

**Minutes of the Assets & Facilities Committee Meeting  
held on Thursday 21<sup>st</sup> May 2026 at 11am at The Beechfield Centre,  
Beechfield Road, Fremington**

**Present:** Cllr H Walker, J Cann, J Bridgeman, N Tamlin, Mr A Heighton (co-opted member, Barnstaple Youth Football Club).

Mrs J Wood, Administration and Projects Manager  
2 members of the public

2605/40 **Election of Chairman**  
It was **resolved**, with no votes to the contrary, to appoint Cllr Walker as Chairman.

2605/41 **Election of Vice Chairman**  
It was **resolved**, with no votes to the contrary, to appoint Cllr Cann as Vice Chairman

2605/42 **Apologies for Absence**  
Cllr B Sherborne.

2605/43 **Declarations of Interest**  
None.

2605/44 **Public Participation Period**  
None.

2605/45 **Minutes**  
It was **resolved**, with no votes to the contrary, that the Minutes of the Assets and Facilities Committee held on the 26<sup>th</sup> March 2026.

2605/46 **Queen Elizabeth II Sports Pavilion**  
Members considered the quotation received from Cardinus Risk Management together with advice provided by the Council's insurer regarding a desktop Reinstatement Cost Assessment (RCA), following the recent extension works. Members discussed the assessment and noted the current use of the building; it was also noted that the Parish Council had recently carried out a review of the reinstatement value of the existing building and following the project was aware of the current cost to rebuild the extension. Following discussion, Members agreed, that unless the Council was specifically required by the insurer to undertake a desktop Reinstatement Cost Assessment, the quotation would not be progressed at the present time.

It was **resolved**, with no votes to the contrary not to proceed with the assessment at this time unless specifically required to do so by the insurer and review again in due course.

2605/47

**Storage Building (Bike Shed, Fremington Quay)**

A request was made at the previous meeting to ask North Devon Council and Environmental Health to investigate the site as there were concerns for health and safety. The Administration & Projects Manager provided an update from the Regulatory Compliance Officer; he had spoken to the owner of the building and has asked that he seeks to secure the Heras fencing to the front stone wall to prevent easy access, it was also suggested that he erect the usual signage ref trespassers and construction site health and safety.

Members raised concerns that the area looked untidy. Discussion were had with regards to the erection of fencing or screening on the Parish Councils' land, with access available to the owner of the storage building.

Cllr Walker (Chairman) Suspended Standing Orders to facilitate a formal discussion with the two members of the public attending.

One member of the public stated that there had historically been an informal agreement regarding the boundary between the previous owner and neighbouring occupiers. He acknowledged that the boundary for the storage building is shown on the plans and accepted the owner's right to mark this boundary as they see fit. However, he felt that the Herras fencing positioned along the café wall appeared somewhat imposing. He stated that the boundary would continue to be respected should the fencing be removed, potentially with the building doors remaining closed to prevent unauthorised access.

He further expressed the view, shared by others, that the storage building is the only remaining original railway feature at the site and suggested that it could potentially be preserved as a separate museum or similar heritage asset in collaboration with the Railway Heritage Committee. He also confirmed a continued interest in purchasing the building and working in partnership with the Parish Council should the owner wish to sell.

In addition, he commented that there had been limited communication with those based at Fremington Quay and stated that they remained open to working collaboratively with the owner.

The second member of the public echoed concerns regarding the lack of communication from the owner.

Cllr Bridgeman asked if the owner had been written to, by the Parish Council, to find out the owner's intentions with the building.

Standing orders were reinstated

Further discussion was had regarding the erection of fencing along the Parish Council's boundary. The Administration & Projects Manger

reminded Members that they would potentially need planning permission to erect a fence.

It was **resolved** with no votes to the contrary, for Members to note the response from the Regulatory Compliance Officer and for the Administration and Projects Officer to investigate the costs of erecting fencing along the Council's boundary line and to try and find details of the owner to write to them.

**Part B**

2605/48 **Beechfield Changing Rooms**

Members were provided with an update on the cleanliness of the changing rooms. The Administration & Projects Officer had advised that there had been a 'blip' in the cleaning after a weekday match, she advised that she had contacted the Football and asked them to clean it but there were unable to get their cleaner to attend site before the following Sunday. The Administration & Projects Manager reminded the club that it is their responsibility to ensure that the changing rooms are cleaned after every match regardless of when they are used and reminded them of the licensed agreement. Members were also advised of some damage that had occurred within the changing rooms of which the club were made aware of.

Members noted the information form the Administration & Projects Officer and thanked her for the update.

2605/49 **Executions and Sealing of Legal Deeds – Tarka Ridge**

Members were pleased to finally receive the documents for the transfer of Tarka Ridge Allotments. The Administration & Projects Manager advised that next steps were to invite those on the list to a meeting regarding the allotments to discuss the terms of the lease.

Cllr Walker asked if the buildings would be secure from those not having an allotment. It was advised that a coded lock key box was in place for use better security features for the locks were discussed, suggestion was a key card or a coded lock on the door itself.

It was **resolved**, with no votes to the contrary, to agree the execution of and sealing of the Legal deeds in relation to the transfer of the freehold of the allotments at Tarka Ridge and in accordance with Standing Order 16 r. Members thanked the Administration & Projects Officer for ensuring that the transfer went ahead.

Meetings ended at 11.50am

Signed: ..... Dated: .....