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Melksham Town Council

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Town Clerk and RFO Linda Roberts BA(Hons) PGCAP, FHEA,
FLSCC

To: Councillor J Hubbard (Chair)
Councillor C Goodhind (Deputy Chair)
Councillor G Cooke
Councillor P Aves
Councillor S Crundell
Councillor G Ellis
Councillor S Mortimer
Councillor J Oatley
Councillor S Rabey
Councillor P Alford
Councillor J Crundell
Councillor C Forgacs
Councillor C Houghton
Councillor L Lewis
Councillor T Price

25 June 2021

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are invited to attend the **Full Council** meeting of Melksham Town Council. The meeting will be held at the Assembly Hall Melksham on **Monday 28th June 2021** commencing at **7.00 pm**. A period of public participation will take place in accordance with Standing Order 3(F) prior to the formal opening of the meeting. The Press and Public are welcome to attend this meeting.

Yours sincerely

Mrs L A Roberts BA(Hons), PGCAP, FHEA, FSLCC
Town Clerk and RFO

**Full Council
Melksham Town Council**

**Monday 28 June 2021
At 7.00 pm at the Assembly Hall Melksham**

In the exercise of Council functions. Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivery services under the public sector Equality Duty and Equality 2010.

Public Participation – To receive questions from members of the public.

AGENDA

13.1 Asset Management and Amenities Committee (Pages 1 - 6)

To receive the draft minutes of the Asset Management and Amenities Committee meeting held on 21 June 2021. (To Follow)

At the Asset Management and Amenities Committee meeting held on 21 June 2021 it was

UNANIMOUSLY RESOLVED to form a new Working Group to research other models of Friends of Groups adopted by other communities.

To bring back the Working Group's findings and recommendations to the Committee detailing how the proposed Friends' Group can:

- help with setting the strategic vision for the town's parks
- assist with delivering services and facilities within the town's parks
- raise funds to help pay for future maintenance and/or park improvements
- encourage the participation of members of the public in the running of the town's parks.

The Working Group should also explore the option of establishing a network of Community Pride Teams that contribute towards the future of the King George V Park and the various other smaller parks and play areas around the town. It was agreed that the Working Group should aim to complete its research and report back by the Autumn.

Melksham Town Council

Minutes of the Asset Management and Amenities Committee meeting held on Monday 21st June 2021

PRESENT: Councillor C Goodhind (Chair)
Councillor C Forgacs (Vice-Chair)
Councillor L Lewis
Councillor J Oatley
Councillor S Crundell
Councillor C Houghton

IN Councillor P Aves
ATTENDANCE: Councillor J Hubbard
Councillor S Mortimer

OFFICERS:	Linda Roberts	Town Clerk
	Hugh Davies	Amenities Manager
	Christine Hunter	Committee Clerk

PUBLIC PARTICIPATION: Three members of the public and one member of the press were present.

Adrienne Westbrook stated that no Terms of Reference were available on the Council website for the Asset Management and Amenities Committee. She asked the Committee to confirm that there were new Terms of Reference which gave delegated powers to the Committee to make decisions at this meeting.

The Town Clerk confirmed that the Terms of Reference for all Committees would be reviewed at the Town Council Visioning Day on 26 June 2021. The Terms of Reference for both the Asset Management Committee and the King George V Sub Committee would remain in place in the interim.

10/21 Apologies

Apologies were received from Councillor Price and Councillor J Crundell.

11/21 Declarations of Interest

Councillor S Crundell, as a member of Melksham Family of Churches, declared a non-pecuniary interest in the agenda item relating to the proposed Community Hub, formerly Art House Café. Councillor S Crundell remained in the meeting and took part in the debate on this item.

12/21 Minutes

The Deputy Town Mayor, Councillor Goodhind signed the minutes of the Asset Management Committee Meeting held on 14 December 2020.

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

UNANIMOUSLY RESOLVED that the minutes of the Asset Management Committee Meeting held on 15 March 2021, having previously been circulated, were approved as a correct record and signed by the Deputy Town Mayor, Councillor Goodhind.

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

UNANIMOUSLY RESOLVED that the minutes of the King George V Sub-Committee Meeting held on 27 April 2021, having previously been circulated, were approved as a correct record and signed by the Deputy Town Mayor, Councillor Goodhind.

13/21 Friends of King George V Playing Fields Proposal

The Town Mayor, Councillor Hubbard stated that the Council should be actively supporting the proposal and other similar proposals for the town. He noted that other parks within the town had not received the same level of investment as the King George V Park, but that the Town Council's Amenities Team had worked hard in all parks to keep them in good condition.

It was agreed to form a new Working Group with membership being approved at the Full Council meeting on 28 June 2021.

It was proposed by the Deputy Town Mayor, Councillor Goodhind, seconded by Councillor Oatley and

UNANIMOUSLY RESOLVED to form a new Working Group to:

- research other models of 'Friends of' groups adopted by other communities.
- bring back the working group's findings and recommendations to the Committee detailing how the proposed Friends group can:
 - help with setting the strategic vision for the park.
 - assist with delivering services and facilities within the park.
 - raise funds to help pay for future maintenance and/or park improvements.
 - encourage the participation of members of the public in the running of the park.

