

**Minutes of the hybrid meeting of the Management, Estates and Strategy Committee
held on Tuesday 5 July 2022 at 6pm in the Old Wool Market**

Present Cllr P Johnson MES Committee Chairman
 Cllr R Blacklaw-Jones
 Cllr A Buckfield Chairman of Council / Mayor - Ex-officio
 Cllr A Griffiths
 Cllr T Moses arrived at 6.06pm
 Cllr G Roberts MES Committee Vice Chairman
 J Raymond Town Clerk

Observer Cllr R Evans
 Cllr S Pearce
 Cllr B Simister
 Cllr M Lewis
 Members of the public

Apologies none received

Declarations of interest from Members

<i>Agenda Item</i>	<i>Member</i>	<i>Interest</i>	<i>Nature of interest</i>
No declarations made			

Updates on the minutes of the last meeting

At the last meeting, all voted to move the meeting day from the first Monday of the month to the first Tuesday. This recommendation was omitted from the minutes. All voted in favour of the recommendation for inclusion in these minutes.

Recommendation **Meetings are held on the first Tuesday of the month**

2022-2023 Action Plans

Cemeteries:

Lower Prendergast: Tender for final phase of repairs to boundary wall to be issued.

Upper Prendergast: Railings to be reviewed later in year, as any repairs may need to be considered in the setting of the 2023/2024 budget.

St Martins: The contract for the restabilising of a number of headstones is fully completed. The War Commission have installed headstones/markers on a number of graves which they have adopted.

Christmas Lights sub-committee: Meeting to be arranged of the sub-committee.

Community Garden: Meeting of the Steering Group to be arranged, first item of business will be to appoint a Chair. All voted in favour to accept the quotations for items as outlined in the minutes of 16 June 2022. It was agreed that a community interest company would need to be set up in the future to continue the running of the garden, however the priority is to set it up. The funder has asked for clarification on the future of the project following sight of an article in the local press. All voted in favour to respond to the funder to advise them that we are progressing with the project with the intent to deliver it by the 31 March 2023 (funding deadline). The funding is already being spent on the delivery of administration by the Council Staff.

Picton Centre: Solicitor's for both parties are progressing with the lease agreement. A number of Councillors attended the Youth Club opening evening at the Picton Centre and were impressed by the services available on site. It was felt it would be useful to update our website to state that we are pleased to provide the Picton Centre for the delivery of youth services; if the facility is missed by groups, we would recommend looking to other facilities such as (then list alternative venues).

R11/02

Priory Saltings: Progressing with removal of Japanese knotweed on site. The Saltings is included in the Open Meadows Day events. It was agreed to obtain a quotation for the replacement of the steps.

Sports Pavilion: No update.

Recommendation

Community Garden – quotations as outlined in the minutes of 16 June 2022 are accepted:

- **Polytunnel – Supplier 2 £3390 net;**
- **Composting Disabled Toilet – Supplier 1 £2340.83 net;**
- **Garden Room / Office – Supplier 3 £11,833.33 net;**
- **Compost Bins – Supplier 2 £969.55 net**

Drafting of 2023-2024 Action Plans

It was agreed that there will be action plan required for the Sports Pavilion or Picton Centre. The action plans required are for: Cemeteries, Christmas lights, Community Garden, Priory Saltings. Also, possibly consider any new projects that may require a draft action plan. The Events Sub-Committee need to consider drafting an action plan.

Items for next agenda

No items were requested.

With no further business to consider, the meeting ended at 7.14pm