



# MINUTES OF A MEETING OF THE BUILDINGS MAINTENANCE COMMITTEE

GREEN ROOM, SALISBURY GARDENS 9AM

18 JUNE 2025

Members present:-

Councillors: Ian Bond (Chair), Mark Jefferies, Linda Jefferies

Clerk: Katherine Baldwin

Officers: Morgan Williams

MINUTE SUBJECT

DRAFT

15/25 PUBLIC FORUM

There were no members of the public present.

16/25 APOLOGIES FOR ABSENCE

There was an apology from Cllr Steve Cooper.

17/25 DECLARATIONS OF INTEREST

No Declarations of Interest were received.

18/25 MINUTES OF THE PREVIOUS MEETING – 9 APRIL 2025

The Minutes of the meeting of 9 April 2025, having been previously circulated to Members. Cllr Bond suggested some amendments to the wording for item 14/25.

**It was unanimously agreed to:**

Accept Minutes of the Buildings Maintenance Committee meeting of 9 April 2025 subject to Cllr Bond's amendments for item 14/25.

19/25 CCTV

Finance has not been accrued for the CCTV. It was noted that the Esplanade toilets are in a state of disrepair and whether it is worth installing CCTV prior to completion of the repairs.

**It was unanimously agreed to:**

Defer the installation of the CCTV until the completion of major repairs.

20/25 CAPITAL REPAIRS BUDGET

There was a discussion about works to the Esplanade toilets. It was suggested that approximately £5-6k would be needed for the works with the roof being a priority item.

There was a discussion about works to the Ventnor Park toilets and it was estimated that approximately £2-3k would be needed for the minor repairs.

There was a discussion about works to Salisbury Gardens and it was noted that some tiles are missing on the roof. The redecoration of the basement could be done by the Maintenance Manager.

It was noted that there is no budget for maintaining the fountain in Spring Hill Gardens.

The officers would obtain quotations for the works and present them at the August Committee meeting. It is likely that the works would take place at the end of the year.

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It was suggested that the Committee delegate the progression of contracts to the Clerk in consultation with the Chair once quotations had been agreed by the Committee at the August meeting.

**It was unanimously agreed to:**

- a) Allocate the budget as follows:
  - i. Esplanade Toilets - £6k initially
  - ii. Ventnor Park Toilets - £2k
  - iii. Salisbury Gardens - £4k
- b) Instruct officers to obtain quotations for the works and present the quotations and proposals to the Committee for decision at the August Committee meeting.
- c) Delegate to progression of the contracts to Clerk in consultation with the Chair once the quotations have been agreed at the August Committee meeting.

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**21/25      DATE OF THE NEXT MEETING**

Monday 18<sup>th</sup> August 2025 at 9am

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The meeting closed at 9.45am

SIGNED BY THE CHAIR

DATE

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