

## **Melksham Town Council**

### **Minutes of the Community Development Committee meeting held on Monday 3rd February 2025**

**PRESENT:** Councillor J Westbrook (Chair)

Councillor P Aves  
Councillor A Griffin  
Councillor J Oatley  
Councillor C Stokes  
Councillor A Westbrook

**OFFICERS:** Hayley Bell, Deputy Clerk

**PUBLIC PARTICIPATION:** No members of the public or press were present.

#### **182/24 Apologies**

There were no apologies.

#### **183/24 Declarations of Interest**

There were no declarations of interest.

#### **184/24 Public Participation**

##### **Local residents on behalf of Melksham Carnival**

Have heard that MTC is looking to outsource the Grotto at the Christmas Lights Event. Melksham Carnival ran the Grotto in 2023 and would like to be considered again.

The Chair confirmed that no decisions had been made yet but she had asked for a Stakeholders meeting.

##### **Local residents on behalf of Melksham Lions**

Feel the Stallholders fee for Charities is set too high.

Deputy Clerk advised the fees were recommended after looking at other councils and events. There had been issues with some charities booking tables but not turning up on the day.

Also asked about the £10 table fee.

Deputy Clerk advised that MTC does not own suitable tables and therefore has to hire them. Hopes to be able to obtain some grant funding to purchase tables and not have to pass the hire fee on to users. Tables could also be lent to charities for other events. Acknowledged the difficulties and advised that applications could be made under the grants procedures. Charities can use their own tables. It was noted that grants cannot be given to charities that pass on funds to other organisations. It was suggested that a refundable fee would be a way to deal with “no shows”.

### **Local resident**

Speaking on behalf of her parents who live behind the new play equipment in Awdry Avenue Play Area. Turrets look into her parents’ house. Acknowledge the help of the Deputy Clerk so far but request the Council look at removing the turrets.

Deputy Clerk advised leaflets had been hand delivered to local residents inviting them to a public consultation. Had visited site and the resident and when trees not in bloom, you can see into the garden. Contractors have today installed cladding. Equipment was designed to minimise anti-social behaviour as much as possible. Confirmed she would make another site visit but design would not allow the turrets being removed.

Resident suggested lighting. The Deputy Clerk felt that installing lighting might encourage people to congregate. Would continue to liaise with residents.

Officers were asked to look into the possibility of deploying the mobile CCTV cameras in the area and to seek the views of the Police on lighting.

### **185/24 Minutes**

The minutes of 3<sup>rd</sup> December 2024, having previously been circulated, were approved as a correct record.

### **186/24 Community Development Budget**

Q. Why is Market Stall Income a negative figure?

A. The Deputy Clerk had no knowledge of events before she arrived but stallholders for Christmas Event had to be refunded and this was not covered by insurance as it was an Act of God.

Q. Were there any further Neighbourhood Plan costs to be incurred as there were no funded budgeted?

A. There were funds available but under Economic Development & Planning Budget, not Community Development. Deputy Clerk advised that the budget line cannot be deleted but should come off next year.

Q. Community Projects 57% over budget. What is the breakdown?

A. Some items allocated that shouldn't have been and the Finance Officer will move to correct code. There was an overspend on Proms in the Park which had been rectified for next year.

Q. Nothing allocated for legal fees but there had been some spend.

A. Deputy Clerk was looking into that.

The item was noted.

**187/24 Report**

**188/24 Community Orchard**

Councillor A Westbrook spoke to the item. Green Square had given permission but Wiltshire Council have said Green Square cannot grant permission. Officers were asked to look into the problem and seek a solution with Wiltshire Council.

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

**UNANIMOUSLY RESOLVED** to recommend to Full Council that the £10000 in tree planting be moved to earmarked reserves for next year.

**189/24 K6 Telephone Boxes**

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

**UNANIMOUSLY RESOLVED** to proceed with the relocation of the telephone boxes to the Market Place.

**190/24 Explorer App**

Councillors expressed concerns about analytics in the app.

The item was noted.

**191/24 Christmas 2024 Review**

There was some discussion on the event and what could be learnt from it.

The item was noted.

**192/24 Melksham Town Council Events 2025**

The item was noted. Could it be shown in landscape?

**193/24 Window Competition**

It was proposed by Councillor Stokes, seconded by Councillor Rabey and

**RESOLVED** to continue to award certificates to the top 3 windows in each competition only with first place trophies awarded for the Melksham Gardening Competition window, the Remembrance window and the Christmas window only and to invite a different community group representative to represent the town residents in the judging process.

**194/24 Stallholder Pitch Fees**

Councillor A Westbrook advised that she would, if still a councillor, introduce a motion regarding charity stalls for 2026.

The item was noted.

**195/24 Melksham Town Council Holiday Activities**

The item was noted.

**196/24 Funding & Grants**

The Locum Clerk gave a further verbal update.

The item was noted.

**197/24 KGV Playing Field Hire**

The item was noted.

**198/24 Youth Event**

Item was noted.

**199/24 Community Engagement**

Noted.

**200/24 Coffee & Poppies**

Noted.

**201/24 VE Day Commemorations**

Note.

**202/24 Proms in the Park**

Noted.

**203/24    Town Event**

Councillor J Westbrook to have further conversations with the Mayor.

**204/24    Mayors Reception and Civic Awards**

Noted.

**205/24    Web Site**

Noted.

**206/24    Community Feedback**

Noted.

**207/24    Awdry Park**

Noted.

Meeting Closed at: 8.20 pm

**Signed:** .....

**Dated:**