



BUILDINGS MAINTENANCE COMMITTEE MEETING

DATE 8 SEPTEMBER 2025

TIME 9.00AM

VENUE SALISBURY GARDENS

To: ALL MEMBERS OF VENTNOR TOWN COUNCIL BUILDINGS MAINTENANCE COMMITTEE

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE VENTNOR TOWN COUNCIL BUILDINGS MAINTENANCE COMMITTEE TO BE HELD ON **MONDAY 8TH SEPTEMBER 2025** AT SALISBURY GARDENS, DUDLEY ROAD, VENTNOR, ISLE OF WIGHT, PO38 1EJ, COMMENCING AT **9.00AM** FOR THE PURPOSE OF TRANSACTING THE BUSINESS AS SET OUT IN THE AGENDA BELOW.

SIGNED

Dated 2 September 2025

SHELLEY SCOTHORNE, TOWN CLERK

1 SALISBURY GARDENS, DUDLEY ROAD, VENTNOR, ISLE OF WIGHT, PO38 1EJ

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AGENDA

ITEM	SUBJECT	PURPOSE
<i>A PUBLIC FORUM FOR UP TO 30 MINUTES</i>		
1)	APOLOGIES FOR ABSENCE	RECORD
2)	DECLARATIONS OF INTEREST	RECORD
3)	MINUTES OF THE MEETING HELD ON 18 TH JUNE 2025	APPROVAL
4)	CAPITAL REPAIRS PROGRESS TO PROVIDE AN UPDATE ON PROGRESS WITH THE OUTSTANDING LIST OF CAPITAL REPAIRS REQUIRED TO VARIOUS ASSETS	PAPER A – TO FOLLOW DECISION
5)	LEGIONELLA RISK ASSESSMENT TO DISCUSS THE FINDINGS FROM THE ANNUAL LEGIONELLA RISK ASSESSMENTS	PAPER B – TO FOLLOW DECISION
6)	ELECTRICAL INSTALLATION REPORTS TO DISCUSS HAVING ELECTRICAL INSTALLATION REPORTS FOR THE VARIOUS ASSETS THAT VENTNOR TOWN COUNCIL IS RESPONSIBLE FOR	PAPER C – TO FOLLOW DECISION
7)	MAINTENANCE ASSESSMENT & PRIORITISATION STRATEGY TO ESTABLISH A CLEAR, TIMELY, AND FINANCIALLY RESPONSIBLE PROCESS FOR IDENTIFYING, ASSESSING, PRIORITISING, AND DELIVERING MAINTENANCE NEEDS ACROSS COUNCIL ASSETS.	PAPER D – TO FOLLOW DECISION
8)	SALISBURY GARDENS KEY HOLDER & INSURANCE CLARIFICATION OF INSURANCE REQUIREMENTS REGARDING KEYHOLDER RESPONSIBILITIES	PAPER E – TO FOLLOW INFORMATION
9)	SALISBURY GARDENS STRATEGIC FINANCIAL REVIEW AND LONG-TERM SUSTAINABILITY PLAN FOR LEASED COMMUNITY BUILDING	PAPER F – TO FOLLOW DECISION

10)	VENTNOR PARK LIGHTING REMOVAL – VERBAL UPDATE	INFORMATION
11)	DATE OF THE NEXT MEETING	INFORMATION
	9AM, WEDNESDAY 22 OCTOBER 2025	