

## **Melksham Town Council**

### **Minutes of the Asset Management and Amenities Committee meeting held on Monday 12th August 2024**

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

#### **IN ATTENDANCE:**

**OFFICERS:** Tracy Predeth Locum Clerk  
Andrew Meacham Committee Clerk

**PUBLIC PARTICIPATION:** One member of the public was present virtually.

#### **16/24 Apologies**

There were no apologies.

#### **17/24 Declarations of Interest**

There were no declarations of interest.

#### **18/24 Minutes**

The minutes of 10<sup>th</sup> June 2024 having previously been circulated, were approved as a correct record and signed by Councillor A Westbrook.

#### **19/24 Public Participation**

This item had been omitted from the agenda in error. There were no members of the public wishing to participate.

#### **20/24 Melksham Town Council Clothing Branding**

The Deputy Assembly Hall Manager spoke to the item.

There was discussion on the proposal, branding generally and the Town Logo. It was agreed to obtain advice from a branding expert.

Councillor Hubbard arrived during the discussion and was updated by the Chair.

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

**UNANIMOUSLY RESOLVED** for the Clerk to talk to branding experts on the best way forward and report to Full Council

#### **21/24 Provision of Water Troughs**

There was discussion on where the troughs are most need, how they would be supplied, costing and possible grants from Wessex Water.

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

**UNANIMOUSLY RESOLVED** to request a further report from officers detailing for each allotment area

- Is there a current piped water supply
- Do we have access to that piped supply and are we utilising it
- If not, what other provisions could be made to fill troughs
- The cost implications of all the above (water rates etc)

#### **22/24 Replacement Ride-on mowers**

Members discussed whether a Task & Finish Group was appropriate and whether the mowers should need replacing at this age. It was noted that the mowers were domestic, not commercial.

Officers advised existing mowers were not powerful enough and would have a resale value of around £7000.

It was pointed out that no councillor had sufficient knowledge of lawnmowers to make an informed decision and officers using the mowers would be better placed for this.

It was noted that to provide detailed reports take time and other things may need to be sacrificed.

It was proposed by Councillor Hubbard, seconded by Councillor Cooke and

**UNANIMOUSLY RESOLVED** to request a more detailed report from officers including the following points

- What are the problems with the current mowers.
- What work are we expecting the mowers to do.
- What are the options on purchasing or leasing replacements and costs involved.
- Multiple quotes for both purchase and leasing.
- 3 quotes.

## **23/24 Replacement Work Vehicles**

Members wanted more details on types of vehicles and relative benefits of purchasing and leasing.

As with previous item members felt that they did not have the knowledge to make an informed decision without more detail. It was felt important that the views of officers who would be using the equipment should be taken into account.

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

**UNANIMOUSLY RESOLVED** to request a detailed report from officers including

- Types of vehicle.
- Purchase or leasing and the costs implications.
- Comparisons of all propulsion methods.
- Views of users.
- Branding of vehicles to be visible in the community.
- 3 quotes.

## **24/24 Local Green Space Designation**

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

**UNANIMOUSLY RESOLVED** to accept the inclusion of Dorset Crescent and Heather Avenue as Designated Green Spaces in the Joint Melksham Neighbourhood Plan 2.

## **25/24 Lions Club 50th Anniversary**

Members felt this was a good idea but needed clarification on exact location and whether permission was needed from Fields in Trust.

It was proposed by Councillor Hubbard, seconded by Councillor Aves and

**UNANIMOUSLY RESOLVED** to approve the request in principle. Lions Club to meet with officers to suggest potential locations and the Clerk to contact Fields in Trust. Matter to be referred back to council for approval of location and resolution to seek permission from Fields in Trust if required.

## **26/24 Splashpad**

The Town Mayor Councillor Price spoke to the item and members discussed.

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

**UNANIMOUSLY RESOLVED** that the Clerk would speak to Neptune Aquatics, Houseman Environmental, Splash and any other industry professionals as required.

**27/24      Sensory Garden**

This was an additional item introduced by Councillor A Westbrook on the basis that action was needed before the next nesting season.

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

**UNANIMOUSLY RESOLVED** that the matter be put before Full Council next week. Officers would try to track the quotes obtained last year.

**28/24      Dog Signage**

It was proposed by Councillor Hubbard, seconded by Councillor Aves and

**UNANIMOUSLY RESOLVED** to delegate authority to the Clerk to spend up to £1000 from budget code 4163 on additional signage.

**29/24      Dog Park**

Members discussed what, if any, action was required and necessary. A question was asked about recouping funds by selling the equipment. Officers advised that the equipment was not fit for sale.

Councillor Hubbard suggested contacting Naomi Stokes at Wiltshire Council about trees.

Councillor J Westbrook asked for nicer more natural fencing.

Councillor Hubbard asked for a plan covering all aspect of the project (fence line, planting, cost etc) rather than separate quotes for different stages

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

**UNANIMOUSLY RESOLVED** to obtain 3 quotes for the complete project of removal, new fencing and landscaping as per the NVB Landscape Plan. Segment E to be for dogs and to have suitable fencing.

**30/24      Eco Loos**

Members discussed the merits of conversation against re-build, signage and re-couping some of the cost. While discussing signage for when Eco Loos are out of action Councillor Ellis also mentioned signage for when the Splashpad has to be closed.

It was proposed by Councillor Hubbard, seconded by the Town Mayor Councillor Price and

**UNANIMOUSLY RESOLVED for**

- The eco loos to be converted to plumbed in flush toilets with running water, preferably hot.
- Baby changing units to be installed in each toilet
- The Clerk to ascertain whether planning permission is required
- The Clerk to investigate the possibility of claiming back from Healthmatic
- Signage to be put on the closed Eco Loos directing people to alternative facilities

The Clerk was delegated to spend up to £15000 on the project, to be paid from 9244 Major Projects Ear-marked Reserve, subject to approval at full council.

**31/24 Shurnhold Fields car park/entrance improvements**

It was proposed by Councillor Hubbard, seconded by Councillor Oatley and

**UNANIMOUSLY RESOLVED** to agree to allow the project to be managed by Wiltshire Council.

**32/24 Shurnhold Fields Working Group**

Members discussed the need for the working group. Concerns were raised about the Shurnhold Field maintenance fund, which was CIL money and needed to be spent within a given time period.

It was proposed by Councillor Hubbard, seconded by Councillor Oatley and

**UNANIMOUSLY RESOLVED** that the Clerk would talk to Melksham Without Parish Council about the on-going relevance of the Working Group and the state of the fund.

Meeting Closed at: 8.35 pm

**Signed:** .....

**Dated:**