



Otley TOWN COUNCIL

Core Resource Centre
Unit 11, Orchard Gate, Otley, LS21 3NX,
Paula Shillaw, Executive Officer,
email: eo@otleytowncouncil.gov.uk
Tel: 01943 466335

To All Members of the Town Council

You are summoned to attend the meeting of the Asset Management
Committee to be held in
The Wharfedale Room, Otley Core Resource Centre, Orchard Gate, Otley
At 6.00pm on
Monday 28th September 2026

Paula Shillaw

Paula Shillaw
Executive Officer
22nd September 2026

PUBLIC PARTICIPATION

Notice is given that at the start of this meeting 15 minutes will be set aside for members of the public to address the committee on matters relevant to the town or the committee within the following rules:

- (a) Members of the public wishing to speak are to have given prior notice to the Executive Officer
- (b) Any member of the public invited to speak will be permitted to speak for no more than 5 minutes
- (c) In the event of more than 3 members of the public wishing to address the committee then priority will be determined by subject matter



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AGENDA

- 1. Apologies:** Members will be asked to receive apologies.
- 2. Declarations of Interest:** To receive any declarations of interest not already declared under the Council's Code of Conduct or Members Register of Disclosable Pecuniary Interests and to consider and decide upon any applications for dispensation.
- 3. Minutes for approval:** Members are asked to approve for accuracy only the Minutes of the Meeting of: 15th June 2026.
- 4. Committee Budget:** Members will receive an update on the budget available for the financial year.
- 5. Maintenance Plan:** Members to be informed of works completed, any outstanding maintenance requirements and consider any actions.
- 6. Allotments Update:** Members to receive a written update on the allotments.
- 7. Wharfemeadows Park – Outdoor Fitness Equipment:** Members to note the report and that all items identified as having a risk score above 'low' are being progressed.
- 8. Agenda Items for next meeting:** Members to notify the Executive Officer of matters for inclusion on the agenda of the next meeting.
- 9. Next Meeting:** To confirm the date of the next meeting of Asset Management Committee as 7th December 2026.

