



Public Document Pack

Melksham Town Council

Town Hall, Melksham, Wiltshire, SN12 6ES
Tel: (01225) 704187

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

To: Councillor G Cooke (Chair)
Councillor C Forgacs (Vice-Chair)
Councillor G Ellis
Councillor C Goodhind
Councillor C Houghton
Councillor J Hubbard
Councillor J Oatley
Councillor T Price

21 June 2022

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are invited to attend the **Asset Management and Amenities Committee** meeting of Melksham Town Council. The meeting will be held at the Town Hall on **Monday 27th June 2022 commencing on the rising of the Economic Development and Planning Committee which commences at 7.00 pm.**

A period of public participation will take place in accordance with Standing Order 3(e) prior to the formal opening of the meeting. The Press and Public are welcome to attend this meeting in person, alternatively the public and press may join the meeting via Zoom.

In accordance with the Council's commitment to being open and transparent; all Town Council meetings are recorded and broadcast live. The right to do so was established under the Openness of Local Government Bodies Regulations.

Yours sincerely

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

Melksham Town Council
Asset Management and Amenities Committee

Monday 27 June 2022

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

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.

Virtual Meeting Access

The meeting will commence on the Rising of the Economic Development and Planning Committee meeting commencing at 7.00 pm.

Join Zoom Meeting

<https://us02web.zoom.us/j/81957448869?pwd=QmY2QXlEM1dCdnBTZ3dSRndZZENhdz09>

Meeting ID: 819 5744 8869 **Passcode:** 799927

Participants will be directly let in the meeting by clicking on the above link. There is no waiting room.

AGENDA

1. Apologies

To receive apologies for absence.

2. Declarations of Interest

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Council.

Members are reminded that, in accordance with the Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

Email: towncouncil@melksham-tc.gov.uk **Web:** www.melksham-tc.gov.uk
Facebook: facebook.com/melksham.town

3. Minutes (Pages 1 - 4)

To approve the Minutes of the Asset Management and Amenities Committee meeting held on 19 April 2022.

4. King George V Park

4.1 Lighting in King George V Park (Pages 5 - 30)

Members to receive the report of the Head of Operations of Operations for the provision of lighting in King George V Park. Members to choose a lighting column and to note the revised quote received from BJP lighting for the soft civils required for a hard wired solution (see attached report, quote, mains powered LED lighting options budget costs and column examples).

5. Parks Working Group (Pages 31 - 34)

Members to receive the draft notes of the Parks Working Group meeting held on 10 May 2022.

6. Request for a One-Day Live Music Festival 2022-2023 (Pages 35 - 42)

To receive and consider the request to hold a one day Live Music Festival in 2022-2023 in King George V Park (see attached)

7. Sensory Garden Update (Pages 43 - 56)

To receive an update report of the Head of Operations regarding the Sensory Garden (see attached report, Sensory Garden Map April 2021, Consultation Design 2019 and Plan Design 2019).

8. Public Toilets Update (Pages 57 - 58)

To receive an update report of the Head of Operations of Operations regarding public toilets (see attached).

9. Motions from Councillors

9.1 Motion for a Double Gated entrance/holding area in the Dog Park (Pages 59 - 62)

To receive the motion from Councillor Mortimer regarding the provision of a double gated entrance/holding area in the King George V dog park (see attached).

9.2 Motion for the Solar Streets (Pages 63 - 66)

To receive and consider the Motion from Councillor Price regarding Solar Streets.

See links below:

<https://solarstreets.co.uk>
<https://youtu.be/qtRy1uOjxU8>

10. Confidential Session

Members are requested to make the following resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960.

In view of the sensitive nature of the business to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw.

10.1 Maintenance Building at King George V Park

To receive a verbal update from the Town Clerk. The Town Clerk will be discussing the contract with Michael Edwards Associates, the Project Management Team and CDM. The Committee may be required to resolve to agree expenditure of £1,500.00 on a build cost estimate for the Maintenance Building.

10.2 Mobile Catering Unit - King George V Park

To receive a verbal update from the Town Clerk following a meeting with the caterer and to discuss the terms of the contract between the Town Council and the contractor.

Melksham Town Council

Minutes of the Asset Management and Amenities Committee meeting held on Tuesday 19th April 2022

PRESENT: Councillor C Goodhind (Chair)
Councillor C Forgacs (Vice-Chair)
Councillor G Cooke
Councillor C Houghton
Councillor L Lewis
Councillor S Mortimer
Councillor J Oatley
Councillor T Price

IN ATTENDANCE: Councillor P Aves
Councillor J Hubbard

OFFICERS:	Patsy Clover	Deputy Town Clerk
	Hugh Davies	Head of Operations
	Christine Hunter	Committee Clerk

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

Adrienne Westbrook asked three questions: -

1. King George V Park zip wire – why was the zip wire not on tonight’s agenda? She was promised it would be on this meeting’s agenda. The zip wire was broken in April 2020 and taken out of action in August/September 2020. Why has it taken so long to replace?
2. Parks Working Group – this group does not require a public agenda and will be making decisions and discussing a public consultation behind closed doors. Why can these issues not be discussed in public?
3. Sensory Garden Sculpture – why was the sculpture for King George V park on the agenda as a confidential item? She stated she was unhappy about decisions that should be made public being discussed behind closed doors.

96/21 Apologies

An apology for absence was received from Councillor J Crundell who was substituted by Councillor Mortimer.

97/21 Declarations of Interest

There were no declarations of interest.

98/21 Minutes

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

UNANIMOUSLY RESOLVED that the minutes of 14 February 2022, having previously been circulated, were approved as a correct record and signed by the Chair, Councillor Goodhind.

99/21 Update on Public Toilets in Melksham

The report of the Head of Operations was noted.

The Head of Operations provided an update on the outstanding works:

- Bath Road Toilets – two cubicles are functional. The Head of Operations is waiting for a cleaning quote and the lease to be returned from the Town Council's solicitor. The toilets will be open in the week commencing 9th May 2022.
- Eco Loos – the groundworks inspection has been completed. Confirmation of full costs is awaited. The concrete near the pavilion will be replaced and the bike rack will be installed in the same area. Services from the pavilion can be utilised in the Eco Loos. It is anticipated that the Eco Loos will be opened by the end of June 2022
- Market Place Toilets –completed signage is awaited and the doors have to be painted.

100/21 Memorial Bench and Donations Policy

The Deputy Town Clerk confirmed that members would need to decide whether to adopt the revised version of the Memorial Bench and Donations policy, as delegated by Full Council or the version revised by the Town Mayor, Councillor Hubbard, and other councillors.

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

UNANIMOUSLY RESOLVED to adopt the councillor's revised version of the Memorial Bench and Donations policy.

101/21 King George V (KGV) Park

101/21.1 Opening the Splash Pad

The Head of Operations explained that the Splashpad had opened earlier than last year and was well attended during the Easter weekend. He advised that the cost of utilities has increased.

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

RESOLVED that:

- the Splashpad would open from 10.00 am to 5.00 pm Monday to Sunday, weather permitting.
- staff would check the Splashpad prior to opening with closures published on social media and the website by 10.00 am.
- a survey of usage of the Splashpad would be undertaken with the results submitted to the Asset Management and Amenities Committee no later than the end of October 2022 as part of the budget setting process.

101/21.2 Lighting Comparison for King George V (KGV) Park

The report of the Head of Operations was noted.

Members considered, lighting levels, biodiversity, safety and security, ambiance, battery life and running and installation costs for the project. The Head of Operations reported that the facility for hard wired lighting is in place for part of the park but that this would be the more expensive option due to the ground works required. He confirmed that the quotes received were not for low level lighting.

It was proposed by Councillor Houghton, seconded by Councillor G Cooke and

UNANIMOUSLY RESOLVED to ask the Parks Working Group to bring recommendations to the Asset Management and Amenities meeting scheduled for 27 June 2022, regarding lighting requirements for King George V park and Murray Walk, taking into consideration ambience, safety and security and the use of low level lighting.

102/21 Parks Working Group - Consultation with the Community

The report of the Head of Operations was noted.

The committee agreed that the green space consultation to be undertaken by the Parks Working Group should:

- establish what residents want from Melksham's parks.
- work with the children's centre, outreach workers, mother and toddler groups, juniors club, schools and older children to obtain a wide of responses.
- last two to three months to obtain a good response in a co-ordinated fashion.
- obtain information regarding which parks are used the most, why parks are not used and the age groups of those using the parks.
- obtain 'ring-fenced' names, addresses and postcodes from respondents for further communication regarding the consultation.

It was agreed that councillors would visit other council's parks to provide information about their facilities.

103/21 Disposal of Assets

The report of the Head of Operations was noted.

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

UNANIMOUSLY RESOLVED to delegate authority to the Head of Operations to sell the cherry picker, the AV cameras and the bowser and to offer the remaining equipment to community groups to 'bid' for.

104/21 Confidential Session

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

UNANIMOUSLY RESOLVED that in view of the sensitive nature of the business to be transacted the press and public were requested to withdraw.

104/21.1 Sculpture for the Sensory Garden

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

UNANIMOUSLY RESOLVED to ask officers to cancel the order for the art sculpture with the artist and to request that the £1,000 set aside by the artist for potential works be returned to the Council.

