

## **Melksham Town Council**

### **Minutes of the Asset Management and Amenities Committee meeting held on Monday 15th March 2021**

**PRESENT:** Councillor T Watts (Chair)  
Councillor P Aves  
Councillor V Fiorelli  
Councillor J Hubbard  
Councillor K Iles  
Councillor G Mitcham

**IN ATTENDANCE:** Councillor T Welch

<b>OFFICERS:</b>	Linda Roberts	Town Clerk
	Christine Hunter	Committee Clerk
	David McKnight	Economic Development Manager
	Hugh Davies	Amenities Manager

**PUBLIC PARTICIPATION:** One member of the public and one member of the press was present.

#### **42/20 Apologies**

There were no apologies.

#### **43/20 Declarations of Interest**

There were no declarations of interest.

#### **44/20 Minutes**

Councillor Hubbard requested that “apologies” in the minutes of 14 December 2020 be amended to record that he and Councillor Aves were at an Area Board meeting. Councillor Welch requested her attendance at the meeting be noted. Following the requested amendments the minutes were approved as a correct record, and would be signed at a later date by the Chair, Councillor Watts.

#### **45/20 CCTV Working Group Update**

##### **45/20.1 CCTV Working Group Notes 7 December 2020 and 12 January 2021**

##### **45/20.2 CCTV Working Group Terms of Reference and Membership**

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

**UNANIMOUSLY RESOLVED** to recommend the membership of the Working Group to Full Council for approval.

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

**UNANIMOUSLY RESOLVED** that the CCTV Working Group Terms of Reference be amended to state that membership of the group will have no less than three Town Councillors, one of whom shall be chair. Nominated representatives of Melksham Without Parish Council, the Melksham Area Board, including the Community Engagement Manager, have automatic places on the Working Group.

**46/20 King George V Park Maintenance Shed Update**

The Amenities Manager reported that the architect was working on detailed drawings in readiness for the submission of the planning application. The drawings and proposals would be presented to council for approval before being submitted for planning permission.

**47/20 Water Refill Station Progress Report**

The report of the Locum Admin Assistant was noted.

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

**UNANIMOUSLY RESOLVED** that the Committee adopt the following recommendations contained within the Water Refill Station report.

- To await receipt of legal documents
- To agree a site visit
- To agree the installation date
- To consider COVID-19 risks associate with the waterpoint

**48/20 Phone Boxes Update**

The report of the Business Administration Apprentice was noted.

It was proposed by Councillor Watts, seconded by Councillor Fiorelli and

**UNANIMOUSLY RESOLVED** that the Amenities Manager arrange for the phone boxes to be cleaned and painted and any decision on their use should be deferred until after the May 2021 elections.

**49/20 Residents Tree Planting Scheme**

The Economic Development Manager confirmed that Melksham Without Parish Council had expressed an interest in joining the scheme, but had suggested the scheme be deferred until the Autumn and next Spring.

Councillor Westbrook reported on the National Trust scheme for planting blossom trees in towns.

It was proposed by Councillor Watts, with a friendly amendment by Councillor Hubbard and

**UNANIMOUSLY RESOLVED** that the Residents Tree Planting Scheme be deferred until the Autumn of 2020 and the Spring of 2021, and that the National Trust Scheme offering free flowering trees is investigated.

**50/20      Date and Time of Next Meeting**

Meeting Closed at: 7.53 pm

**Signed:** .....

**Dated:**