

**A MEETING of the ASSETS COMMITTEE was held on Tuesday 14<sup>th</sup> February 2023 at 7.30pm at Sheringham Community Centre and was attended by the following:**

Chair: Cllr Worboys

Councillors: Cllr Kime, Cllr Dorey, Cllr Shepherd, Cllr Ashcroft, Cllr Pegg, Cllr Brisbane & Cllr Ratcliffe.

In Attendance: Officers: Mel Ashcroft, Honorary Warden – Frances Farrow

Clerk/Minutes: Sarah Peberday

ITEM	MINUTE	VOTE / ACTION
<b>2023/AC/01</b>	<b>APOLOGIES</b>	
	Cllr Stubbs – personal IT WAS RESOLVED that the apologies be accepted.	Proposed: PR Seconded: JD All in favour
<b>2023/AC/02</b>	<b>DECLARATIONS OF INTEREST and DISPENSATIONS</b>	
	Cllr Ashcroft – relation of Officer Cllr Worboys WRHA Chair & allotment holder Cllr Ratcliffe – Neighbour of Tina Blaber	
<b>2023/AC/03</b>	<b>APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING</b>	
Recording Commenced	A matter was raised as an additional motion to record the meeting for minuting purposes – this was agreed by the Chair and those in attendance.  IT WAS RESOLVED that the minutes of the Assets Committee meeting of 1.11.22 be approved as a true and accurate record of the meeting and be signed by the Chair.	Proposed: TW Seconded: JD. All in favour
<b>2023/AC/04</b>	<b>OPEN MEETING</b>	
	3 members of the public in attendance Submission received from Tina Blaber and Putting Green Tenant Nancy Turvey, it was noted the concerns raised in relation to a 5 year tender and the temporary licences provided to Nancy Turvey, IT WAS AGREED that a meeting would be convened and Cllr Pegg will respond accordingly via the Clerk.	

<b>2023/AC/05</b>	<b>EXCLUSION OF PRESS AND PUBLIC</b>	
	<p>Pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960 as extended by S100 of the Local Government Act 1972</p> <p>There were 3 members of the public at the meeting, an Officer was present and the Honorary Warden.</p> <p>Items 6B, 7A &amp; B to be heard in 3D</p>	<p>Proposed: SP Seconded: MA All in favour</p>
<b>2023/AC/06</b>	<b>STATION APPROACH</b>	
3D Opened	<p>A - IT WAS RESOLVED STC Assets Committee received a presentation from Tina Blaber on ideas relating to space at Station Approach Putting Green</p> <p>B – IT WAS RESOLVED that STC Assets committee consider concept and taking of matter to full council for further consideration, and formation of a task and finish group with agreed terms of reference</p> <p>C – Agenda item removed by Chair</p>	<p>Proposed: PR Seconded: SB All in favour</p> <p>Proposed: SB Seconded: MA All in favour</p>
<b>2023/AC/07</b>	<b>PUTTING GREENS</b>	
3D Closed.  – FF & MA returned to the meeting	<p>A - IT WAS RESOLVED Committee noted an update in relation to Station Approach Putting Green</p> <p>B - IT WAS RESOLVED Committee noted an update in relation to Beeston Hills Putting Green</p> <p>C - IT WAS RESOLVED agree for maintenance to be revisited and Contractor Costs obtained by the Clerk</p>	<p>Proposed: MA Seconded: SB All in favour</p> <p>Proposed: RS Seconded: IK All in favour</p> <p>Proposed: PR Seconded: MA All in favour</p>
<b>2023/AC/08</b>	<b>ALLOTMENTS</b>	
	<p>IT WAS RESOLVED that Committee note a verbal update on allotments and the Clerk provide the cost versus budget of the additional plots.</p> <p>IT WAS RESOLVED that committee note the update report on the allotments from the project officer.</p>	<p>Proposed: PR Seconded: IK All in favour Clerk/Project Officer</p>

