

# TEIGNMOUTH TOWN COUNCIL

Minutes of a Meeting of the  
**Assets and Facilities Committee**  
held at **Mayor's Parlour - Town Hall** on  
**Monday, 18th March, 2024 at 3.30 pm**

**Present:**

Councillors J Atkins (Chair), V Rudge and C Williams

**Absent:**

R Phipps, M Jackman and P Lloyd

**Officers In attendance:**

**113 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Jackman & Lloyd

**Resolved** that the apologies be noted

**114 DECLARATIONS OF INTEREST**

None were received

**115 MINUTES**

Members considered the minutes of the Assets & Facilities Sub-Committee meeting held on 22<sup>nd</sup> January 2024

**Resolved** that the minutes of the Assets & Facilities Sub-Committee meetings held on 22<sup>nd</sup> January 2024 be approved and signed as a correct and accurate record of the meeting

Proposed: Cllr Atkins  
Seconder: Cllr Rudge

2 in favour, 1 abstention as absent from the previous meeting

**116 ACTION POINT UPDATE**

- TC & P&FM to discuss the future of the clock with the current building owner

Update: Ongoing. TC & PFM to obtain the title deed for the building to establish the owner and approach to discuss ownership of the clock.

- All Cllrs to approach their own political parties to request the provision of tablets

Update: Ongoing. The issuance of tablets to Cllrs was further discussed and it was agreed that ALL Cllrs would be approached to ask them if they would like a tablet

Action: TC to contact all Cllrs

**117 REPLACEMENT CCTV**

The P&FM and the TC gave an update on the roll out progress of the Town CCTV. It was noted that a couple of FOIs had been received but had been dealt with to the requesters' satisfaction.

**118 TOWN TOILETS**

The TC and P&FM gave an update on the Town Toilets project and the transfer progress from Teignbridge.

**119 COMMUNITY UNITS**

The committee were given an update on progress which included the outcome of the ecology survey, which has necessitated a further emergence survey to need to be carried out in May / June later this year.

**120 WORKSHOP**

The committee were updated on the progress for the replacement workshop in Bitton Park. The planning permission has now been granted by TDC and this project will be progressing soon.

**121 GAS BOILER**

The committee were briefed on the state of the gas boiler at Bitton House and the possibility of it being condemned before next winter. The state of the basement and the removal of the concrete extension were also discussed.

The committee were asked to approve the acquisition of quotes to replace the boiler, remove the concrete extension and start works to update the basement using the earmarked reserves already in place for Bitton House.

Proposed by Cllr Atkins  
Seconded by Cllr Rudge

Carried 3-0

**122 BASEMENT WORKS**

Please see this item in conjunction with point 9 (Boiler)

**123 CONCRETE EXTENSION TO THE EAST SIDE OF THE BASEMENT ENTRANCE**

Please see this item in conjunction with Items 9 (Boiler) & 10 (Basement Works)

**124 BITTON HOUSE SIGNAGE**

The committee were briefed on the introduction of a no dogs (except accessibility dogs) policy in Bitton House. Signage to this effect has been added to the internal glass door on entering Bitton House.

**125 RECAP ON ANY NEW ACTION POINTS**

- TC to contact all Cllrs re: the issuance of Android tablets for Council business
- TC and P&FM to ascertain the ownership of the Town Clock by interrogation of the title deed and lease

**126 DATE OF MEETINGS FOR 2024 / 25**

The committee were requested to resolve to amend the frequency of future Assets & Facilities to monthly going forward, due to the number of projects now in progress

Proposed by Cllr Atkins  
Seconded by Cllr Williams

Carried 3-0

Agreed future meeting dates now to be:

- Monday 22nd April 2024 @ 15:30
- Monday 20th May 2024 @ 15:30
- Monday 17th June 2024 @ 15:30
- Monday 22nd July 2024 @ 15:30
- Monday 23rd September @ 15:30
- Monday 21st October 2024 @ 15:30
- Monday 18th November 2024 @ 15:30
- Monday 16th December 2024 @ 15:30
- Monday 20th January 2025 @ 15:30
- Monday 17th February 2025 @ 15:30
- Monday 24th March 2025 @ 15:30
- Monday 28th April 2025 @ 15:30

The meeting was closed by the Chairman at 5.37 pm

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Cllr J Atkins (Chair)