Meeting Closed at: 9.26 pm

Signed:

Dated:

MELKSHAM TOWN COUNCIL

MEETING OF THE ASSET MANAGEMENT & AMENITIES COMMITTEE

27 June 2022

KGV Lighting

Report of the Amenities Manager

1. **Purpose of the report** – To consider the design of columns and to ascertain the power supply options.
2. **Current Situation** – At the last Parks Working Group meeting held on 10 May 2022, it was agreed that the most important aspects of the lighting scheme was the physical appearance of the columns. Alternatives and costings to be supplied. The existing estimate for the civils assumed all the breaking of ground was through hard surface rather than grass and soil so an updated estimate was to be provided. Members of the working group were to come back to the next AMA meeting with examples of columns that were suitably attractive. BJP would also supply some alternatives.
3. **Background** – The lighting scheme has been long standing on the Councils wish list to reduce the fear of crime when using the park during the hours of dusk / darkness.
4. **Financial implications** – Costs could be as much as £80k for the scheme
5. **Links to Town Council policies and core values** - Resident safety and well-being is high on the Councils agenda, especially in the KGV park which is a centrepiece of the Town.
6. **Risk assessment** – The scheme would reduce risk of antisocial behaviour in the area
7. **Crime and disorder implications** – as above
8. **Biodiversity considerations** – The lighting scheme would take note of bat and wildlife considerations with absence detection and lower standby lux levels
9. **Safeguarding** – There should be no safeguarding issues
10. **Recommendations** – The councillors decide if they are content with the range of lamp columns and the hard wired power supply bearing in mind the revised civils costs.
11. **Contact**

Hugh Davies – Head of Operations

Email: hugh.davies@melksham-tc.gov.uk

Tel: 01225 704187

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3 Avon Valley Business Park
Chapel Way, St Annes
Bristol BS4 4EU

T: 0117 2444094
E: project@connectedlight.co.uk

TO BJP - Richard Taylor

Quotation

QUOTE NO	5156498
DATE	01 June 2022
CUSTOMER ID	
EXPIRY DATE	02 July 2022

PROJECT
BJP - Melksham

[illegible]

Specialist Lighting Services (UK) Ltd
VAT Reg No. GB 421 2776 71

Registered in Cardiff No: 4516039. 3 Avon Valley Business Park, Chapel Way. St Annes, Bristol, BS4 4EU

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budget cost estimate.

PATH LIGHTING rev A

1.00 mains wired (option 1)

1.01 Preliminaries	£1,500.00
1.02 Distribution	£1,000.00
1.03 Lighting circuits to columns	£10,000.00
1.04 Column internal wiring	£4,000.00
1.05 Columns and brackets.....	£8,750.00
1.06 Civils work for ducts and columns	£18,250.00
1.07 Luminaires/controls	£9,800.00
1.08 Testing and Commissioning	£500.00
1.09 Record Drawings and O&M Manuals.....	£500.00
1.16 Twelve Months' Maintenance	£250.00

Sub Total for measured works.....£54,550.00

2.00 provisional sums

2.01 General contingency..... £5,000.00

BUDGET TOTAL £59,550.00

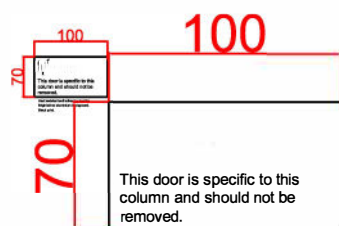
Note:

Costs exclude any Main Contractor's overheads/discounts, inflation, V.A.T. and fees.

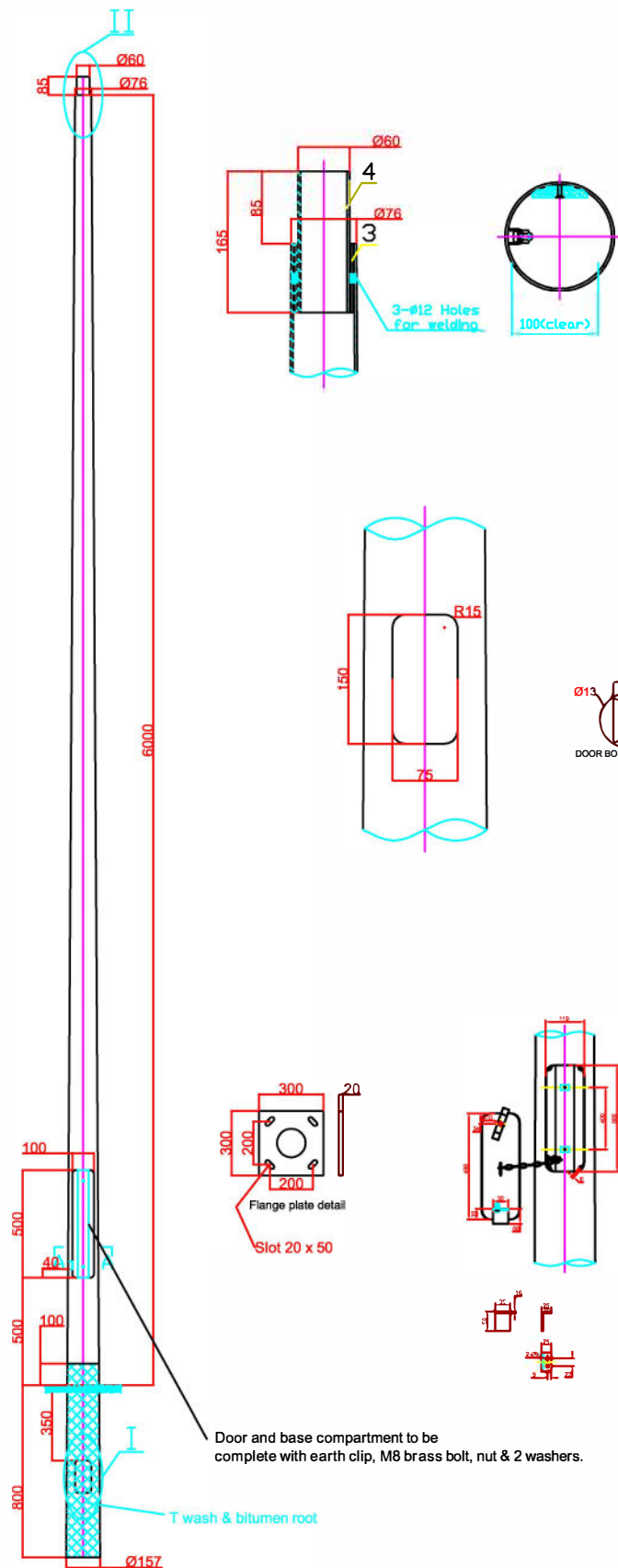
The cost is based on the primary central pathway lighting only and excludes luminaire replacement to existing columns, car park and remote paths.

A budget cost is estimated at £14,900.00 in addition to provide hard wired column lighting to the pedestrian path adjacent the sports pitch and school.

