

**Minutes of the hybrid meeting of the Management, Estates and Strategy (MES) Committee  
held on Thursday 3 July 2025 at 6pm in the Old Wool Market**

<b>Present</b>	Cllr B Simister Cllr R Thomas Cllr C Black Cllr T Moses Cllr R Thomas-Turner	(in the Chair) Chairman of Council / Mayor – Ex-officio
<b>In attendance</b>	V Lewis Camacho E Gear D Lawrence Cllr D Thomas-Turner	Town Clerk Deputy Town Clerk Facilities Manager

1. Apologies for absence received from Cllr S Thorley. Absent: Cllr(s) K Manikonda and S Pearce.

**2. Declarations of interest from Members**

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

**3. Matters arising from the minutes of the last meeting**

The minutes of the Committee's meeting held on 5 June 2025 and recommendations made to Full Council had been approved at the Full Council meeting held on 19 June 2025.

**4. Appointment of Vice Chairman**

Cllr R Thomas-Turner proposed and Cllr T Moses seconded the appointment of Cllr C Black as Vice-Chairman. All in favour.

**5. Actions and updates from Clerk's report**

The Committee discussed the updates set out in the Clerk's report. The following items were discussed:

Havergardd/Community Garden	Clerk noted contact from V Moller, Grwp Resilience about extending lease of the Community Garden. <b>See Recommendation 1</b>
Sports Pavilion / Lower Racecourse Car Park	ANPR camera was being installed on 7 July. Emma Gear noted Clerks looking into an annual maintenance contract for CCTV system. Cllr B Simister commented on the speed bump when exiting the main gate and whether it was hindering exit on to a busy road. <b>See Recommendation 2.</b>
Picton Centre	Clerk had made contact with Council's solicitors with regard to drawing up a letter. <b>See Recommendation 3.</b>
Old Wool Market	A small fridge was being ordered for use in the Mayor's Parlour using the Mayor's expense allowance. The Mayor noted a few items which appear to be missing from the inventory following the move from Picton House, one of which may be at the Archives. A committee size meeting table was being sourced. <b>See Recommendation 4.</b>
Bridge Meadow (Maintenance)	Dan Lawrence provided update on rat issue. <b>See Recommendation 5.</b>

Notice Boards	The three notice boards in Garth Ward (Trafalgar Road, Fleming Crescent & Gerald Road/Top Peggys Lane) discussed as well as prioritising the notice board located in the former Wilco's car park in Castle Ward. <b>See Recommendation 6.</b>
Portfield Fair	Clerk arranging meeting with relevant parties at PCC with Showmen's guild to secure location, ideally St Thomas' Green for October 2025. An update will be brought to Full Council Meeting on 17 July 2025.
Town Events	Clerk confirmed Pure West Radio will be providing an update to Full Council (potentially on Thursday 24 July before Bridge Meadow Trust Meeting).

<b>Recommendation 1</b>	<b>Clerk to look into lease arrangement and speak to Cllr S Pearce in first instance. Proposed: Cllr R Thomas-Turner. Seconded Cllr C Black. All in favour.</b>
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<b>Recommendation 2</b>	<b>Groundsmen and other Member users to monitor speed bump on existing car park for a month and to review at September MES meeting, whether to move it further inside the gate. Proposed: Cllr R Thomas-Turner. Seconded: Cllr R Thomas. All in favour.</b>
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<b>Recommendation 3</b>	<b>Clerk to instruct Council solicitors to draft a firm letter to PCC to prompt a response for review by Full Council at its meeting on 17 July 2025. Proposed: Cllr R Thomas-Turner. Seconded: Cllr C Black. All in favour.</b>
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<b>Recommendation 4</b>	<b>Clerk to ask Havershed if a table could be made for the Mayor's Parlour. Proposed: Cllr R Thomas-Turner. Seconded Cllr C Black. All in favour.</b>
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<b>Recommendation 5</b>	<b>Clerk to send letter to Retail Park Stores to ask for information on their experience in terms of rat infestation and to seek support in finding a solution. Follow up to be brought to Bridge Meadow Trust Meeting Agenda. Proposed: Cllr R Thomas-Turner. Seconded: Cllr T Moses. All in favour.</b>
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<b>Recommendation 6</b>	<b>Clerk to:</b> <b>1) Seek to clean up all three notice boards in Garth through volunteer group. Source consensus within the ward on the use of the notice boards in Fleming Crescent and Peggys Lane to establish if any could be relocated.</b> <b>2) Prioritise replacing notice board in Wilcos car park speaking with Norman Industries, Havershed in first instance.</b> <b>Proposed: Cllr R Thomas-Turner. Seconded: Cllr T Moses. All in favour.</b>
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## 6. Items for next agenda

None.

## 7. Date of next meeting

The next scheduled meeting will be held on Thursday 4 September 2025 at 6pm

With no further business to consider, the meeting closed at 5.23pm