

Minutes of Assets Management Committee 13 June 2022 held at Saddleworth Civic Hall.

Present: Cllrs: G. Sheldon (CH) P. Byrne
P. Lord L. Dawson
M. Woodvine
W. Lawton -AM Manager

587. Apologies for absence; Cllrs. B. Beeley and Simpson

589. Declarations of Interest None

590. Minutes 13 April 2022

Agreed as true record and signed at the meeting by the chairman.

591. Noise Levels Civic Hall

The check list was presented to members by WL. A record is kept for every event by the Civic Hall team. It was agreed that a check list would be created by WL for Civic Hall staff to use in partnership with customers to ensure health and safety, fire procedures and ramp door cover was flagged up.

592. Hire Charges

It was resolved that a task and finish group would be established to investigate and rectify all anomalies within the hire system. J. Price RFO to set up group to include Cllrs. P. Byrne, L. Dawson and M. Woodvine.

The aim of the task and finish group is to establish a table of charges sustainable for the future.

593. Booking Form

All in favour- accepted by members.

594. CCTV.

The clerk presented a CCTV policy to members as legally required.

Policy accepted.

595. Fire Risk Assessment.

There were 3 remaining issues to be resolved regarding the fire risk assessment report- the partition in lower halls, is it fire resistant, the windows at the entrance hall- possible replacement as Perspex and the frame around the fire exit at bar- possible replacement due to it be UPVC.

It was resolved that the clerk would contact the fire office for advice on how to progress.

596. Assets- General issues.

Cemetery

WL to speak with M. Harrington to ensure planters are moved as requested.

Ashes- memorial garden- to extend usage of space in car park.

Cllr. Byrne donated a photograph to assist when people wish to book the memorial garden.

Phone Boxes.

Clerk to provide a list of phone box locations for next meeting

Clerk to send letter to landlord of the King Bill to enable transfer of ownership and this box to be removed from assets register.

Dawsons Field

An email was received regarding a fall in the field. The clerk to respond to the email.

It was agreed that the parish council must be notified of any events to be held on Dawsons Field.

The clerk to contact organisers of events.

Bus Shelters

No issues

Civic Hall

Notice Board- agreed WL to fix hinges

Agreed to order bollards at front of hall.

Carpet

Bar and Stairs- defer to next meeting.

Land opposite 3 Crowns – no issues

Next meeting 12 September 2022