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LABEL TO BE PROVIDED AND
FIXED BY MANUFACTURER



Detail of change: D Flange plate detail added 6-12-2013 RH

Detail of change: C Door label detail added 27-06-2012 RH

Detail of change: B Earth bolt detail added 11-10-2011 RH

Detail of change: A Door bolt detail added 28-09-2010 RH



Page 11

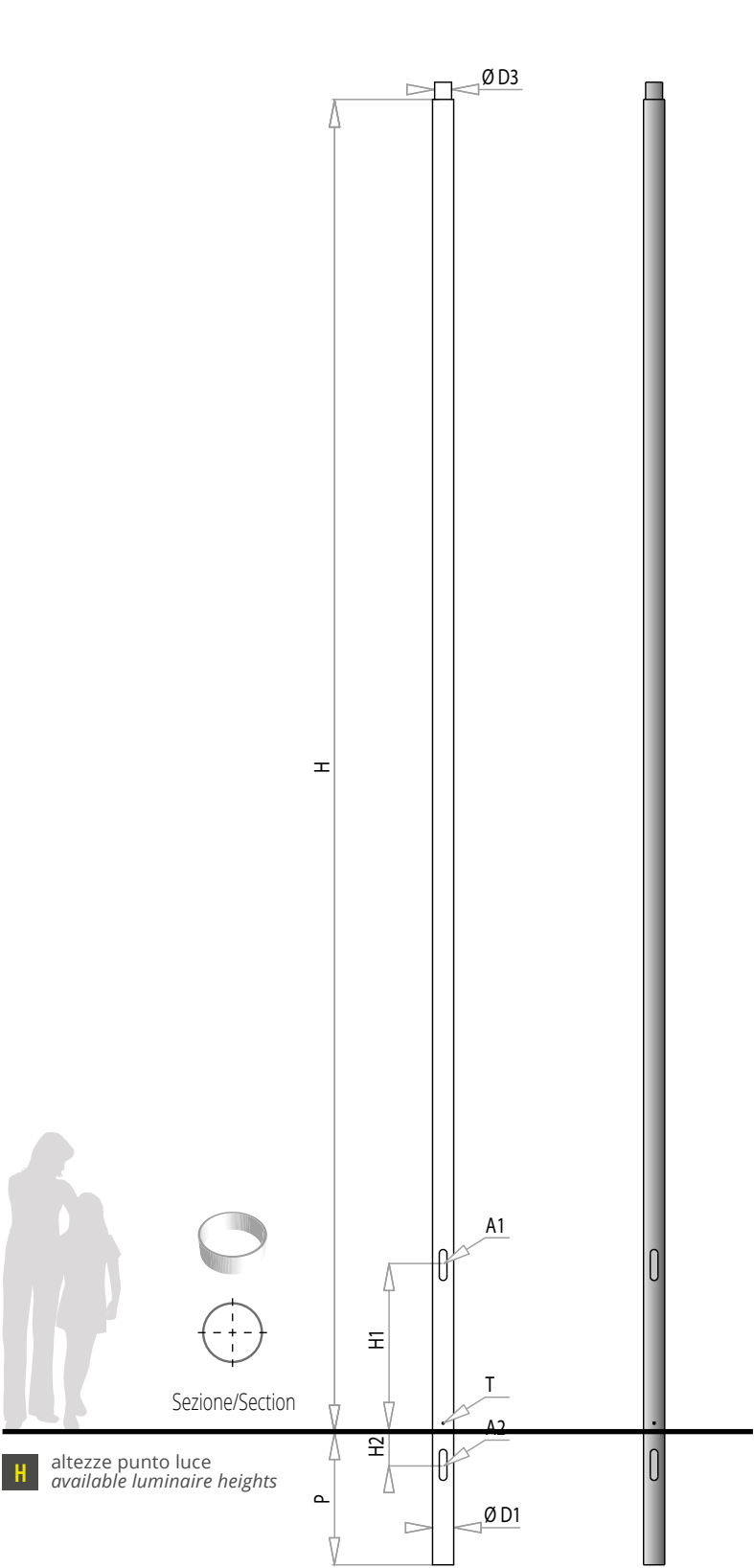
CONNECTIONS
3 AVON VALLEY BUSINESS PARK
CHAPEL WAY, ST ANNES
BRISTOL
BS4 4EU

Title: Conical Column	
Drawn: RJH	Drawing No:
Date: 29/08/2008	Issue: E
Material:	
All dimensions in mm(unless otherwise stated)	

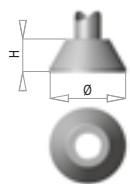
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ACCESSORIES

Deco Modern 1



H altezze punto luce
available luminaire heights

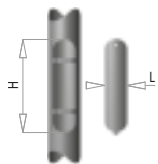


BASE BA/1	
	PM 4 - PM 5 - PM 6
H	160
Ø	260
BASE BA/2	
	PM 7 - PM 8
H	160
Ø	360



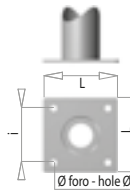
PORTELLA CON MORSETTIERA TERMINAL BLOCK WITH HATCH		
	Standard Standard	Filo palo Flush mounted
PM 4	T-39	RESET 11
PM 5	T-39	RESET 11
PM 6	T-39-G	RESET 16
PM 7	T-39-G	RESET 16
PM 8	T-39-G	RESET 16

Disponibili a 1 o 2 fusibili - Available with 1 or 2 fuses

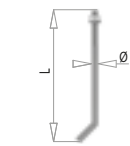


ASOLA MAXI - MAXI TERMINAL BLOCK HOLE	
HxL	300x65

Previa verifica strutturale - Structural verification required
Altre su richiesta - Others upon request



PIASTRA - PLATE				
	i	LxL	Ø Foro Hole Ø	Spessore Thickness
PM 4	180	250x250	22	10
PM 5	180	250x250	22	10
PM 6	180	250x250	22	10
PM 7	180	250x250	22	10
PM 8	180	250x250	22	10



KIT TIRAFONDI - ANCHOR BOLTS	
L	500
Ø	M 18

Valori espressi in millimetri | Measures in millimeters

Circular cross section steel pole consisting of one single section. Cable inlet slot and terminal box slot with finished edges, also suitable for the application of a flush mounted cover door.
Hot galvanized in accordance with ISO 1461, and subsequent brushing to ensure perfect surface finish. Polyester powder coating.
Code 01,02,03,04, RAL on request.

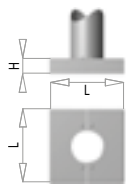
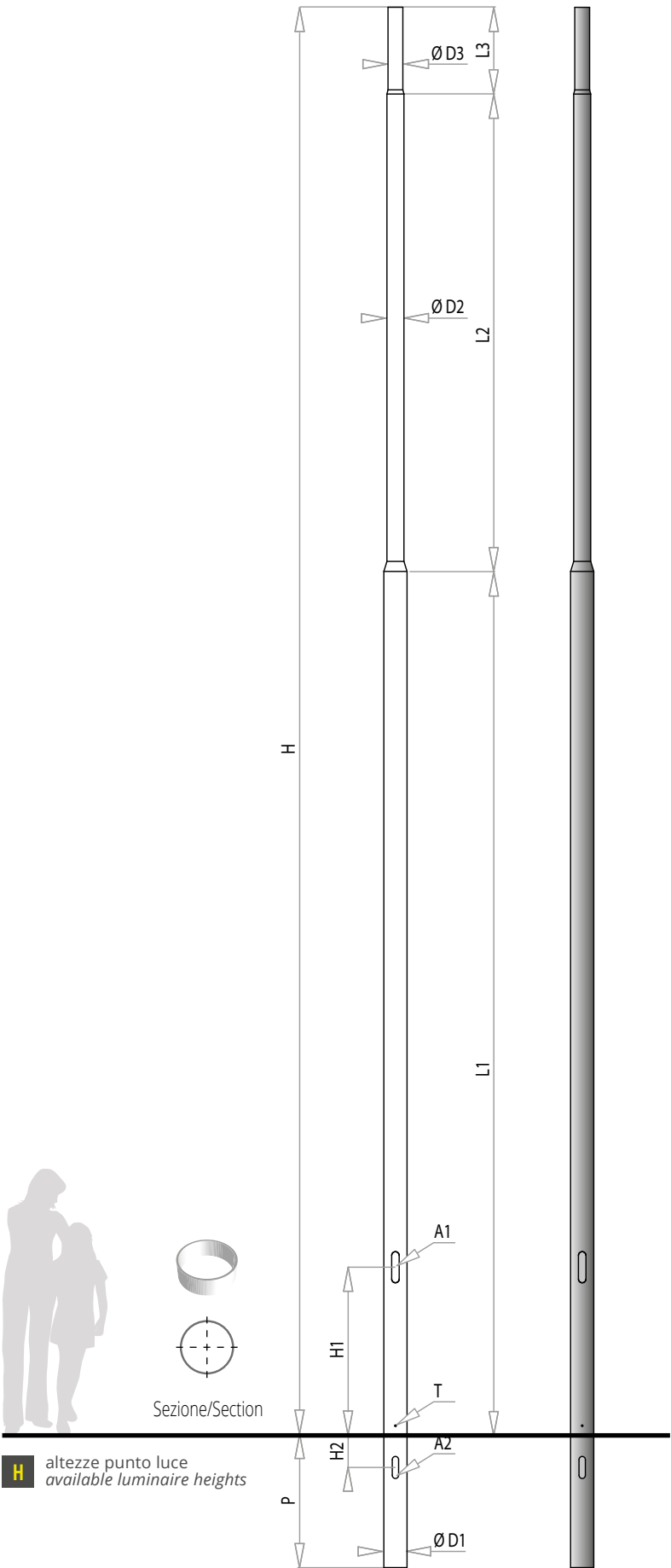
			PM 4	PM 5	PM 6	PM 7	PM 8
DIMENSIONI DIMENSIONS	D1	Tratto unico (Ø x spessore) Single section (Ø x thickness)	102x3mm	102x3 mm	114x3 mm	127x3 mm	127x3 mm
	D3	Codolo finale Final spigot	60	60	60	60	60
MATERIALE MATERIAL		Tratto unico Single section	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR
LAVORAZIONI FINISHING	A1	Asola morsettiera Terminal block hole	186x45 mm	186x45 mm	186x45 mm	186x45 mm	186x45 mm
	A2	Asola ingresso cavi Cable slot	132x38 mm	132x38 mm	132x38 mm	186x45 mm	186x45 mm
	T	Messa a terra Grounding	Inserto filettato M10, zincato - M10 threaded, galvanized insert				
ALTEZZA HEIGHT	H	Altezza punto luce Luminaire height	4000 mm	5000 mm	6000 mm	7000 mm	8000 mm
	H1	Altezza portella Hatch height	1000 mm	1000 mm	1000 mm	1000 mm	1000 mm
	H2	Asola passaggio cavi Cable slot height	200 mm	200 mm	200 mm	200 mm	200 mm
INTERRAMENTO IN-GROUNDING	P		500 mm	500 mm	800 mm	800 mm	800 mm
PESO WEIGHT			33 kg	40 kg	57 kg	73 kg	83 kg

The poles in the table are verified according to: A: 1 bracket for 1 luminaire up to 25m/s in category II; B: 2 brackets for 2 luminaires up to 29m/s in category II. The pole must be chosen after a structural pole test depending on the area of installation. AEC verifies the dimensioning and the resistance of the column according to the EN-40 standard.

