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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 12 MARCH 2025 AT 7 PM AT CABLEWORKS BUILDING, TINNING WAY, EASTLEIGH.

Those Present: Cllr G Richardson (Chair), Cllr J Constable (Vice Chair), Cllr G Johnson, Cllr E Marks and Cllr P Bicknell
In Attendance: Mrs R Davies, Town Clerk and Miss N Barfield, Deputy Town Clerk.

36 / 24 APOLOGIES FOR ABSENCE
RESOLVED: That apologies were approved for Cllr S Phillips and Cllr C Spencer.

37 / 24 REGISTER OF INTERESTS AND DISPENSATIONS
There were no declarations of Interest or requests for Dispensations received.

38 / 24 MINUTES OF THE LAST MEETINGS

RESOLVED: That the minutes of the last meeting held on the 15th January 2025 are a true record of the meeting and were duly signed by the Chair.

THE ACTIONS BELOW FROM THE MEETING ON THE 15 JANUARY 2025 WERE AGREED TO BE ADDRESSED AT THE NEXT COMMITTEE MEETING ON THE 26 MARCH 2025.

ACTIONS: Deputy Clerk to provide by email to the committee the budgetary figures for the maintenance and clearance quotations to ensure all work is within agreed budgets.

ACTIONS: The Allotment Officer recommendation for the wait list to be brought to the next committee meeting with data to show the average term of tenancies by site to facilitate an informed decision on wait list caps.

ACTIONS: The Allotment Officer and Deputy Clerk to provide to the next committee meeting an update on the Fire Risk assessments being undertaken for all sites and a timeline for completion.

ACTIONS: The Allotment Officer and Deputy Clerk to gain quotations for the training of Site Representatives in the required Health and Safety elements of using the council owned equipment for their role.

39 / 24 PUBLIC PARTICIPATION

No members of public were in attendance.

40/ 24 ASSET COMMITTEE TERMS OF REFERENCE

40 / 24 / 1 **RESOLVED:** The committee resolved to **propose** the amended Terms of Reference to full council 13 March 2025.

41 / 24 COMMUNITY ASSET PROGRAMME

41 / 24 / 1 The committee **received** a verbal update on the asset transfer of Cableworks

41 / 24 / 2 **RESOLVED:** The committee resolved to **propose** the **amended** Categorisation and Decision Levels for transfer of Community Assets to Council 13 March 2025.

41 / 24 / 3 The Committee **noted** the documentation received for this programme and the process being followed

41 / 24 / 4 The committee **received** a verbal update on the legal services provision

42 / 24 DATE OF NEXT MEETING

It was agreed the date of the next meeting is scheduled for the 27 March 2025

The Meeting closed at 20.26 pm.

Chair .....

Date .....