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ASSET MANAGEMENT and OPEN SPACES COMMITTEE

MINUTES OF THE ASSET MANAGEMENT AND OPEN SPACES COMMITTEE MEETING OF EASTLEIGH TOWN COUNCIL HELD ON WEDNESDAY 09 JULY 2025 AT 7:00 PM AT CABLEWORKS BUILDING, TINNING WAY, EASTLEIGH.

Those Present: Cllr G Richardson (Chair), Cllr J Constable (Vice Chair), Cllr T Campbell, Cllr E Marks, Cllr S Phillips, Cllr C Spencer, Cllr L Sheppard and Cllr A Clifton.

In Attendance: R Davies, Town Clerk, N Barfield, Deputy Town Clerk and D Hobson, Community Engagement Officer.

13 / 25 APOLOGIES FOR ABSENCE

There were no apologies received.

14 / 25 REGISTER OF INTERESTS AND DISPENSATIONS

There were no declarations of interest regarding items on the agenda received.

15 / 25 MINUTES OF THE LAST MEETINGS

RESOLVED: That the minutes of the last meeting held on the 11 June 2025 are a true record of the meeting with the following amendment:

- 1/25 Cllr P Bicknell was in attendance

The committee received an update on outstanding actions recorded in the minutes but not listed on the current agenda, as follows:

*"5 / 25 / 1 **ACTION:** The Deputy Clerk will confirm the out-of-hours call-out arrangements and associated charges for the alarm system."*

The Committee was advised that the Deputy Clerk has received initial pricing for a 24-hour call-out service: £89 (excl. VAT) for call-outs Monday to Friday, and £99 (excl. VAT) for callouts between 5pm Friday and 8am Monday, including bank holidays. Some issues can be resolved remotely, but if on-site attendance is required; the contractor will need to meet a keyholder. Please note, these are indicative costs only - a formal quote is still pending.

*"7 / 25 / 1 **ACTION:** The Allotment Officer to issue Outlook invitations to Committee members for the Allotment Competition judging."*

The Committee was informed that Outlook calendar invitations have been sent to all Asset Committee members. The Allotment Officer is currently preparing an inspection rota.

"7 / 25 / 1 ***ACTION:*** *The Allotment Officer to create a notice for the Burns Toilet Block to show that asbestos is present in the toilet seat."*

The Committee was advised that a notice has been installed at the Burns Close toilet to indicate the presumed presence of asbestos in the toilet seat. Quotations are being sought for its removal and replacement.

"7 / 25 / 2 ***ACTION:*** *The Allotment Officer to incorporate the Committee's feedback, consult with site representatives, and return with a revised recommendation."*

The Committee was informed that the Allotment Officer is currently incorporating the Committee's feedback and will consult with site representatives. A revised recommendation will be presented in due course.

16 / 25 PUBLIC PARTICIPATION

There were no members of the public present.
Cllr Marks enquired whether any updates had been received from Hampshire County Council regarding asset transfers.

- The Clerk confirmed that no updates had been received.

Cllr Campbell requested information about developer contributions relating to the North Stoneham Walled Garden.

- Cllr Bicknell confirmed that the Walled Garden falls under the jurisdiction of Test Valley Borough Council.

17 / 25 CABLEWORKS

17 / 25 / 1 The Committee received an update on the completed and outstanding tasks for the refurbishment of the ground floor of the Community Hall and were advised of the revised launch date of 1st August 2025 due to the remaining health and safety work.

18 / 25 EVENTS

18 / 25 / 1 The Committee received and discussed the proposed events schedule for 2026. A motion was moved and

RESOLVED: That the Council will continue to delegate events to external providers for the next twelve months.

18 / 25 / 2 The Committee **received** a **verbal update** on the progress of the event planning, and councillors were asked to confirm their availability for the Christmas Event scheduled for 15th November 2025. The Committee requested that Outlook invitations be sent to all members for all scheduled events.

ACTION: Community Engagement Officer to send Outlook calendar invites to councillors for all scheduled events.

19 / 25 EASTLEIGH ALLOTMENTS

19 / 25 / 1 The Committee **received** and **noted** the Allotment Officer's report to July 2025, and no questions were received for clarification

20 / 25 COMMUNITY ASSET PROGRAMME

20 / 25 / 1 The committee **received** a verbal update on the community asset programme

ACTION: The Clerk to research public consultation examples for Community Asset Devolution Transfers

21 / 25 DATE OF NEXT MEETING

It was agreed the date of the next meeting is scheduled for the 13 August 2025.

The Meeting closed at 20.18

Chair .....

Date .....