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ACCESSORIES

Deco Modern 2

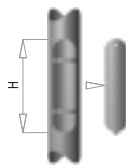


BASE BK	
LxL	312x312
H	65



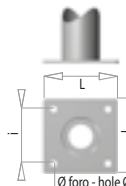
PORTELLA CON MORSETTIERA TERMINAL BLOCK WITH HATCH		
	Standard Standard	Filo palo Flush mounted
PK 6,5	T-39 G	RESET 16
PK 7,5	T-39 G	RESET 16
PK 8,5	T-39 G	RESET 17
PK 9,5	T-39 G	RESET 17

Disponibili a 1 o 2 fusibili - Available with 1 or 2 fuses

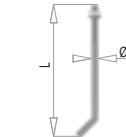


ASOLA MAXI - MAXI TERMINAL BLOCK HOLE	
HxL	300x65 400x90

Previa verifica strutturale - Structural verification required
Altre su richiesta - Others upon request



PIASTRA - PLATE				
	i	LxL	Ø Foro Hole Ø	Spessore Thickness
PK 6,5	180	250x250	22	15
PK 7,5	260	350x350	30	20
PK 8,5	260	350x350	30	20
PK 9,5	260	350x350	30	20



KIT TIRAFONDI - ANCHOR BOLTS		
	PK 6,5	PK 7,5 - PK 8,5 - PK 9,5
L	500	700
Ø	M 18	M 27

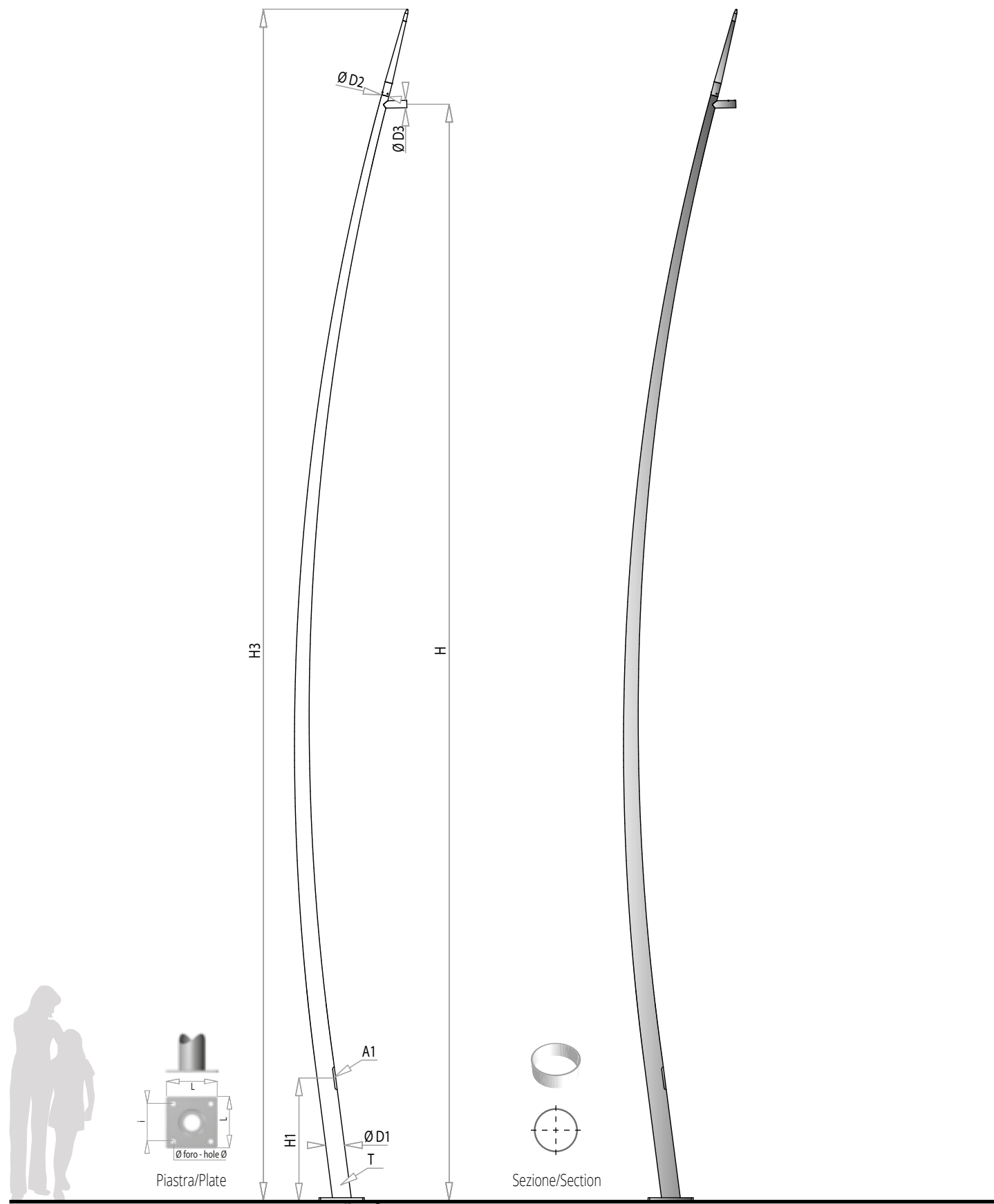
Valori espressi in millimetri | Measures in millimeters

Circular cross section steel pole with formed tapering, consisting of three sections, made of tubular joint elements welded in sequence. Cable inlet slot and terminal box slot with finished edges, also suitable for the application of a flush mounted cover door. Hot galvanized in accordance with ISO 1461, and subsequent brushing to ensure perfect surface finish. Polyester powder coating. Code 01,02,03,04, RAL on request.

			PK 6,5	PK 7,5 A	PK 7,5 B	PK 8,5 A	PK 8,5 B	PK 9,5 A	PK 9,5 B
DIMENSIONI DIMENSIONS	D1	1° Tratto (Ø x spessore) 1 st Section (Ø x thickness)	127x3 mm	127x3 mm	127x4 mm	139x3 mm	139x4 mm	139x3 mm	139x4 mm
	L1	Lunghezza 1° Tratto 1 st Section length	3200 mm	3200 mm	3200 mm	5200 mm	5200 mm	5200 mm	5200 mm
	D2	2° Tratto (Ø x spessore) 2 nd Section (Ø x thickness)	102x3 mm	102x3 mm	102x3 mm	102x3 mm	102x3 mm	102x3 mm	102x3 mm
	L2	Lunghezza 2° Tratto 2 nd Section length	2800 mm	3800 mm	3800 mm	2800 mm	2800 mm	3800 mm	3800 mm
	D3	3° Tratto (Ø x spessore) 3 rd Section (Ø x thickness)	89x3 mm	89x3 mm	89x3 mm	89x3 mm	89x3 mm	89x3 mm	89x3 mm
	L3	Lunghezza 3° Tratto 3 rd Section length	500 mm	500 mm	500 mm	500 mm	500 mm	500 mm	500 mm
MATERIALI MATERIALS	D1	1° Tratto 1 st Section	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR	S355 JR
	D2	2° Tratto 2 nd Section	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR
	D3	3° Tratto 3 rd Section	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR
LAVORAZIONI FINISHING	A1	Asola morsettiera Terminal block hole	186x45 mm	186x45 mm	186x45 mm	186x45 mm	186x45 mm	186x45 mm	186x45 mm
	A2	Asola ingresso cavi Cable slot	132x38 mm	132x38 mm	132x38 mm	132x38 mm	132x38 mm	132x38 mm	132x38 mm
	T	Messa a terra Grounding	Inserto filettato M10, zincato - M10 threaded, galvanized insert						
ALTEZZA HEIGHT	H	Altezza punto luce Luminaire height	6500 mm	7500 mm	7500 mm	8500 mm	8500 mm	9500 mm	9500 mm
	H1	Altezza portella Hatch height	1000 mm	1000 mm	1000 mm	1000 mm	1000 mm	1000 mm	1000 mm
	H2	Asola passaggio cavi Cable slot height	200 mm	200 mm	200 mm	200 mm	200 mm	200 mm	200 mm
INTERRAMENTO IN-GROUNDING	P		800 mm	800 mm	800 mm	800 mm	800 mm	800 mm	800 mm
PESO WEIGHT			60 kg	68 kg	79 kg	84 kg	104 kg	91 kg	111 kg

The poles in the table are verified according to: A: 1 bracket for 1 luminaire up to 25m/s in category II; B: 2 brackets for 2 luminaires up to 29m/s in category II. The pole must be chosen after a structural pole test depending on the area of installation. AEC verifies the dimensioning and the resistance of the column according to the EN-40 standard.

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H altezze punto luce
available luminaire heights

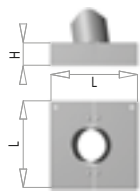
Deco Modern 3

Conical steel pole, welded and de-beaded, consisting of one single longitudinally bent section.
Conical drawn aluminium tip with plastic end. The pole has a standard spigot for the installation of Logika Range units compatible with the PF range. Fastening base plate. Terminal box slot with finished edges, also suitable for the application of a flush mounted cover.
Hot galvanized in accordance with ISO 1461, and subsequent brushing to ensure perfect surface finish. Polyester powder coating. Code 01, RAL on request.

