

Otley Town Council

Meeting: Asset Management

Date: 15th June 2026

Venue: Otley Core Resource Centre, Orchard Gate, Otley

Committee Members Present: Cllr S Hughes (Chair)
Cllrs N Gill, L Hoare, R Hughes

Members Present: Cllr R Smith

In Attendance: Mr James Laycock (Deputy Clerk)

Apologies: There were no apologies

44. Declarations of Interest

Cllr Hoare declared a personal interest in Item 49 Allotments, as an allotment plot holder.

45. Minutes for approval

Resolved: The minutes of the Extraordinary Asset Management Committee meeting of 9th March 2026 were approved for accuracy and signed by the Chair

46. Terms of Reference

Resolved: to approve the Committee Terms of Reference

47. Committee Budget

Resolved: 1. to note the Committee budget

- 2. to include the Project Support and Administration budget items under the Asset Management heading**

48. Buttercross

Members received a request from Otley in Bloom to install an automated watering system on the Buttercross. The Committee supported the idea in principle but agreed to seek further information from Otley in Bloom about the installation of the system.

49. Allotments

Members received an Allotment Report from the Senior Admin Officer.

Members thanked the Senior Admin Officer for his comprehensive report.

- Resolved:**
- 1. to accept the quotation for the fencing work for the Cross Green Allotment site**
 - 2. to recommend a rent increase of 2p per square metre with effect from January 2027**

50. Agenda Items for next meeting

- Resolved:**
- it was noted that Members should contact the Executive Officer for matters for inclusion on the agenda of the next meeting**

51. Next Meeting

- Resolved:**
- the date of the next meeting of the Asset Management Committee is confirmed as the 28th September 2026**

Chair