



SHERBURN IN ELMET TOWN COUNCIL

DRAFT Minutes of the SETC Asset Management and Events Committee meeting held Monday 5 September 2022 at 7pm in Eversley Park Centre, Sherburn in Elmet.

Present: Councillor David Brook (Committee Chairman) Councillor Gary Limbert, Councillor Malcolm Ward, Councillor David Buckle and 2 members of the public - Councillor Peter Baumann (attending as Chairman of SETC Personnel Committee) and Councillor Mario Redhead.

Item 1/AMEC Sept.	Apologies: <i>a. To receive and note apologies for absence.</i> None received, all committee members present at this meeting. <i>b. To consider reasons for absence received</i> None received, all committee members present at this meeting.
Item 2/AMEC Sept.	Declarations of Interest: <i>a. To receive any declarations of interests from Members</i> Councillors Brook and Buckle declared an interest in items 6 (a) <i>b. To consider any dispensation requests received</i> None received
Item 3/AMEC Sept.	Public session: No matters raised by any member of the public.
Item 4/AMEC Sept.	Minutes <i>a. To approve minutes of Asset Management and Events Committee Meeting held 1 August 2022, as a true and accurate record of that meeting</i> RESOLVED That the minutes of SEPC Asset Management and Events Committee meeting held 1 August 2022 be approved as a true and accurate record of that meeting.

Signed..... Date.....

<p>Item 5/AMEC Sept.</p>	<p>Asset Management</p> <p>a. To receive a report from the SETC Asset Maintenance Manager</p> <p>Report received.</p> <p>b. To identify matters arising from SETC Personnel Committee Meeting 08/08/22</p> <p>Councillor Baumann (Chairman of SETC Personnel Committee) highlighted matters arising from SETC Personnel Committee Meeting held 8 August. Annual appraisals have been undertaken and actions arising from them will be considered at the next meeting of the Personnel Committee on 12 September.</p> <p>c. To consider quotes obtained for motorised trailer and bowser</p> <p>RESOLVED</p> <p>That this matter be deferred until a detailed analysis of the following has been undertaken and presented to this Committee:</p> <ul style="list-style-type: none"> • What is needed • What machinery is available to undertake the work required • How would the AM Manager operate such machinery – would it be cost effective or practical • What is the likely cost involved • Is the work better suited to another member of staff rather than a machine <p>d. To consider quotes for White Rose play area repairs</p> <p>RESOLVED</p> <p>That the AM Manager obtain all quotes for work required and to action work which is considered by him to be urgent.</p> <p>e. To consider review of leases and deeds related to SETC assets</p> <p>RESOLVED</p> <p>That the leases for the following be examined and a report be submitted to SETC as to amendments recommended:</p> <p>Fishing pond White Rose Recreation Ground Eversley Park Rugby Club Allotment site</p>
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Signed..... Date.....

f. To receive an update re: Eversley Park Centre guttering repairs

Councillor Limbert highlighted that the contractor for this work has been appointed and SETC is waiting to confirm a start date.

RESOLVED

That this be noted.

g. To consider repairs to Fairways changing rooms and toilets

RESOLVED

That information regarding the repairs required be sourced and presented to this Committee

h. To receive an update re: allotment management

Councillor Limbert, Councillor Baumann and Councillor Redhead provided a detailed update on the current management of the allotment site and potential action moving forward.

RESOLVED

That this be noted.

That advice is sought from SETC Insurance provider regarding insurance provisions for the site.

Investigation is undertaken regarding ownership of the allotment site land

AM Manager be delegated to manage the site on a day-to-day basis.

i. To approve specifics of contract for new storage container/shed and award to preferred contractor.

RESOLVED

That this matter be deferred until a defined need can be identified.

That the area be cleared and levelled off.

Exclusion of the press and public:

To consider exclusion of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed as such, publicity of which is considered to be prejudicial to the public interest (agenda item 5 j only)

	<p>RESOLVED:</p> <p>That the press and public, with the exception of Councillor Redhead, be excluded from this Committee meeting, by virtue of Public (Admission to Meetings) Act 1960, due to the confidential nature of the business to be discussed as such, publicity of which is considered to be prejudicial to the public interest (agenda item 5 j only).</p> <p><i>j. To receive an update re Angling Club; to consider related matters and any further action required.</i></p> <p>RESOLVED:</p> <p>That the update provided on Angling Club be noted.</p> <p>That no further action required at this time.</p>
<p>Item 6/AMEC Sept.</p>	<p>Events:</p> <p><i>a. To consider further actions necessary re Picnic in the Park style event</i></p> <p>RESOLVED:</p> <p>That an informal meeting of all parties involved in this event be organised.</p> <p>That a written report is submitted to this Committee which lists all items of expenditure and timelines for approval by this Committee.</p>
<p>Item 7/AMEC Sept.</p>	<p>Risk Management:</p> <p><i>a. To receive an update on Health and Safety inspections and consider any action arising from said inspections</i></p> <p>RESOLVED</p> <p>That the update on Health and Safety Inspections provided by Councillor Brook be noted.</p>
<p>Item 8/AMEC Sept.</p>	<p>Next meeting:</p> <p><i>To confirm date, time and venue for next meeting of SEPC Asset Management and Events Committee</i></p> <p>RESOLVED:</p> <p>That the next meeting of Sherburn in Elmet Town Council Asset Management and Events Committee is held on Monday 3 October 2022 at 7pm</p>

Signed..... Date.....

Meeting closed at 8.50pm

DRAFT

Signed..... Date.....