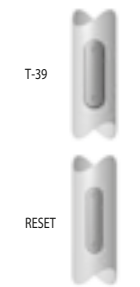


ACCESSORIES

Deco Modern 3

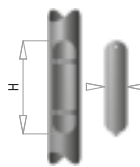


BASE BF		
	LxL	H
PF 5	270x270	85
PF 6	270x270	85
PF 7	320x320	85
PF 8	320x320	85
PF 9	370x370	85
PF 10	370x370	85



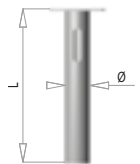
PORTELLA CON MORSETTIERA TERMINAL BLOCK WITH HATCH		
	Standard Standard	Filo palo Flush mounted
PF 5	T-39	RESET 12
PF 6	T-39	RESET 15
PF 7	T-39 G	RESET 16
PF 8	T-39 G	RESET 17
PF 9	T-39 G	RESET 18
PF 10	T-39 G	RESET 18

Disponibili a 1 o 2 fusibili - Available with 1 or 2 fuses

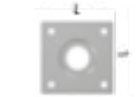


ASOLA MAXI - MAXI TERMINAL BLOCK HOLE	
HxL	300x65 400x90*

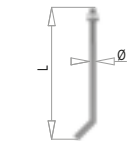
Previa verifica strutturale - Structural verification required
Altre su richiesta - Others upon request
* Escluso PF 5, PF 6, PF 7 - Except PF 5, PF 6, PF 7



CONTROPIASTRA INTERRAMENTO IN-GROUNDING PLATE	
L	850
Ø	139



	PF 5 - PF 6	PF 7 - PF 8	PF 9 - PF 10
LxL	250x250	300x300	350x350



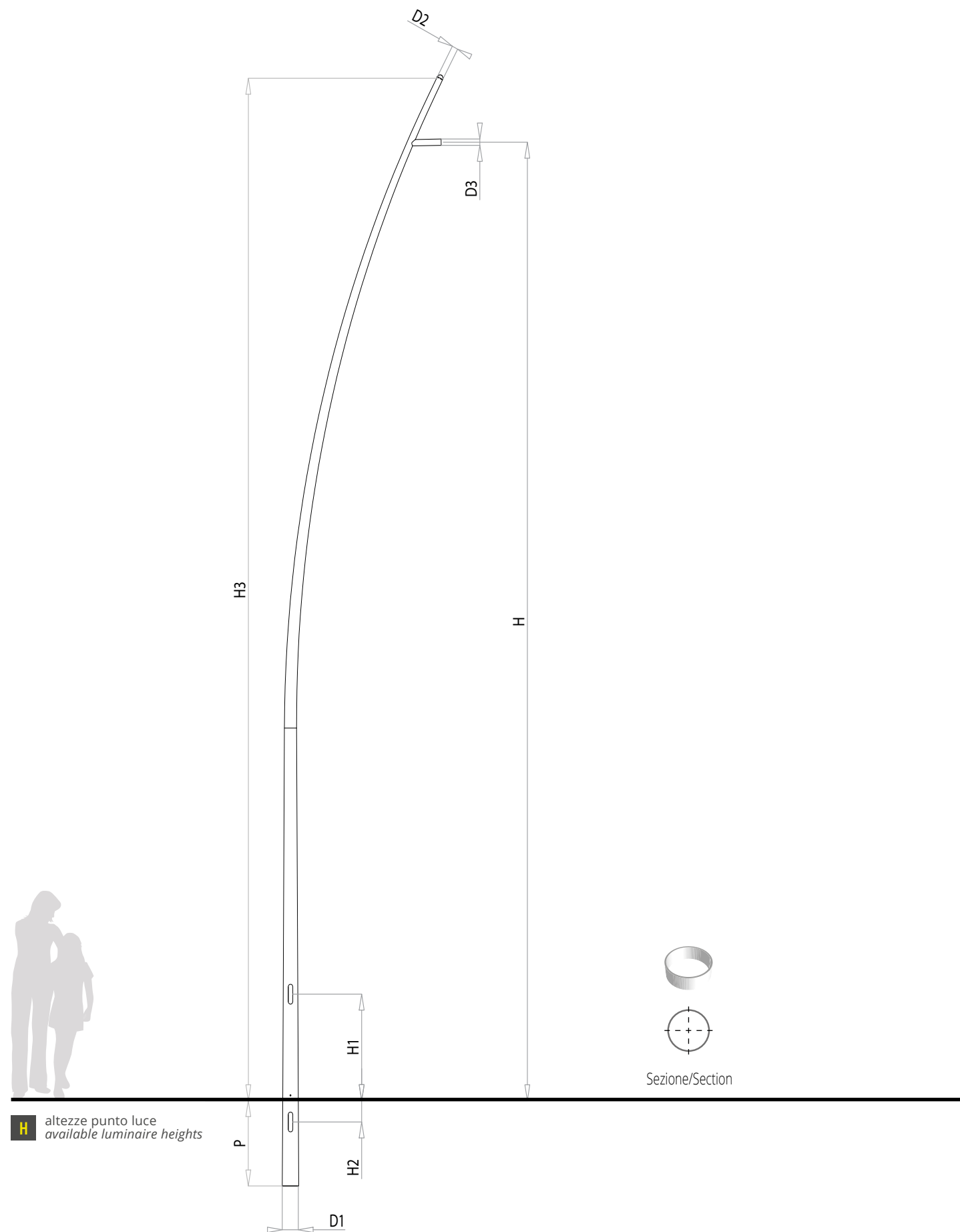
KIT TIRAFONDI - ANCHOR BOLTS		
	PF 5 - PF 6 - PF 7 - PF 8	PF 9 - PF 10
L	500	700
Ø	M 18	M 20

Valori espressi in millimetri | Measures in millimeters

				PF 5	PF 6	PF 7	PF 8	PF 9	PF 10
DIMENSIONI DIMENSIONS	D1	Dimensione alla base (Ø x spessore) Dimension at the base (Ø x thickness)		110x3 mm	121x3 mm	130x3 mm	141x3 mm	151x3 mm	161x3 mm
	D2	Dimensione in testa (Ø) Dimension at the top (Ø)		60 mm	60 mm	60 mm	60 mm	60 mm	60 mm
	D3	Codolo (Ø) Spigot (Ø)		48 mm	48 mm	60 mm	60 mm	60 mm	60 mm
MATERIALI MATERIALS	D1	Tratto unico Single section		S235 JR	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR
LAVORAZIONI FINISHING	A1	Asola morsettiera Terminal block hole		186x45 mm	186x45 mm	186x45 mm	186x45 mm	186x45 mm	186x45 mm
	B	Piastra di base Base plate	Dimensione (LxL) Dimension (LxL)	250x250 mm	250x250 mm	300x300 mm	300x300 mm	350x350 mm	350x350 mm
			Interasse (i) Spacing (i)	148 mm	148 mm	158 mm	158 mm	230 mm	230 mm
			Ø foro Hole Ø	22 mm	22 mm	22 mm	22 mm	24 mm	24 mm
			Spessore Thickness	12 mm	12 mm	12 mm	15 mm	15 mm	15 mm
	T	Messa a terra Grounding		Inserito filettato M10, zincato - M10 threaded, galvanized insert					
ALTEZZA HEIGHT	H	Altezza punto luce Luminaire height		5000 mm	6000 mm	7000 mm	8000 mm	9000 mm	10000 mm
	H1	Altezza portella Hatch height		1000 mm	1000 mm	1000 mm	1000 mm	1000 mm	1000 mm
	H3	Altezza fuori terra Above ground height		5745 mm	6745 mm	7745 mm	8730 mm	9740 mm	10715 mm
PESO WEIGHT				37 kg	46 kg	55 kg	66 kg	78 kg	100 kg

The pole must be chosen after a structural pole test depending on the area of installation. AEC verifies the dimensioning and the resistance of the column according to the EN-40 standard.






Deco Modern 4

Conical steel pole, welded and de-beaded, consisting of one single longitudinally bent section. Conical drawn aluminium tip with plastic end. The pole has a double standard shank with 60 mm diameter. Underground fixing. Terminal box slot with finished edges, also suitable for the application of a flush mounted cover. Hot galvanized in accordance with ISO 1461, and subsequent brushing to ensure perfect surface finish. Polyester powder coating. Code 01, RAL on request.



