

A MEETING of the ASSETS COMMITTEE was held on Tuesday 6th September 2022 at 7.30pm at Sheringham Community Centre and was attended by the following:

Chair: Cllr Worboys
 Councillors: Cllr Ratcliffe, Cllr Kime, Cllr Shepherd, Cllr Ashcroft, Cllr Withington, Cllr Brisbane & Cllr Pegg.
 In Attendance: Officer: Mel Ashcroft, Honorary Warden – Frances Farrow
 Clerk/Minutes: Sarah Peberday

ITEM	MINUTE	VOTE / ACTION
2022/AC/33.	APOLOGIES	
	Cllr Dorey – personal IT WAS RESOLVED that the apologies be accepted.	Proposed: PR Seconded: SP All in favour
2022/AC/34.	DECLARATIONS OF INTEREST and DISPENSATIONS	
	Cllr Ashcroft – Officer/Allotments – relation of the WRHA Representative/Officer, Cllr Worboys WRHA Chair & allotment holder	
2022/AC/35.	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING	
	IT WAS RESOLVED that the minutes of the Assets Committee meeting of 7.6.22 be approved as a true and accurate record of the meeting and be signed by the Chair.	Proposed: TW Seconded: MA. 7 for 1 abstention Clerk
2022/AC/36.	OPEN MEETING	
	No public submissions received.	
2022/AC/37.	EXCLUSION OF PRESS AND PUBLIC	
	Pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960 as extended by S100 of the Local Government Act 1972	

	IT WAS RESOLVED that the press and public be excluded from the meeting for agenda item 8 on the grounds that its consideration would involve the disclosure of exempt information as commercially sensitive. The matter will be heard at the end of the meeting	Proposed: PR Seconded/SP All in favour
2022/AC/38.	FUEL TANK	
	IT WAS RESOLVED that Committee return to consider and decide upon effective and safe ways of managing fuel purchase and use	Proposed: TW Seconded: SP All in favour Clerk
2022/AC/39.	ALLOTMENTS	
	ALLOTMENTS IT WAS RESOLVED: Committee to note update report on the allotments from the WRAH Allotment Association STC Representative IT WAS RESOLVED: Committee to note and update report on the allotments from the STC Administrator IT WAS RESOLVED: Committee to defer Plot Allocation Officer and waiting list to return to STC administration team pending WRHA Committee agreement IT WAS RESOLVED: Committee to note an update report on the allotments from Cllr Worboys.	Proposed: TW Seconded: RS All in favour
2022/AC/40.	BEESTON COMMONS	
	Report from the Honorary Warden	
	IT WAS RESOLVED that Committee note an update report from the Beeston Commons Honorary Warden.	Proposed: PR Seconded: LW All in favour
2022/AC/41.	FEN MOWING AND WINTER WORK	
	IT WAS RESOLVED that Committee agreed wording of the Fen Mowing/Winter work prepared by the Maintenance Office & Honorary Warden IT WAS RESOLVED that Committee agree Clerk contact with Emily Swann ref tender process commenced for Fen Mowing/Winter work	Proposed: TW Seconded: IK All in favour
2022/AC/42.	STREET LIGHTING	
	IT WAS RESOLVED that Committee note an update on the Street Light replacement project	Proposed: IK Seconded: RS. All in favour
2022/AC/43.	CLIMATE COMMITTEE UPDATE	
	IT WAS RESOLVED that Committee note a verbal update from Cllr Brisbane in relation to the earlier Climate Committee Meeting	Proposed: LW Seconded: MA All in favour

2022/AC/44.	COMMUNITY CENTRE	
	<p>IT WAS RESOLVED Committee agreed the notes from the Community Centre Working Group meeting held on 05.07.22, including agreement of recommendations. (PR)</p> <p>IT WAS RESOLVED Committee agreed a verbal update from Cllr Ratcliffe in relation to the Community Centre heat pump, lighting and electrics, Cllr Kime to assist moving forwards</p>	<p>Proposed: SB Seconded: TW. All in favour Clerk</p>
2022/AC/45.	CCTV	
	<p>IT WAS RESOLVED that Committee received a verbal update in relation to CCTV and agree for a meeting/site survey with an alternative supplier – East Anglia Security Services (replacement of the CCTV project as per the 3-Year Project Plan), but attempt to seek 3 supplier quotations</p> <p>IT WAS RESOLVED that Committee agree in principle to purchase of PIR Solar Powered Cameras and HD Cards, plus tablet £but further review of all requirements/opportunities/sites to be undertaken by the Clerk</p>	<p>Proposed: MA. Seconded: PR. All in favour Clerk</p>
2022/AC/46.	CEMETERY and SPORTS PAVILION SURVEYS	
	<p>IT WAS RESOLVED that Committee note the verbal update from the Pavilion Task & Finish Group on the cemetery and sports pavilion surveys.</p>	<p>Proposed: PR. Seconded: RS. All in favour PR</p>
2022/AC/47.	BENCHES PROJECT	
	<p>IT WAS RESOLVED that committee note the report, with agreement to a gradual replacement of benches, with an agreed design - (project phase 2). Initial replacement will be 9 identified as in need of immediate replacement/safety issues.</p>	<p>Proposed: SB. Seconded: MA. All in favour Clerk</p>
2022/AC/48	PUTTING GREENS	
3D OPENED	<p>Melanie Ashcroft and Frances Farrow left the meeting</p> <p>IT WAS RESOLVED that committee note the update in relation to the Beeston Hill purchase</p> <p>The Committee requested an update from Cllr Withington in relation to a Community Venture project she confirmed being involved in which is seeking to add a building onto the space at Station Approach putting green grounds. This venture would affect an asset of financial interest to STC and the Sheringham wider Community. It is minuted that Cllr Withington did not declare an interest, but also declined to disclose any details of the project/concept to the Asset Committee, citing the project as being within her District Councillor role. When asked if STC could join the project/concept group – which Cllr Withington confirmed includes Tina Blaber (Playing for cake/VCSE North Norfolk), Sheringham Little Theatre (unknown) and an unnamed local architect, Cllr</p>	<p>Proposed: MA. Seconded: SP. 7 for 1 Abstention</p>

3D CLOSED	<p>Withington declined, advising STC would be invited once a board was being formed. It is minuted that the land is not available.</p> <p>IT WAS RESOLVED that the Asset Committee response was to note the information provided by the Clerk and require updates from Cllr Withington</p>	<p>Proposed: MA. Seconded: SP. 7 for 1 Abstention Clerk Proposed: RS Seconded:IK</p>
2022/AC/ 49.	DATE OF NEXT MEETING	
	Tuesday 1 st November 2022 at 7.30 pm at Sheringham Community Centre.	All/Clerk

The meeting closed at 9.20 pm.

Chair Tony Worboys Date: 1.11.2022