

**Minutes of the hybrid meeting of the Management, Estates and Strategy (MES) Committee  
held on Tuesday 7 January 2025 at 6pm in the Old Wool Market**

<b>Present</b>	Cllr B Simister	MES Committee Chairman
	Cllr M Lewis	Chairman of Council/ Mayor – Ex-Officio
	Cllr C Black	
	Cllr K Manakonda	
	Cllr T Moses	
	Cllr S Pearce (joined 6.06pm)	
	Cllr R Thomas-Turner	
	V Lewis Camacho	Town Clerk
D Lawrence	Facilities Manager	

**Apologies (Item 1)** Cllr P Lewis

**Observers** Cllr H Lewis  
Cllr D Thomas-Turner  
Member of the public

The Chair welcomed everyone to the meeting.

**Item 2 - Declarations of interest from Members**

<b>Agenda Item</b>	<b>Member</b>	<b>Interest</b>	<b>Nature of interest</b>
None			

**Item 3 – Appointment of Vice-Chairman**

The Chair asked for nominations for Vice-Chairman for the ensuing year. Cllrs C Black and R Thomas-Turner proposed their own appointments. These were seconded by Cllrs K Manakonda and Tom Moses, respectively. The appointment was put to the vote. Cllr R Thomas Turner asked for a recorded vote. The results were as follows:

Appointment of Cllr C Black	Votes in favour from Cllrs C Black, Tom Moses
Appointment of Cllr R Thomas-Turner	Votes in favour from Cllrs K Manakonda, B Simister, R Thomas-Turner

<b>Recommendation</b>	<b>Cllr R Thomas-Turner is appointed Vice-Chairman of MES Committee for the remainder of civic year 2024-25</b>
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**Item 4 – Minutes of the last meeting 3 December 2024**

The meeting was inquorate.

**Item 5 - Actions and updates, as set out in the Clerk’s report**

The Committee noted the updates contained in the Clerk’s report pertaining to cemeteries (replacement gate at St Martin’s Cemetery due to complete this month), Priory Saltings (new boardwalk complete), Sports Pavilion (replacement water heating system work complete), Picton Centre lease (formal response awaited from PCC, meanwhile prudent rental income adjustment included in 2025-26 budget), Old Wool Market (stonemason review of external walls undertaken/estimate of costings awaited to include the more urgent works), Christmas Lights (stock reliability issues during Christmas 2024, meeting with existing contractor and Christmas Lights Sub-Committee being scheduled and to plan tender), Civic and other events (see Action Plans Recommendation). Some ongoing actions have been included in 2025-26 MES Action Plans.

**Item 6 – MES 2025-26 Action Plans and Budget**

The Committee reviewed the following Action Plans containing draft budgets for 2025-26 and beyond, to support allocation of reserves to cover future events, planned projects and for the medium and longer-term maintenance of the Council’s buildings and estates (including cemeteries).

## MES Action Plans 2025-26

Civic and Other Events  
 Christmas Lights and Switch On Event  
 Town Improvements  
 Cemeteries: St Martin's, Upper/Lower Prendergast  
 Sports Pavilion & Upper/Lower Racecourses  
 Priory Saltings  
 Old Wool Market  
 Picton Centre  
 Community & Communications (website & social media)

The Committee discussed the maintenance of the Picton Centre and the likelihood that the windows and doors and roof would require replacement / repairs in the medium-term. Similarly, the building and maintenance needs within the Council's estate (including its cemeteries) have been considered and included within reserves earmarked for that purpose. However, at the appropriate time, the Council would be mindful to seek grants for building works and or projects where possible.

The Committee discussed town improvements including bunting (a tender would take place for the installation of the summer bunting in 2025), floral displays and provision of salt bins which required further consideration by Council.

The Committee also considered the discussion at the last Full Council Meeting with Pure West Radio about putting on additional events in the town. It was agreed to recommend to Council that such additional events include a Carnival, Beer Festival, and Family Fun Day and that sufficient budget should be allocated in 2025-26 to ensure that these events are as successful as possible. The Committee also recognised the potential for local businesses to sponsor these events, if they prove successful.

The Clerk noted that the Council would also be supporting VE80 Day on 8 May and the proposed budget was discussed for that event.

<b>Recommendation</b>	<b>To Include an increase in Town Events 2025-26 budget to support putting on additional events in 2025 including VE80 Day (May), Carnival (July), Beer Festival (June), and a Family Fun Day (August) such events totalling £27,000. Proposed by Cllrs R Thomas-Turner and C Black. All voted in favour.</b>
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<b>Recommendation</b>	<b>Subject to minor revisions, the MES Action Plans for 2025-26 are approved. Proposed by Cllr R Thomas-Turner and seconded by Cllr C Black. All voted in favour.</b>
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### Item 7 - Items for next agenda

None

### Item 8 – Next scheduled meeting – 4 February 2025, 6 p.m. at Old Wool Market

With no further business to consider, the meeting ended at 6.56pm.

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