The Working Group should also explore the option of establishing a network of Community Pride Teams that contribute towards the future of King George V Park and the various other play areas around the town. It was agreed that the Working Group should aim to complete its research and report back by the Autumn.

.1 King George V Playing Fields Masterplan

The Town Clerk reported on progress to date in the King George V Park regarding:

- the installation of the new play equipment
- the opening of the new Splash Pad
- the opening of the Cricketers Café
- the installation of new pathways
- the introduction of a Sensory Garden
- the introduction of new benches

The Town Clerk highlighted works that were still ongoing regarding the introduction of an art sculpture in the sensory garden and the mosaic.

.2 King George V Playing Fields Dog Agility Area

Councillor Aves confirmed that the reason for exploring the feasibility of a dog agility area within the King George V Park, related to dog fouling complaints received.

The Town Clerk confirmed that she had investigated the existence of by-laws relating to dog orders in parks but had not found anything specifically relating to dogs being kept on a lead. The Council may need to create a by-law to address this.

14/21 Tree Wardens

The report of the Assistant to the Town Clerk was noted.

The Town Clerk confirmed that the previous scheme run by Wiltshire Council had ended when funding ceased. She suggested the creation of a budget to enable the engagement of appropriate expertise when required. Councillor S Crundell suggested co-ordinating with Melksham Without Parish Council to use the same tree wardens.

It was proposed by the Deputy Town Mayor, Councillor Goodhind, seconded by Councillor Oatley and

UNANIMOUSLY RESOLVED that the Town Council budget £500 maximum as an honorarium to enable access to the Tree Warden's expertise on an as and when required basis.

15/21 Purchase of a Defibrillator for the Cricketers Cafe at King George V Playing Fields

The Town Clerk confirmed that an application had been made to the Area Board for 50% funding towards the purchase of a defibrillator for the Cricketers Café.

It was proposed by the Deputy Town Mayor, Councillor Goodhind, seconded by Councillor Oatley and

UNANIMOUSLY RESOLVED that a Lifeline View defibrillator be purchased and installed at the Cricketers Café at a cost of £995.

16/21 Garden Sharing Scheme

The report of the Community Development Officer was noted.

The Deputy Town Mayor, Councillor Goodhind explained that there is a long waiting list for allotments in Melksham, and that the national garden sharing scheme allows neglected gardens to be used, providing the opportunities to develop friendships and helping to improve health and wellbeing.

It was proposed by the Deputy Town Mayor, Councillor Goodhind, seconded Councillor S Crundell and

UNANIMOUSLY RESOLVED to support the recommendation within the report: "To instruct staff to promote and develop a garden sharing scheme in Melksham in collaboration with Lend and Tend".

17/21 Phone Boxes

The report of the Business Administration Apprentice was noted.

The Town Clerk suggested the creation of an initiative asking community groups to bid on how they would like the phone boxes to be used.

It was agreed that signs would be placed on the phone boxes showing where the nearest defibrillator was and the "What Three Words" location reference.

It was proposed by the Deputy Town Mayor, Councillor Goodhind , seconded by Councillor Forgacs and

UNANIMOUSLY RESOLVED to create an initiative for Community Groups giving them the opportunity to bid on uses for the two phone boxes. The winning bid would be decided by the Asset Management and Amenities Committee.

18/21 East of Melksham Community Centre

The report of the Assistant to the Town Clerk was noted.

The Town Mayor, Councillor Hubbard advised that a community hall was planned as part of a S106 agreement between the developers and Wiltshire Council for the development of 450 new homes at the east of Melksham site.

The Town Clerk confirmed that the plans are identical to the Berryfield Hall facility. It was agreed to ask BTA Architects to give a presentation of the plans of the Berryfield Hall facility at a future Council meeting.

19/21 Art House Cafe

.1 Community Hub - formerly Art House Cafe

Councillors noted the resolution from the Community Development Committee meeting held on 7 June 2021.

.2 Expressions of Interest Received for use of the Art House Cafe

Councillors considered the expressions of interest to rent the Art House Café received from the Good News Church Group and Corsham Café.

It was proposed by the Deputy Town Mayor, Councillor Goodhind , seconded by Councillor Oatley and

UNANIMOUSLY RESOLVED to delegate authority to the Town Clerk to progress with a short term rental lease of the Art House Café to the Good News Church Group, at the rent indicated in the proposal. The Good News Church Group are to use the Art House Café as a community group support venue until the Council review the asset and decide on the long-term use of the building.

20/21 Art Sculpture in King George V Playing Field

The report of the Community Development Officer was noted.

Councillor S Crundell asked for thanks to be conveyed to the artist and confirming that the Committee were looking forward to receiving the sculpture.

It was agreed that the artist, Jack Raisey be contacted to request:

- that the colours of the bells in the sculpture be in the order of the colours of the rainbow.
- confirmation that the sculpture is safe for small hands.
- that a model of the sculpture be presented at the next Asset Management and Amenities Committee meeting, in order to better understand its size.

Meeting Closed at: 8.35 pm

Signed:

Dated: