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ASSET MANAGEMENT COMMITTEE MINUTES

Meeting held on Wednesday 14th October 2026 at 6.30pm

In attendance	Cllrs Irven, Whetlor, Brake, Murphy, Richards, Westcott & Moulder
Present	Annie Robinson – Deputy Clerk
Members of the public	None

Item		Appendices
AM/1026/01	No apologies received. Cllr Johnson was absent.	
AM/1026/02	To receive declarations of pecuniary and non-pecuniary interest. No declarations were made.	
AM/1026/03	**RESOLVED** to approve the minutes of previous meeting Wednesday 16th September 2026 Proposed Cllr. Irven, seconded Cllr. Richards – carried. 1 Abstention.	App. 1
AM/1026/04	Committee Clerk's Update Report was **NOTED** with the following updates: (i) Leaning Memorial Stone safety concerns – confirmed that all leaning stones, Unless otherwise signed are safe, following checks by the Grounds Man and Consultation with the contracted Stone Mason. (ii) Watchet Town Council Pickleball Courts – are now open and are receiving multiple bookings. researched. Proposed by Cllr Irven, seconded by Cllr Whetlor – carried. (iii) New Play Equipment – play site neighbouring Watchet Memorial Ground – confirmed delay in installation, which will now take place mid/late November. (iv) Watchet Celebration Clock – confirmed funding for repairs is being sought and RFO is looking to precept for repairs in 2027 budget. (v) Emergency Out f Hours Procedure Policy – is being worked on by Town Clerk and Deputy Clerk. (vi) Report assessing opportunity of adding modules or possible rebuild of Harbour Road Toilets is in progress with support of the Town Clerk. Cllr Irven thanked the Committee Clerk for her work.	+
AM/1026/05	Somerset Council Asset Transfer & Front Office Purchase updates were **NOTED** (i) Sea Scouts Lease Disposal Clause - Cllr Irven verbally updated members that progress was delayed, whilst waiting for Somerset Council to agree to forma transfer. (ii) Front Office Purchase – Cllr Irven and Committee Clerk verbally updated members that an agreement had been reached between the Vendor and Town Clerk regarding non-payment of rent until the sale is completed and that completion of sale is being actively chased by the Town and Deputy Clerks.	
AM/1026/06	Harbour Road Toilets – Update and recommendations on the following matters: (i) Sewage blockages on Watchet Old Town – verbal update by Cllr Irven and Committee Clerk. **NOTED** Committee Clerk confirmed she had been contacted by Wessex Water and was waiting on further correspondence.	App. 3

	(ii) Toilet Block Audit update – Committee Clerk updated members. **RESOLVED** to purchase 4 single sheet toilet paper dispensers and 2 new maglocks, radar lock on disabled toilet to be inspected and refurbishment of toilets to be precepted in 2027 budget. Proposed by Cllr Whetlor, seconded by Cllr Richards – carried.	App. 4
AM/1026/07	Courtlands Allotments Phase 2 (i) Boundary fencing purchase and erection, gate and demarcation of 8 plots **RESOLVED** to purchase 50m's fencing and approved Contractor quotation to prepare and level site. Proposed by Cllr Richards, seconded by Cllr Brake – carried. (ii) Preparation and clearing of allotment grounds **RESOLVED** to approve quotation from local contractor, to remove 2 swings and rubber matting, relocate 1 swing and level ground appropriately. Proposed by Cllr Whetlor, seconded by Richards – carried.	re
AM/1026/08	Asset Management Budget 2027/2028 (i) Review and approval of Asset Management 2027/2028 Budget **RESOLVED** to approve Asset Management Budget 2027/2028 with 2 amends: • Addition of budget line for Harbour Road Toilet refurbishment costs • Removal of leaflet printing budget line Proposed by Cllr Murphy, seconded by Cllr Whetlor – carried.	
AM/1026/08	Matters for next meeting – no decisions/discussion • Updates on all delegated tasks	
Signed		
Date		

There being no other business, the meeting was closed at 7.26pm.