

TEIGNMOUTH TOWN COUNCIL

Minutes of a Meeting of the
Assets and Facilities Committee
held at **Mayor's Parlour - Town Hall** on
Monday, 22nd January, 2024 at 3.30 pm

Present:

Councillors J Atkins (Chair), P Lloyd and V Rudge

Absent:

R Phipps, M Jackman and C Williams

Officers In attendance:

Town Clerk
Projects & Facilities Manager

102 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Williams & Jackman

Resolved that the apologies be noted

103 DECLARATIONS OF INTEREST

None were received

104 MINUTES

Members considered the minutes of the Assets & Facilities Sub-Committee meeting held on 20th November 2023.

It was noted that TDC had not responded to the handing back of 2 areas of land by the Den.

Resolved that the minutes of the Assets & Facilities Sub-Committee meetings held on 20th November 2023 be approved and signed as a correct and accurate record of the meeting.

Proposer: Cllr Rudge
Seconder: Cllr Lloyd

Carried 3 - 0

105 ACTION POINT UPDATE

- Cllr Lloyd to approach Sea Scouts, Air Cadets & Scouts for volunteers – Ongoing from previous meeting.

Update: Cllr Lloyd stated that she would like to defer this until further notice while she considers further the risks and issues with using children to carry out works for the Teignmouth in Bloom project. Agreed

- Cllr Lloyd to arrange the 1st meeting of the Teignmouth in Bloom working group and to invite an officer of the Council to attend and to produce draft Terms of Reference for this working group for approval at this meeting.

Update: The 1st TiB working group meeting had sat on 18th January. Please refer to the Working Group meetings area on the Town Council Website for further information.

106 REPLACEMENT CCTV

The P&FM and TC gave an update on the CCTV programme progress

107 TOWN CLOCK

The P&FM gave an update on the recent assessment and service visit for the Town Clock carried out by the new contractor replacing Time Flies.

ACTION: TC & P&FM to discuss the future of the clock with the current building owner.

108 IT REPLACEMENT

The P&FM gave an update on the requirement to replace the IT equipment for the Town Council. This is due to the imminent withdrawal of Windows 10 support in the Autumn of 2024.

Discussions were had surrounding the provision of Tablets to councillors to help with the reduction of paper for council meetings.

It was decided that councillors should approach their own political parties to see if they can provide tablets for their use.

ACTION: All Cllrs to approach their own political parties to request the provision of tablets.

It was agreed to bring back the subject of tablets to the A&F Committee should the political parties not provide the necessary equipment.

It was resolved that the P&FM should order the replacement of PCs & laptops in advance of the withdrawal of Windows 10.

Proposer: Cllr Atkins
Secunder: Cllr Rudge

Carried 3 - 0

109 TEIGNMOUTH IN BLOOM WORKING GROUP REPORT

Cllr Lloyd gave an update on the works carried out by the volunteers of the Teignmouth in Bloom project and all the positive feedback that the work had attracted.

The TC and P&FM gave feedback on the insurance position for volunteers whilst carrying out work for the project.

Cllr Lloyd resolved that a new member be added to the Working Group. It was agreed after discussion that the new member should provide a resume.

Proposer: Cllr Lloyd
Secunder: Cllr Atkins

Carried 3 - 0

110 RECAP ON ANY NEW ACTION POINTS

ACTION: TC & P&FM to discuss the future of the clock with the current building owner.

ACTION: All Cllrs to approach their own political parties to request the provision of tablets.

111 DATE OF NEXT MEETING

Next Meeting – Monday 18th March 2024 in the Mayor’s Parlour, Bitton House at 15:30

112 URGENT BUSINESS: GARDENING WORKS TO BITTON PARK AND THE TOWN

The P&FM gave an update on the gardening works required to be carried out in the town and to report on quotes received for carrying out works.

As part of the discussions, it was resolved that areas of Bitton Park be prepared for wilding using flower seed obtained as part of a grant.

Proposer: Cllr Rudge
Secunder: Cllr Lloyd

Carried 3 - 0

The meeting was closed by the Chairman at 5.15 pm

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Cllr J Atkins (Chair)