



Parish Council

Central Swindon North Parish Council

Pinetrees Community Centre,

The Circle,

SWINDON SN2 1QR

PROPERTY & ASSET MANAGEMENT COMMITTEE MEETING MINUTES Monday 11th December 2023 19.00

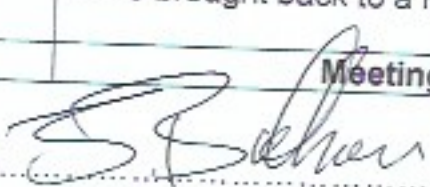
Present:	
Councillors:	Cllr John Ballman (Vice Chair) Cllr Mick Lucas Cllr James Yeowell (virtually)
Clerk:	Mr Andrew Briggs (Head of Operations)
Member of the Public Present:	Mike Ware
Apologies	Cllr Paul Exell

		Action
PAM040	Declarations of Interest Cllr John Ballman declared a non-pecuniary interest in the Hreod Burna Urban Forest (HBuF), the Royal Society for the Protection of Birds (RSPB) and The Leisure & Library Trust. Members noted the meeting was not quorate.	
PAM041	Public Questions & Public Correspondence None	
PAM042	Grounds & Street Cleansing PQMS Data Review Mike Ware, Idverde Contracts Manager's PQMS report was presented by A Briggs.	

	A copy of which can be form in appendix A. Site inspection results were as follows; - 26 sites with a score of 4 (65%) - 9 sites with a score of 3 (23%) - 5 sites with a score of 2 (13%) Members were informed that the grounds teams will be concentrating on the shrubs and hedges over the next 2 months. The team are currently working through Moredon and will be moving on to Penhill. There were four hard surfaces and one bin received at score of 2. Noted as below standard. Members noted the PQMS data report. Members held discussion on the SBC blue bag recycling system. Mike Ware asked if his team could collect the plastic bags not being collected by SBC. It was agreed that until further time, CSNPC would not collect the bags, as it was noted this was an SBC responsibility to clear. A Briggs detailed the additional ad-hoc or additional work to be completed by the end of the 23/24 FY. Members noted the add-hoc and additional work to be completed by the end of the 23/24 FY.	
PAM043	24/25 P&AM Budget Setting A Briggs provided a verbal update on the Property & Asset Management Committee budget requests. Members noted the update on the Property & Asset Management Committee budget requests. A Briggs presented an associated report. A copy of which can be found in appendix B. It was explained that the report was drafted as per the resolution of the L&R Committee (Min Ref LR292 point 8), reference a loan to cover capital works for properties and play areas. A discussion was held about how much to borrow and for how many years.	

	A Briggs mentioned including the cost of a PT employee to manage multiple projects. A discussion was held about whether to do one building at a time, or each area across all buildings. Cllr J Ballman commented that a loan of £750,000 would suffice to buildings projects done, as well as much needed play area works. Cllr J Ballman and Cllr Mick Lucas asked that a loan request for £750,000 be tabled as part of the 24/25 budget setting discussion.	
PAM044	Ops Manager Update A Briggs presented an associated written report. A copy of which can be found in appendix C. Members noted the Ops Manager report.	
PAM045	Asset Audits A Briggs provided a verbal update on the Salix Finance, Heat Decarbonisation project. Members noted the Salix Finance Heat Decarbonisation project update.	
PAM046	Community Centre Lease and Schedule Review A Briggs spoke about a review of the lease and schedule agreements between CSNPC and each respective Committee managed Community Centre. Members noted that it had been requested by several Community Centres Committees for leases to be updated, including a review of the maintenance responsibilities for each Community Centre. Members agreed for the item to kept as a standing item to be brought back to a future Committee meeting.	
Meeting Closed 20:10		

Signed.....



Date.....

04.01.24

