East Peckham Parish Council

To: Members of the Parish Council, From J. Perretta **Wednesday 28th October 2026**

You are hereby given notice to attend the Meeting of East Peckham Parish Council Asset Committee Meeting to be held on 4th November at 6.30pm in the Parish Meeting Room, Jubilee Hall, Pippin Road, East Peckham TN12 5BT.

For those planning to attend with mobility issues, step-free access is available via the sports hall entrance.

EPPC Asset Committee Agenda

1. **Attendees, Apologies for absence;**
2. **Signing of Minutes of previous meeting;** 11th March 2026.
3. **Declarations of interest or lobbying in accordance with Council's Code of Conduct;**
4. **Suspend Standing Orders to enable members of the public to address the meeting.**
   (15 minutes will be available for this item, every speaker is limited to 3 minutes).

   4.1 To receive correspondence from residents.

   4.2 To listen to issues from residents.
   (Councillors will not have a discussion or debate on the resident's issues, however they will decide if the issue is be placed on the agenda for the next full council meeting or if the Clerk could reply to the resident).

   Standing orders to reconvene.

5. **Asset Management and Maintenance**

   5.1 To receive an update on asset works completed since the previous meeting.
   5.2 To receive an update on maintenance contractor role vacancy & to consider hourly rate requirements.
   5.3 To receive reports and findings from the annual asset inspections, including;
   - Fire Alarm Inspection
   - Building survey
   - Fire Risk Assessment
   - Emergency Lighting Inspection
   - Street Lighting Survey
   - Playground Repairs and Maintenance
   - Playground Operational Inspection
   - Playground Risk Assessment App update
   - Annual Tree survey and recommended works

6. **Facilities and Infrastructure**
   - 6.1 To consider the removal of the Scope recycling bin and agree any actions required.
   - 6.2 To consider CCTV to cover the bins.
   - 6.3 To update the committee on the proposed Perimeter path quotations and next step.
   - 6.4 To consider air conditioning and ventilation options for the Jubilee Hall and agree any action required.
   - 6.5 To consider ceiling fan replacements for the main hall.
   - 6.6 To receive an update regarding the solar energy export figures.
   - 6.7 To Consider and agree quotation for additional signage.
   - 6.8 To receive an update on water tank replacement works.

7. **To discuss and consider any budget requirements for 2027- 2028.**
8. **To consider and approve quotations relating to Asset Committee Projects and maintenance works within the Committee's delegated authority and to make recommendations to Full Council where expenditure exceeds delegated authority.**
9. **To consider and agree recommend five year EICR inspection quotation for Parish Council owned street lights.**
10. **Matters to consider at the next meeting.**

Meeting closed at;