

# **EAST DEVON DISTRICT COUNCIL**

## **Minutes of the meeting of Asset Management Forum held at online on 16 June 2025**

### **Attendance list at end of document**

The meeting started at 9.30 am and ended at 10.10 am

### **1 Notes from the previous meeting**

The notes from the previous meeting held on 3 March 2025 were agreed.

### **2 Declarations of interest**

Minute 6 and 7

Cllr Hookway; ANRI; Devon County Councillor and member of Exmouth Town Council

Cllr Barlow; ANRI; Member of Sidmouth Town Council

Cllr Heath; ANRI; Member of Beer Parish Council.

Cllr Davey; ANRI; Member of Exmouth Town Council

### **3 Public speaking**

None.

### **4 Matters of urgency**

None.

### **5 Confidential/exempt item(s)**

None.

### **6 Estates Team update June 2025**

The report set out the following update:

- Transfer of public toilets at Budleigh Salterton, Honiton and Colyton reached completion at the end of March 2025;
- New industrial units at Redgates in Exmouth were nearing completion; 48 expressions of interest had come forward following soft marketing of the sites;
- Marketed and successfully sold sites were former toilets in Marsh Road Seaton and Sidford Cross, Sidford; as well as two properties in New Street Honiton and land at New Way, Woodbury. This generated capital receipts of £231,000;
- Revaluation had taken place on a number of assets as part of the annual review;
- Renewed leases at Queens Drive to ensure food and beverage offering at this site for the coming summer;
- Updated information on community asset transfer requests;
- Generated additional rental income through lease renewals, new lettings and rent reviews, of £52,154.

Questions included:

- Clarification on Redgates units – four units in total which had already been soft marketed showing considerable interest; active marketing could not be done until an availability date was known;

- Brook Road toilet block in Budleigh Salterton was currently under investigation to bring forward options for consideration, including legalities and planning requirements;
- Overview Committee were scheduled to be undertaking a spotlight session on public toilets on 15<sup>th</sup> July 2025. Members were informed that toilets at Budleigh Salterton and Lace Walk, Honiton had re-opened that day;
- A request was made for a letter to the Clerk of Beer Parish Council on a response to their CAT business case.

The report was noted.

## **7 Property & Facilities Management update**

The report set out the activities of the Property and FM Team for January to March 2025, and the schedule of tasks for the first quarter of 2025/26. The forum considered the comprehensive detail of planned preventative maintenance and compliance works undertaken.

The advisory issues identified by the SWAP audit of November 2024 were also listed with status updated.

Questions included:

- Seeking clarification on the budget spend on the 14 toilet premises identified for refurbishment. Whilst the spend so far had reached approximately £1.5m of the £3.1m allocated, there was an expectation that increase in inflation and building costs may impact the final spend; however the larger projects had been undertaken first with the remaining toilets being smaller projects;
- In response to a question on the Exmouth Tennis Centre roof, the works had been completed underbudget; the remainder of the budget would now be applied to another section that joined the textile roof over courts 5 and 6.

The report was noted.

## **8 Major Projects and Programmes Team update June 2025**

The report set out a summary of the major projects that the team were currently involved in delivering:

- Depots review
- Exmouth Placemaking Plan
- Stalled employment sites
- Clyst meadows country Park
- Cranbox, Cranbrook

There were no questions raised by Members on the report.

### **Attendance List** **Councillors present:**

T Olive  
P Arnott  
P Hayward (Chair)  
S Hawkins  
G Jung

**Councillors also present (for some or all the meeting)**

I Barlow  
C Brown  
O Davey  
P Faithfull  
C Fitzgerald  
J Heath  
N Hookway  
J Loudoun

**Officers in attendance:**

Tim Child, Assistant Director Place, Assets & Commercialisation  
Naomi Harnett, Corporate Lead (Interim) – Major Projects & Programmes  
Rob Harrison, Senior Estates Surveyor  
Jorge Pineda-Langford, Principal Building Surveyor, Property & FM  
Debbie Meakin, Democratic Services Officer

**Councillor apologies:**

Chairman .....

Date: .....