

## **Melksham Town Council**

### **Minutes of the Asset Management and Amenities Committee meeting held on Monday 10th June 2024**

**PRESENT:** Councillor A Westbrook (Chair)  
Councillor J Oatley (Vice-Chair)  
Councillor P Aves  
Councillor G Cooke  
Councillor T Price  
Councillor C Stokes  
Councillor J Westbrook

**IN ATTENDANCE:**

**OFFICERS:** Tracy Predeth                      Locum Clerk  
Hugh Davies                                      Head of Operations

**PUBLIC PARTICIPATION:** Four members of the public and one member of the press were present. Councillor Ellis was present virtually as a member of the public.

**1/24      Public Participation**

**Davina Griffin**

Spoke about the lighting in the park and how it has affected her home and life. Referenced and quoted from Government guidelines on lighting. She asked

- What was the aim of the lighting scheme and whether other schemes were proposed that would have achieved the same aim with less intrusion on KGV neighbours?
- What was the impact assessment conducted by the Council?
- If no impact assessment was conducted, why not?
- Was consideration given to a lower level lighting scheme?

**Sue Mortimer**

Notes that there are items on the agenda that have not been budgeted for. Do we know what the year end general reserves are? Important to know that before any further decisions are made for spending.

**Teresa Menghini**

Would like to see more signage in KGV about keeping dogs on leads. Councillor A Westbrook acknowledged the request and said it would be put on the agenda for the next Asset Management & Amenities meeting.

## **Joe McCann**

Can it be confirmed that no audio recording is made by the CCTV in KGV Playing Fields? Head of Operations said he did not think so but would seek confirmation.

What is the reason for upgrading security in the Town Hall? Councillor A Westbrook advised an answer would be provided.

### **2/24 Apologies**

Apologies were received from Councillor Ellis and Councillor Hubbard. Councillor Stokes substituted for Councillor Hubbard.

### **3/24 Declarations of Interest**

There were no declarations of interest.

### **4/24 Minutes**

The minutes of 5 February 2024, having previously been circulated, were approved as a correct record and signed by Councillor A Westbrook.

### **5/24 Lighting in King George V Playing Fields**

The Town Mayor, Councillor Price asked if an Impact Assessment was done. The Locum Clerk said her belief was that an Impact Assessment was not a legal requirement if the lights were erected under permitted development but she would check.

It was noted that the lighting was installed for the safety of residents and to deter anti-social behaviour. It was also felt that the lights added to the aesthetics of the KGV. For these reasons some members said they would not support the lights being turned off.

The possibility of installing shields was raised. Paul Weymouth said they would have no effect other than to dim the lights, which can be done anyway without shields.

Standing Orders were suspended to allow Davina Griffin to speak.

A trial period of dimming and the best time to do this was discussed.

It was proposed by The Town Mayor, Councillor Price, seconded by Councillor Cooke and

#### **UNANIMOUSLY RESOLVED to**

- start a trial on dimming the lights on KGV playing fields

- For Paul Weymouth to establish the optimum level to maintain safety and allow CCTV to work
- To conduct a survey of residents around the KGV playing fields.

## **6/24 Motion on Awdry Road Play Area**

Councillor Oatley spoke to the motion.

The Town Mayor, Councillor Price asked if officers were being delegated to obtain quotes and proceed with installation or would it need to come back to council. Councillor A Westbrook advised that it would be a Wiltshire Council not a Town Council project.

It was proposed by Councillor Oatley, seconded by Councillor A Westbrook and

**UNANIMOUSLY RESOLVED** that officers can work with Community Conversations and other companies/organisations to replace and refurbish the children's play area in Awdry Avenue, Melksham Forest, using the funding set aside from Community Conversations.

It was proposed by Councillor Oatley, seconded by Councillor A Westbrook and

**UNANIMOUSLY RESOLVED** that, subject to the Community Conversation panel agreement to the funding, the £55,000 set aside for the works and consultant's report for Awdry Avenue play area from the Major Projects gets set aside for works on other play areas within the Melksham Town Council area.

## **7/24 Street Trees**

The Head of Operations spoke to the item. Various questions were asked. Head of Operations set out the proposed locations. It was requested that siting of the trees takes into account access for wheelchairs and double pushchairs. Councillor Oatley made a request for Silver Birches.

It was proposed by Councillor A Westbrook, seconded by Councillor Ave and

**UNANIMOUSLY RESOLVED** to purchase 20 trees at £300 each, totalling £6000 to come from the budget for tree planting and ecology.

It was noted that an application could be made to Wiltshire Council for up to £20000 funding for Town Centre improvements and this could offset all or some of the cost.

## **8/24 Play Area Strategy**

The Head of Operations spoke to the item. Concerns were expressed about the cost and the need to go down the proposed route. It was felt that no decision could be made without further information.

It was proposed by Councillor A Westbrook, seconded by Councillor Stokes and

**UNANIMOUSLY RESOLVED** to ask Eugene Minogue to come to the next available full council meeting to give a presentation.

#### **9/24 Replacement Work Vehicles**

The Head of Operations spoke to the item. Options were discussed.

It was proposed by Councillor A Westbrook, seconded by Councillor Oatley and

**UNANIMOUSLY RESOLVED** to set up a Task and Finish Group to look at replacement Work Vehicles.

It was agreed to put membership out to all councillors.

#### **10/24 Replacement Ride-on Mowers**

The Chair Councillor A Westbrook advised that no budget had been allocated for replacement mowers.

The Head of Operations spoke to the item. There was discussion on where Melksham Town Council mows and whether any areas could be left to rewild.

It was proposed by Councillor A Westbrook, seconded by Councillor Oatley and

**UNANIMOUSLY RESOLVED** to defer to the next Asset Management & Amenities meeting so that further information and proper costings can be provided.

#### **11/24 Dog Park**

The Head of Operations spoke to the item. There was discussion of the plans, flooding and future plans.

It was proposed by Councillor A Westbrook , seconded by Councillor Price and

**UNANIMOUSLY RESOLVED** to ask officers to report on

- costings to remove the rubberised matting and to level the area.
- costings to plant trees to attempt to mitigate flooding
- The possible re-use or sale value of the current dog agility equipment.

#### **12/24 Sensory Garden**

The plans produced in 2019 and 2021 were discussed.

It was proposed by Councillor A Westbrook, seconded by Councillor Oatley and

**UNANIMOUSLY RESOLVED** to set up a Sensory Garden Task and Finish Group.

It was agreed to put membership out to all councillors and to open meetings to the public.

**13/24      Community Garden**

Councillor A Westbrook spoke to the item.

It was proposed by Councillor A Westbrook, seconded by Councillor J Westbrook and

**UNANIMOUSLY RESOLVED** to delegate to the Locum Clerk, Councillor A Westbrook, Councillor Oatley and Councillor Price authority to research the possibility of creating a Melksham Forest Community Garden in partnership with Wiltshire Council who are funding the project.

**14/24      Market Place Public Toilets**

The Head of Operations spoke to the item and advised there were incidents of anti-social behaviour.

Concerns about the Radar Key System limiting access were raised and options were discussed.

It was agreed that the Head of Operations would report back on

- the possibility of using Mosquito
- the possibility of using an electronic radar key
- contact with Wiltshire Police to see if any other solution to anti-social behaviour could be used.

**15/24      Shurnhold Fields**

Thanks were expressed for the work of the Shurnhold Fields volunteers.

Meeting Closed at: 9.00 pm

**Signed:** .....

**Dated:**