘the minutes of the meeting held on Thursday 16th May 2024 are a true and accurate record’***. Seconded by Cllr Johnson. Carried.
- 24/05D **Somerset Council Asset Transfers:**
- (i) Report outlining running utility costs of Market Street toilets through comparison with Harbour Road Toilets - Committee Clerk to update committee on amended report – (*paperwork circulated to members prior to the meeting via Appendix 2*) Members noted the Committee Clerk's update. A discussion ensued. Committee Clerk to continue update on signage and footfall statistics at next A.M Committee meeting.
 - (ii) Update on E.O.I Asset Transfer's progress – Verbal update from Committee Clerk. Members noted the Committee Clerk's update.
 - (iii) 2 x initial quotations for replacement Kingsland play area equipment & surfacing in preparation for asset transfer – *Members to note costs at this stage (Paperwork circulated to members prior to Members prior to the meeting via Appendix 3a & 3b)*
Members noted the costs. A discussion ensued. Section 106 figures to be obtained for July Committee meeting.
- 24/06D **St Decumans Mosaic** – public request to allow them to clean – Update from the Committee Clerk (*Paperwork circulated to members prior to Members prior to the meeting via Appendix 4*)
Committee Clerk updated members. Members noted the request. A discussion ensued.
Further research required.
- 24/07D **10-year anniversary of Watchet War Memorial unveiling:**
- (i) To approve budget for event – Update from the Committee Clerk (*Paperwork circulated to members before the meeting via Appendix 5*)
The Clerk updated the committee on the plans and budget for the War memorial ceremony.
The committee noted the Clerks report. Cllr Johnson proposed that – ***‘the budget of £200.00 for the Ceremony be approved and taken from War Memorial maintenance earmarked reserves’***.
Seconded by Cllr Richards. Carried.
- 24/08D **Watchet Library refurbishment:**
- (i) Clerk to update on progress and quotations for repairs to flat roof and windows – (*if received - paperwork circulated to members prior to the meeting via Appendix 6*)
The Clerk updated the Committee. A discussion ensued.
Cllr Johnson proposed that – ***‘the quote for Library window repairs of £317.00 be approved and that the Contractor be asked to quote for additional cosmetic issues’***. Seconded by Cllr Richards.
Carried.
Cllr Richards proposed that – ***‘the flat roof repairs/replaced be approved in principle in fibre glass’***
Seconded by Cllr Murphy. Carried.

24/09D **Watchet Cemetery:**

- (i) Matters requiring Committee approval – *if required*
None.

24/10D **Watchet Community Centre:**

- (i) Summer Programme children's activities – update from Committee Clerk - (*paperwork tabled at the meeting*)
The Clerk updated the Committee. Paperwork of the Events Programme poster was tabled.
The Committee noted the paperwork.

24/11D **Matters for the next meeting** – no discussion or decisions made

- Liaise with Clerk and Committee Clerk

Meeting closed at: 7.32pm

Signed.....



Date.....

11/7/24