	IT WAS RESOLVED that the Committee request the Project Officer obtain 3 quotes for the groundworks related to the additional plots, with delegated authority to the Clerk to agree and instruct the Contractor.	
<b>2023/AC/09</b>	<b>CEMETERY UPDATE</b>	
	A - IT WAS RESOLVED that Committee to note and agree the cemetery priority overview document  B – IT WAS RESOLVED Committee to approve the cemetery and commons noticeboard & signage proposed budget of £5600  C – Removed from Agenda by Clerk in agreement with Chair	Proposed: SB Seconded: PR All in favour  Proposed: PR. Seconded: SB. 6 for 2 Against Project Officer
<b>2023/AC/10</b>	<b>BEESTON COMMONS</b>	
	IT WAS RESOLVED that Committee note the report provided by the Honorary Warden  IT WAS RESOLVED that Committee agree Maintenance Team fitting safety measures recommended (wire netting and signage)	Proposed: RS Seconded: JD. All in favour Clerk
<b>2023/AC/11</b>	<b>FENMOWING/WINTER WORK</b>	
	IT WAS RESOLVED that Committee received an update on the Fen Mowing/Winter work from the project officer.  IT WAS RESOLVED that Committee note a verbal report from The Project Officer regarding a meeting at the Common with Rory Hart and others, with the Project Officer reporting back on funding opportunities and sharing of equipment costs.  IT WAS RESOLVED after comments by the Chair that the Clerk review the Stewardship Grant Contract	Proposed: SB Seconded: JD All in favour
<b>2023/AC/12</b>	<b>STREET LIGHTING</b>	
	IT WAS RESOLVED Committee agree the layout of Streetlights proposed at the Weybourne Road Development	Proposed: SP Seconded: IK. All in favour Clerk
<b>2023/AC/13</b>	<b>TREE SURVEY</b>	
	IT WAS RESOLVED Committee received an update from the Task and Finish Group and Project Officer regarding Tree works.	Proposed: RS Seconded: SP. All in favour

	The Chair thanked Cllr Pegg, Cllr Dorey, and himself for the help they had provided on the project and savings made, Cllr Pegg added that there was a bill received from STC Solicitors in relation to Sheringwood.	
<b>2023/AC/14</b>	<b>CCTV</b>	
	IT WAS RESOLVED that Committee agree the Supplier of replacement CCTV and costs recommended by the Clerk	Proposed: MA. Seconded: IK. All in favour Clerk
<b>2023/AC/15</b>	<b>BUILDINGS &amp; ASSETS SURVEYS</b>	
	IT WAS RESOLVED Committee noted an update from the Clerk in relation to Building Surveys	Proposed: SB Seconded: RS All in favour
<b>2023/AC/16</b>	<b>SPORTS ASSOCIATION</b>	
	IT WAS RESOLVED that committee received an update from the Pavilion Task & Finish Group  IT WAS RESOLVED that committee agree Co-option of Charles Sanders to the Pavilion Task and Finish Group	Proposed: JD Seconded: RS. All in favour  Proposed: PR Seconded: IK All in favour.
<b>2023/AC/17</b>	<b>BENCHES UPDATE</b>	
	IT WAS RESOLVED Committee agree recommendations made by Project Officer following review meeting with Stakeholder group 9.2.2023  IT WAS RESOLVED that meeting continue after 9:30 until a latest time of 10pm in accordance with Standing Orders	Proposed: PR. Seconded: SB. All in favour  Proposed: SB Seconded: JD. All in favour
<b>2023/AC/18</b>	<b>PURCHASE OF TRACTOR EQUIPMENT</b>	
	IT WAS RESOLVED that the proposal be reviewed at the next meeting, with further information provided regarding funding potential and justification in more detail	Proposed: PR Seconded: SB. All in favour
<b>2023/AC/19</b>	<b>DATE OF NEXT MEETING</b>	
	Next meeting Thursday 13 <sup>th</sup> April at 7.30 pm at Sheringham Community Centre.	All/Clerk

The meeting closed at 9.45 pm.

Chair .....

Date: .....

DRAFT