ACCESSORIES

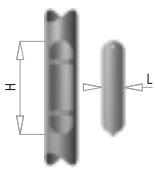
Deco Modern 4



PORTELLA CON MORSETTIERA
TERMINAL BLOCK WITH HATCH

	Standard Standard	Filo palo Flush mounted
PI 6	T-39	RESET 15
PI 7	T-39 G	RESET 16
PI 8	T-39 G	RESET 17
PI 9	T-39 G	RESET 17
PI 10	T-39 G	RESET 18

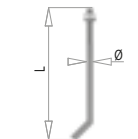
Disponibili a 1 o 2 fusibili - Available with 1 or 2 fuses



ASOLA MAXI - MAXI TERMINAL BLOCK HOLE

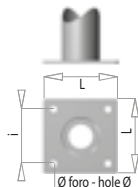
HxL	300x65
	400x90*

Previa verifica strutturale - Structural verification required
Altre su richiesta - Others upon request
* Escluso PI 6, PI 7 - Except PI 6, PI 7



KIT TIRAFONDI - ANCHOR BOLTS

	PI 6 - PI 7 - PI 8	PI 9 - PI 10
L	500	700
Ø	M 18	M 20



PIASTRA - PLATE

	i	LxL	Ø Foro Hole Ø	Spessore Thickness
PI 6	180	250x250	22	12
PI 7	200	300x300	22	12
PI 8	200	300x300	22	15
PI 9	250	350x350	24	15
PI 10	250	350x350	24	15

			PI 6	PI 7	PI 8	PI 9	PI 10
DIMENSIONI DIMENSIONS	D1	Dimensione alla base (Ø x spessore) Dimension at the base (Ø x thickness)	136 mm	146 mm	156 mm	166 mm	176 mm
	D2	Dimensione in testa (Ø) Dimension at the top (Ø)	60 mm	60 mm	60 mm	60 mm	60 mm
	D3	Codolo (Ø) Spigot (Ø)	60 mm	60 mm	60 mm	60 mm	60 mm
MATERIALI MATERIALS	D1	Tratto unico Single section	S235 JR	S235 JR	S235 JR	S235 JR	S235 JR
LAVORAZIONI FINISHING	A1	Asola morsettiera Terminal block hole	186x45 mm	186x45 mm	186x45 mm	186x45 mm	186x45 mm
	T	Messa a terra Grounding	Inserito filettato M10, zincato - M10 threaded, galvanized insert				
ALTEZZA HEIGHT	H	Altezza punto luce Luminaire height	6000 mm	7000 mm	8000 mm	9000 mm	10000 mm
	H1	Altezza portella Hotch height	1000 mm	1000 mm	1000 mm	1000 mm	1000 mm
	H2	Asola passaggio cavi Cable slot height	200 mm	200 mm	200 mm	200 mm	200 mm
	H3	Altezza fuori terra Above ground height	6600 mm	7600 mm	8600 mm	9600 mm	10600 mm
INTERRAMENTO IN-GROUNDING	P		800 mm	800 mm	800 mm	800 mm	800 mm
PESO WEIGHT			55 kg	65 kg	76 kg	116 kg	132 kg

The pole must be chosen after a structural pole test depending on the area of installation. AEC verifies the dimensioning and the resistance of the column according to the EN-40 standard.

Heritage Option 1

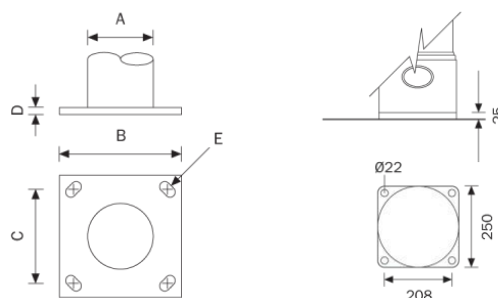
Tubular Column

- Manufactured in either steel or aluminium
- Available with root or flange plate
- Columns are hot dip galvanised to EN ISO 1461
- Can be supplied fully painted in any standard RAL colour and in a choice of paint systems
- Column roots (steel columns) are treated with a glass flake paint system

Dimensions options (mm):

4000,5000,6000,8000,10000

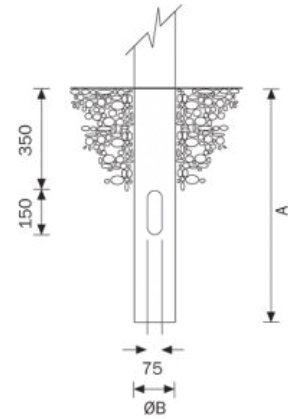
Flange Plate Details:



Nominal Column Height	Dimensions (mm)				
	A	B	C	D	E
4m	139	300	200	15	24x50 283pcd
5m	139	300	200	15	24x50 283pcd
6m	139	300	200	15	24x50 283pcd
8m	193	420	300	20	29x64 424pcd
10m	193	420	300	25	29x64 424pcd



Root Details:



Nominal Column Height	Dimensions (mm)	
	A	B
5m	800	139
6m	1000	139
8m	1200	193
10m	1500	193



Heritage Option 2

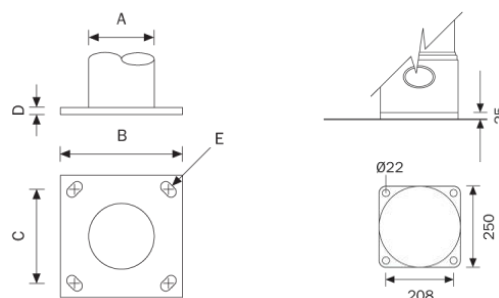
Tubular Column

- Manufactured in either steel or aluminium
- Available with root or flange plate
- Columns are hot dip galvanised to EN ISO 1461
- Can be supplied fully painted in any standard RAL colour and in a choice of paint systems
- Column roots (steel columns) are treated with a glass flake paint system

Dimensions options (mm):

4000,5000,6000,8000,10000,12000

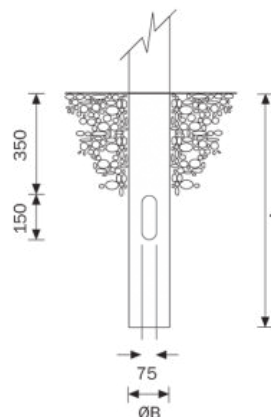
Flange Plate Details:



Nominal Column Height	Dimensions (mm)				
	A	B	C	D	E
4m	139	300	200	15	24x50 283pcd
5m	139	300	200	15	24x50 283pcd
6m	139	300	200	15	24x50 283pcd
8m	193	420	300	20	29x64 424pcd
10m	193	420	300	25	29x64 424pcd



Root Details:



Nominal Column Height	Dimensions (mm)	
	A	B
5m	800	139
6m	1000	139
8m	1200	193
10m	1500	193



Heritage Option 3

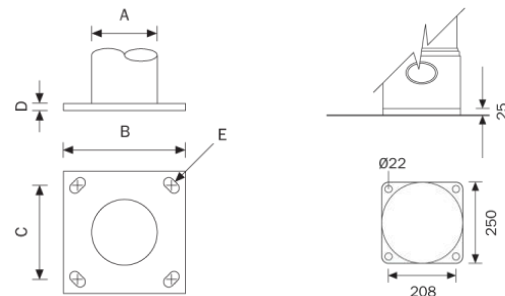
Tubular Column

- Manufactured in either steel or aluminium
- Available with root or flange plate
- Columns up to 6m mounting height are available with or without ladder bars
- Columns are hot dip galvanised to EN ISO 1461
- Can be supplied fully painted in any standard RAL colour and in a choice of paint systems
- Column roots (steel columns) are treated with a glass flake paint system
- Request a quote

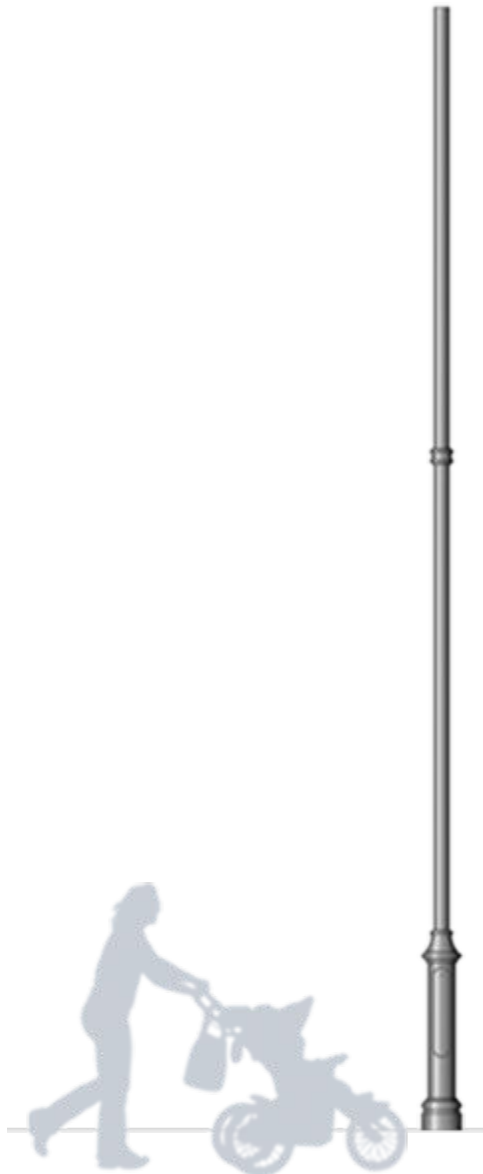
Dimensions options (mm):

4000,5000,6000,8000,10000

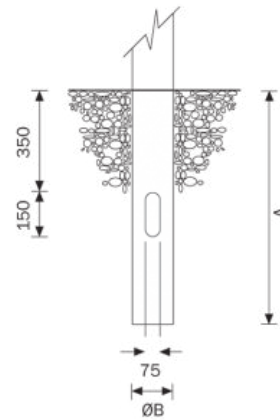
Flange Plate Details:



Nominal Column Height	Dimensions (mm)				
	A	B	C	D	E
4m	139	300	200	15	24x50 283pcd
5m	139	300	200	15	24x50 283pcd
6m	139	300	200	15	24x50 283pcd
8m	193	420	300	20	29x64 424pcd
10m	193	420	300	25	29x64 424pcd

