



MINUTES OF A MEETING OF THE BUILDINGS MAINTENANCE COMMITTEE

DRAFT

LG1 ROOM, SALISBURY GARDENS

9AM

10 DECEMBER 2025

Members present:-

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

Joint Clerks: Alison Killick & Morgan Williams

MINUTE SUBJECT

34/25 PUBLIC FORUM

There were no members of the public present.

35/25 APOLOGIES FOR ABSENCE

Apologies for absence received from Cllr Steve Cooper.

36/25 DECLARATIONS OF INTEREST

There were no Declarations of Interest received at this time.

37/25 MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of 8 September 2025 - having been previously circulated to Members - were taken as read and approved.

At this point in the meeting, the Chair updated the committee as to the recent discussions with Ventnor Enhancement Fund regarding the Park electrics, and their intention to produce a proposal for re-lighting the Cascade, for future Council decision.

The Chair also advised that, should a scheme for reconnecting the lighting to the bollards in the Park be subsequently approved, he had indicated to VEF that the council would be prepared to consider funding the cost of the associated cabling.

38/25 FINANCIAL UPDATE

Clerk Morgan Williams introduced this agenda item, providing detailed background against the submitted report, with information regarding receipts and payments against the budget lines that the Buildings Maintenance Committee is responsible for.

There is an anticipated year-end underspend of £2,750, and an income of £4,000 greater than the budget.

Of note, is the high expenditure on water charges – likely resulting in a leak.

Clerk Morgan Williams agreed to clarify whether the responsibility for leaks before the water meter sat with the town council.

This is currently being urgently investigated.

It was unanimously agreed to:

Note the financial update.

39/25 CAPITAL REPAIRS BUDGET – UPDATE

Clerk Morgan Williams introduced this agenda item, providing details against the submitted report.

- As agreed at the Committee's last meeting on 8th September, a contract has been issued to replace the two non-functioning toilet pans at the Esplanade Toilets, with the parts being ordered and the work to be scheduled to cause minimal disruption.

This will use up under £3,000 of the £12,000 Capital Repairs Budget.

- The next significant item for remedial work is the non-functioning urinals at the Esplanade toilets. It is understood that these have not worked properly for at least the last 3 years and a replacement of the urinals themselves, as well as the waste pipe and flushing system is required to get them back in working order.
- At Salisbury Gardens, the soffits and fascia boards are deteriorating and in need of swift remedial work. It is hoped that this expenditure can be covered by the general Salisbury Gardens maintenance budget, but the job may be more expensive and require some funding from the Capital Repairs Budget.

It was unanimously agreed to:

- delegate organising the replacement of the urinals at the Esplanade toilets to the clerks in consultation with the Chair of the committee.
- provisionally agree to earmark up to £5,000 of the remaining budget towards the repair works at Salisbury Gardens in the event that its own Maintenance/Repairs budget will be insufficient.

40/25 SALISBURY GARDENS

Clerk Morgan Williams introduced this agenda item, providing detailed background about the deterioration of the building, requiring urgent remedial works.

Damage to fascia boards and soffits has been sustained to Salisbury Gardens since January 2025, when some of the woodwork fell in a storm.

During more recent storms at the end of November, further woodwork became dislodged and it is now evident that urgent remedial action is required.

With repairs required at both the western and southern sides of the building, it makes sense to repair/replace the whole length of this side, which is highly exposed to the weather.

This approach hopefully means that no further maintenance will be required to this part of the building for a few years.

As noted in the Financial Update earlier in this meeting, there is an unspent amount within the Maintenance/Repairs budget, but given that this repair work will require a significant amount of scaffolding as well as the actual work, it is possible that costs will be greater than the remaining budget – hence the suggestion that an amount of the Capital Repairs budget is ring-fenced to allow for this.

It was unanimously agreed to:

confirm delegation to the clerks the job of arranging the repairs to the damaged woodwork at Salisbury Gardens.

41/25 ESPLANADE TOILETS

Clerk Morgan Williams introduced this agenda item for discussion.

Members discussed the future of the toilets on the eastern Esplanade, which are a regular source of customer and visitor complaints.

The consensus of the meeting - informed by advice from both town clerks - was that significant maintenance expenditure on these toilets would very likely be a false economy, given the state and design of the existing building, and that the council would be better advised to look towards their future replacement with a new building of modular

design. Members discussed engaging a surveyor to assess the building, prior to any final decision, and recognised the need meanwhile to improve their appearance and ensure their functionality for next year's summer season.

Members recognised that funding the replacement of these toilets would require a further PWLB loan, and that the council would need to be able both to carry the annual revenue cost of this loan and meet the assessment criteria of the Loan Board. Proceeding down this route would be a decision for the full council and would require recovery of the council's financial position and a suitable budgetary provision to be made for the financial year 2027/28 (or a future year thereafter). The chair agreed to update all members as part of their informal discussions around the budget.

Accordingly, it was unanimously resolved:-

- to delegate to the clerks - in consultation with the chair - the power to engage a surveyor to assess the Esplanade toilets;
- request the clerks to speak to IWALC and/or the PWLB to research the prospects of and criteria for obtaining a suitable loan, and to estimate the likely annual revenue costs of such, to inform any future council decision;
- note that arrangements for repair of the toilet facilities are already in hand;
- delegate to the clerks the power to obtain quotes for carrying out a deep clean and redecoration of the Esplanade toilets, for decision at the committee's next meeting so that this can be completed during the spring, and to obtain a separate quote for equivalent cleaning and redecoration of the toilets in Ventnor Park;
- note that all of the above can be funded from within this year's maintenance budget.

42/25 **EXCLUSION OF PUBLIC AND PRESS**

In view of the confidential nature of the following item:

- EICRs (Electrical Installation Certificate Reports)

It was resolved under the Public Bodies Admissions to Meetings (1960) Act:

to exclude the Public and Press whilst the next item is under discussion as it is of a confidential nature.

43/25 **DATE OF THE NEXT MEETING**

It was agreed to hold the next meeting on Thursday 19 February 2026 at 10am

The meeting closed at 9:50am

SIGNED BY THE CHAIR

DATE
