



**WISBECH TOWN COUNCIL**  
**ASSETS MANAGEMENT COMMITTEE**

**22 MAY 2018 – 7.30 pm**

**MINUTES OF MEETING**

**Present:** Councillors Balsevics, Chairman; Councillors Miss Hoy, Maul, Miss Oliver and Tibbs.

**Apologies:** Councillor Wing.

**In attendance:** Mrs S Farmer (Operations Manager and Deputy Clerk) and Mr M South (Assets Manager).

The minutes of the meeting of the Assets Management Committee held on 8 May 2018 were confirmed and signed.

**A1/18 Election of Chairman**

On the proposal of Councillor Miss Hoy, seconded by Councillor Tibbs, it was decided that Councillor Balsevics be elected as Chairman of the Assets Management Committee for the municipal year 2018/19.

**A2/18 Public Participation – Allotments site at Dowgate Road**

A spokesman for the Dowgate Allotments Association asked the committee to consider a quotation which the association had obtained for the installation of a gate and fencing at this allotments site.

The council's Operations Manager reminded members that a decision as to a specific course of action had been made, which involved the acceptance of a quotation obtained by the council, at minute A27/17 (2). However, members indicated that they would be happy for the alternative quotation to be circulated to them by e-mail for consideration.

The committee was informed that the association has concerns regarding weed growth on tracks and untenanted plots and that tenants remain willing (as had been mentioned previously at minute A23/17) to undertake the filling of potholes, rather than have the access road be subject to significant works.

Members decided that the comments of the spokesman for the Dowgate Allotments Association be noted and taken into account, as appropriate, at minute A5/18.

**A3/18 Election of Vice-Chairman**

On the proposal of Councillor Miss Hoy, seconded by Councillor Maul, it was decided that Councillor Miss Oliver be elected as Vice-Chairman of the Assets Management Committee for the municipal year 2018/19.

**A4/18 Public Toilets**

Further to minute A26/17, members considered – having regard for information from a company which has considerable expertise in the field of public conveniences – developing a scheme of improvement for the public toilets owned and operated by Wisbech Town Council.



The council's Operations Manager informed members that further information is still being sought for the purpose of considering potential proposals for improvement of the public toilets operated by the Town Council. She mentioned that the plans of the Exchange Square toilets had now been received from Fenland District Council, which could be used for obtaining specific quotations.

Members decided, on the proposal of Councillor Miss Hoy, seconded by Councillor Tibbs, that

- (1) quotations be sought for both a general refurbishment scheme and a range of enhancements for the toilets at Exchange Square and Wisbech Park;
- (2) the council's Operations Manager would write to the Manager of the Horsefair Shopping Centre to ask if Wisbech Town Council could assist in any way to securing re-opening of the toilets at the shopping centre.

In addition, Operations Manager would seek an update on the Public Rest Rooms Initiative which had been agreed by the council at minute 190/17.

**A5/18 Allotments**

Further to minute A27/17, members considered - having regard for the cost of undertaking repair works to the access road (quotations awaited) - what action to take with regard to a programme of maintenance works at the Dowgate Road allotments site.

Quotations for the works were tabled for members' consideration; these were in the sums of £1,760.00 (plus VAT) and £2,015.20 (plus VAT).

The council's Assets Manager informed members that access would be needed for the work to be carried out; this would impact upon tenants' access to allotment plots. Consequently, tenants would be informed of the dates that the work would be carried out and provided with details of how access to their plots would be affected at that time.

Members decided, on the proposal of Councillor Tibbs, seconded by Councillor Miss Hoy, that, as the quotations were for the same specifications of work, the lower of the two quotations received be accepted.

**Meeting finished at 7.50 pm.**

Signed.....

Dated.....