

**Minutes of a Meeting of the Assets Committee
held at Bishopstoke Methodist Church
commencing at 7:35pm on 22 March 2022**

Present: Cllrs Tidridge (Chair), R Dean, Francis, D McKeone and Winstanley

In Attendance: Mrs S Thorogood (RFO to Bishopstoke Parish Council)
Cllr A Dean (Bishopstoke Parish Council)

Public Attendance: 0 members of the public were present.

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Public Session

42 Apologies for Absence

42.1 All Committee members were present.

43 To adopt as a true record, and sign, the Minutes of the Assets Committee meeting held on 28 September 2021

43.1 The Minutes of the above meeting had been circulated prior to the meeting.

43.2 The graffiti raised in minute 31.2 from the previous meeting has now been removed.

43.3 Proposed Cllr Winstanley, Seconded Cllr Dean, **RESOLVED** that the minutes of the Assets Committee meeting held on 23 November 2021 be adopted as a true record.

44 Declarations of Interest and Requests for Dispensations

44.1 Cllr Francis declared an interest in the allotment tenancy agreement as an allotment plot holder.

45 To receive reports on areas of Asset Committee responsibility and make decisions

45.1 The report had been circulated to Councillors prior to the meeting and was noted.

46 To discuss, amend if necessary, and adopt the Memorial Bench policy

46.1 The policy had been circulated to Councillors prior to the meeting.

46.2 The Committee agreed an addition to clause 3.12 of the policy, such that the lifespan of the bench will be agreed by the Parish Council and the donor at the point of purchase.

46.3 Proposed Cllr Winstanley, Seconded Cllr McKeone, **RESOLVED** with Cllr Francis abstaining that the Memorial Bench Policy, as amended, be adopted.

47 To approve the timetable for the draft allotment tenancy agreement

47.1 The timetable had been circulated to Councillors prior to the meeting.

47.2 Proposed Cllr Tidridge, Seconded Cllr Dean, **RESOLVED** with Cllr Francis abstaining that the timetable for the draft allotment tenancy be approved.

48 To receive the Clerk's report and to amend and note the action log

48.1 The report and action log had been circulated to Councillors prior to the meeting and were noted.

49 Date, time, place and agenda items for next meeting

49.1 The next meeting of the Assets Committee will take place at 7:30pm on Tuesday 24th May 2022 at the Bishopstoke Methodist Church.

There being no further business, the Chair closed the meeting at 7:54pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____