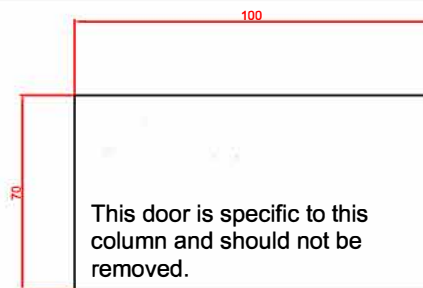
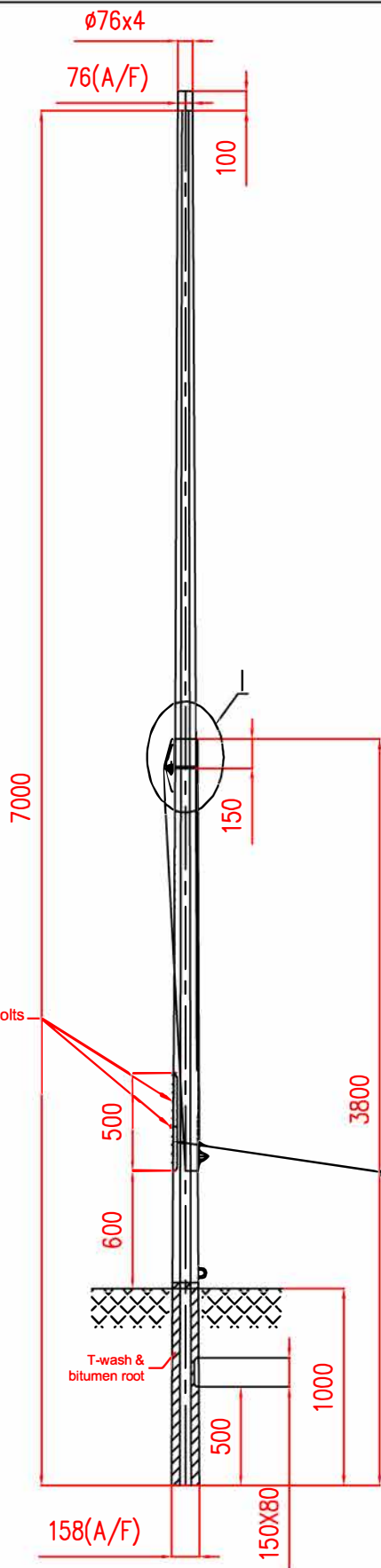


Root Details:



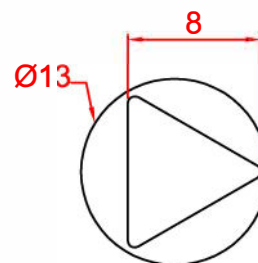
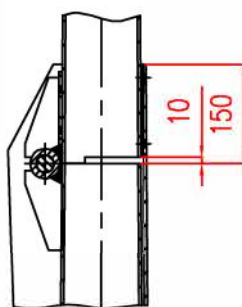
Nominal Column Height	Dimensions (mm)	
	A	B
5m	800	139
6m	1000	139
8m	1200	193
10m	1500	193





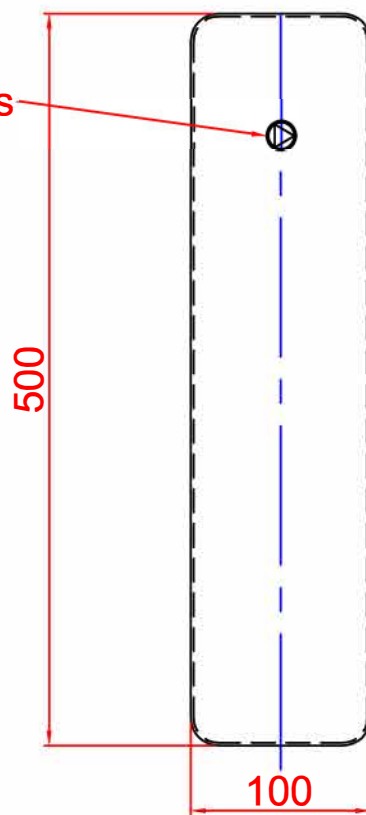
Heat resistant self adhesive backing.
Bright silver aluminium background.
Black print.

ZOOM I



BOLT HEAD DETAIL

Ø18 recess



Door Detail

Door and base compartment to be complete with earth clip, M8 brass bolt, nut & 2 washers.

Detail of change:	C Ø18 was Ø22 RH 15-9-2010
Detail of change:	E Door label detail added 27-06-2012 RH
Detail of change:	D Earth bolt detail added 11-10-2011 RH
©	



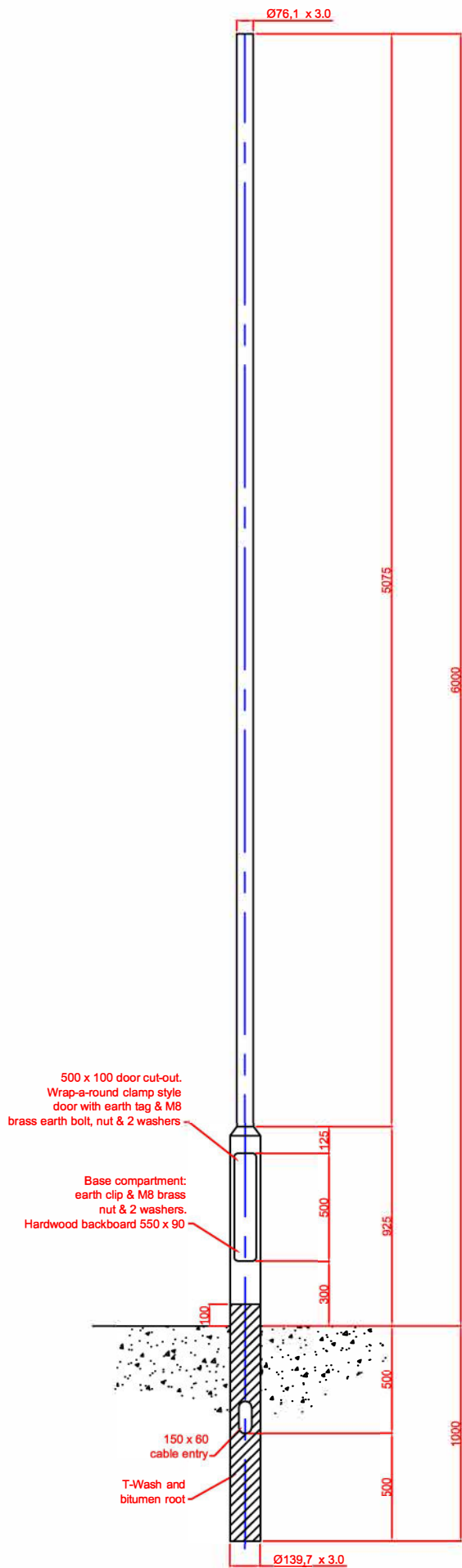
connectedlight
LIGHTING ARCHITECTS

Page 27

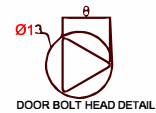
CONNECTED LIGHT
3 AVON VALLEY BUSINESS PARK
CHAPEL WAY, ST ANNE'S
BRISTOL
BS4 4EU

Title:	<i>Mid-Hinged Column</i>		
Drawn:	<i>RJH</i>	Drawing No:	
Date:	<i>03/09/2008</i>	Issue:	<i>F</i>
Material:			
<i>All dimensions in mm(unless otherwise stated)</i>			

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Material: BS EN 10219 or equivalent
Design: BS EN 40
Finish: Galvanise to BS EN 1461:1999
+ external bitumen root
Welding: In accordance with BS 5135
Procedures to BS EN 288
Welders qualified to BS EN 287



Detail of change:	
Detail of change:	B 6000 was 5700, 5075 was 4775 30-03-2010 RH
Detail of change:	Updated template RH 30/01/07

Title: <i>Tubular Column</i>			
Drawn: <i>RJH</i>		Drawing No:	
Date: <i>30/01/2007</i>		Issue: <i>C</i>	
Material: <i>BS EN 10219 or equivalent</i>			
<i>All dimensions in mm(unless otherwise stated)</i>			

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Melksham Town Council

Notes of the Parks Working Group meeting held on Tuesday 10th May 2022

PRESENT:

Councillor C Goodhind
Councillor J Hubbard
Councillor S Mortimer
Councillor S Rabey

IN ATTENDANCE: Richard Taylor - BJP Lighting

OFFICERS: Linda Roberts Town Clerk
 Hugh Davies Head of Operations

8 Appointment of Chair and Vice Chair

Appointment of Chair

It was agreed that Councillor Rabey would be the Chair for the working group.

Appointment of Vice Chair

It was agreed that Councillor Goodhind would be the Vice Chair for the working group.

9 Apologies

There were no apologies.

10 Declaration of Interest

There were no declarations of interest.

11 Notes of Previous Meeting

The notes of the meeting held on 20 July 2021 were approved as a correct record.

12 Lighting King George V Park

Richard Taylor of BJP lighting was in attendance to answer questions from members. Richard gave some background to his company stating that they were mechanical and electrical consultants (designers) working in the southwest of England.

