

## BLYTH TOWN COUNCIL

**Minutes of a Special Assets Committee Meeting** held at the Isabella Community Centre, Ogle Drive, Blyth, on Thursday 19 January 2012 at 6.00pm.

**PRESENT: -**

Councillors:	K Ellis	
	J Newman	
	R Parker	Chair

Councillors in Attendance:	K Nisbet
	S Davey

**IN ATTENDANCE: -**

Town Clerk:	S Noddings
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It was explained that this Special Meeting of the Assets Committee had been called to discuss the proposed increase in contracted hours for the Assets Officer. This had been raised at a Finance Committee Meeting and the Assets Committee were actioned to discuss this as part of the budget setting process.

The Town Clerk recommended that the hours be increased to 25 per week and reported that the Allotments were fully occupying the Assets Officer's 18.5 hours per week and that the management of the anticipated Service Level Agreements from 1 April 2012 would add considerable work. During 2010-11 it had been anticipated that Play Areas, Bus Shelters (post 2003) and Public Seats would be transferred but these SLAs had been suspended. From the 1 April 2012 these services would be taken over with the addition of all pre 2003 Bus Shelters, War Memorials, Planting, Grass Cutting, Waste Bins, Public Toilets. In addition there was the development and maintenance of the Assets Register, correspondence, minutes, agendas, meetings, research, communications, and the project management of the budget.

After much discussion it was agreed that no decision would be made regarding any increase in contracted hours until the next review has taken place with the Assets Officer.

The meeting closed at 6.25pm in readiness for the Council Meeting which was scheduled to commence at 6.30pm.

**Signed by the Chair:** .....

**Date:** .....