Richard then explained that the lighting project at KGV is about power distribution and lighting; going over the scoping document provided by NVB, the architects behind the KGV Masterplan. The main points to be addressed being:

- Improving the lighting on the main routes through and around the park.
- Adding service connections within the centre of the park.

Richard then took members through the brief for the main lighting scheme adding that members may like to consider a low level, mood changing lighting scheme in the sensory garden.

Richard explained the formulas for working out the required luminaires to light space and this calculation was used to produce the specification and design brief.

Examples of lighting designs were shared with the working group and control systems for setting lighting preferences.

The original reason for the lighting was one of concern for safety rather than just lighting up the park for aesthetic reasons.

The working group agreed that the next steps should be:

- Clarify true costs of lighting scheme excluding the car park so all groundworks costs would be based on soft works.
- Research design styles in particular the column design so it is fitting for the setting of the park and also have the capability to incorporate top and tail flag mountings
- Obtain revised cost for the civils around the pathway (where no ducting is in place) so the soft works not hard works.
- Cost options for columns, in particular, 'tasteful' designs fitting for the park.
- Include a cost for the length of path from the Adventure Centre to the top of the park which was mooted to be a separate project.
- Obtain quotes for lighting for the sensory garden but treat as a separate project.
- The works should be split into phases to minimise delay.

As an additional feature, Councillor Hubbard asked about including Wi-fi transmitters at the time of installation of the lights to enable the park to become a Wi-fi zone. Richard confirmed this could be included as a feature. It was agreed this would be a useful addition to the park's facilities.

In response to a question from the Clerk, Richard advised that currently the lead time is approximately 10 -12 weeks. The Clerk suggested that it might be prudent to advertise for expressions of interest now.

The consultation questions were discussed and what the best approach would be to capture meaningful data that would help the council form a strategy. It was recognised that the methods of consulting must be as far and wide as possible.

Looking at the existing offer, one idea was that due to the proximity to each other, Spring Meadow and Speedwell, it was suggested that Spring Meadow could be transformed into a BMX track with additional equipment and improvements made to Speedwell Park's existing offer.

It was agreed that the consultation questions should be aimed at as wide an audience as possible, and it would be important to gather input from residents who do not use Melksham's parks. Suggestions for additional questions included:

- What attracts you to Melksham's parks and play areas?
- How regularly to you use Melksham's parks and play areas?
- What would encourage you to use Melksham's parks and play areas?
- When did you last use one of Melksham's parks and play areas?
- What is missing from Melksham's current park offer?
- It was also suggested that the consultation could end asking residents to imagine that Melksham did not have any play areas, what would they like to see included in Melksham's park offer?
- Postcode capture
- What do the residents really want?
- Rather than text boxes, the questionnaire / survey should give realistic deliverable variables with maybe one option for "other" ideas
- Question 8 should be wider reaching with the question – "are you interested in being part of a Parks Development Group"?

Consideration should be given to the actual questions that the Councillors want answers to, bearing in mind that there will be a range of options for responses so the survey needs to be versatile in format.

Meeting Closed at: 8.50 pm

Signed:

Dated:

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MELKSHAM TOWN COUNCIL PARKS

BOOKING FORM

PARK REQUESTED	King George V Playing Fields		
Date(s) of event	Saturday		
Name of Event	Shambles Festival		
Event Start time	12:00PM	Event end time	10:00PM
Access required from	Thursday/ Friday	Vacate premises by	Sunday

Organisation Name	James Wilkins Events Ltd		
Responsible Person	James Wilkins		
Position in the organisation	Director		
Contact Name	James Wilkins		
Address	6 Mallory Place, Bowerhill, Melksham		
Postcode	SN12 6YB		
Landline and Mobile number:		07784 428201	
Email address	Go.jameswilkins@gmail.com		
Second contact name & phone			

Brief Description of Event
A one-day, live music event taking place in King George V Playing Fields, Melksham. There will be a maximum site capacity of 500 people. showcasing some of Melksham's local talent across a variety of different genres. The aim of the festival is to create inclusive community event that showcases arts & culture, local talent with a keen focus on music. The expected audience profile for the event is adults aged between 18+ on an approximate 50:50 male to female ratio.

Please indicate which of the following categories apply to your event:	
<input type="checkbox"/> Charity	Profit Making
<input type="checkbox"/> Fund Raising	
<input type="checkbox"/> Profit making	
<input type="checkbox"/> Non-profit making	
<input type="checkbox"/> Commercial	
<input type="checkbox"/> Other (please give details aside)	

If your event will be supporting a charity, which is it?	N/A
-----------------------------------------------------------------	-----



MELKSHAM TOWN COUNCIL PARKS

Number of attendees expected	500
------------------------------	-----

Will you be charging an entrance fee? If so, how much?	£15 to £20
Will you be providing or selling food/drink?	Yes
Do you require vehicle access for the site? If so, how many vehicles do you anticipate being on site at any one time?	4
<p>Note: Organisers must provide a marshal(s) on the entrance to the site during the time of the event to ensure that only authorised vehicles gain access.</p> <p>Authorised vehicles must be provided with a pass that states the event name, date and registration number of the vehicle. Failure to do so will result in vehicles being asked to leave the site.</p> <p>Please remember that only vehicles permitted onto site will be those:</p> <ul style="list-style-type: none">• delivering and off-loading equipment/provisions/heavy items;• assisting with the 'build up' and 'breakdown' of the show e.g. forklift trucks, hi-abs, etc. (n.b. no vehicles above 7.5 tonnes to be permitted without prior agreement)• forming part of the emergency services• forming part of the communication arrangements• forming part of a food vendors means of trading. All other vehicles must park away from the main event site	
Will any vehicles remain on site overnight? Permission must be obtained from the Town Council before allowing any vehicles to remain on site overnight.	No

Will you be using any temporary structures such as tents, stage, fences, marquee?	Yes
If so, please provide details:	<ul style="list-style-type: none">• Marquee or Big Top Tent• 6m x 3m gazebo
If a marquee or similar structure is to be used, please provide the following information:	
Size	Either <ul style="list-style-type: none">• One 24m x 12m Marquee or• One 30 x 12m Big Top Tent
Number and size of fire exits	A larger part of the perimeter will not feature sides. This means that there will be multiple fire exits all at least 10m wide.
Confirmation that the marquee is flame retardant	Yes
Emergency lighting	Yes, stage lighting will be utilised and powered by a petrol generator.
Seating plan if appropriate	N/A



MELKSHAM TOWN COUNCIL PARKS

Any cooking which may take place in or near the marquee	There will be two local food vendors pitched a minimum of 5m away from the marquee.
Will you be using inflatable play equipment such as bouncy castle or inflatable slide? If yes, please enclose a copy of the fire-retardant certificate and written evidence that the equipment is being properly maintained, from PIPA or ADIPS.	No
Are you planning to have fireworks? If yes, please provide the name of the pyrotechnic contractor and a copy of their risk assessment and Public Liability Insurance?	No
Do you need a power supply? If yes please provide details of how it will be supplied	Yes
Power will be supplied through the use of petrol generators.	
Will you be using liquid propane gas to fuel gas appliances such as stoves or BBQs? If yes, please supply a copy of the gas safety certificate.	No
Are there any activities planned that could cause a noise disturbance to residents or businesses in the near vicinity? If yes, please outline what steps are to be taken to minimise noise.	Yes
A detailed noise management plan and policy will be utilised as well as a policy and procedure for public liaison & complaints.	
Will your event have any form of funfair ride? If yes, please supply risk assessments and safety certificates from the supplier.	No
Are there any activities or equipment that could cause damage to the site – grassed areas, hard surfaces, hedges, pavements, trees, foliage. If yes, what measures will you take to reduce the risk of damage and how do you intend to return the site to its pre-hire condition.	
<ul style="list-style-type: none"> • An adverse weather policy is in place that is designed to prevent any potential lasting damage to the venue. • Detailed risk assessments will be completed to ensure that site is not damaged. 	
What means are being provided for firefighting? Please include locations of fire points, details of extinguishers to be provided etc.	
<ul style="list-style-type: none"> • Clear emergency exits are located on the site map and comprehensive incident and evacuation procedures will be in place. • Portable fire extinguishers placed around the site, fire extinguishers to conform to British Standards; be full and of appropriate type • Deployment of appropriate fire extinguishers in all areas to include <ul style="list-style-type: none"> ○ Water ○ CO2 ○ Foam • All traders to deploy appropriate fire extinguishers and fire blankets to be checked and signed off by Operations Manager prior to show opening 	



MELKSHAM TOWN COUNCIL PARKS

Are there any portable toilets being provided?

If so, how many and at what location?

3 Portable toilets will be provided. These are clearly marked on the site map and are easily accessible from all areas of site.

Who is responsible for Health and Safety for the event?	Event Director - James Wilkins
Contact details	07784 428201
Who is the first aider for the event?	Ben Wilkins (tbc)
Contact details	

DOCUMENTS INCLUDED	Please tick to indicate the documents that you have attached with your application, or explain if they are not required	
Public Liability Insurance of at least £5,000,000		
Event management Plan (template provided)		
Risk Assessments for all activities		
Food Hygiene Certificates		
Gas safety certificate		
PRL License for music		
Alcohol License		
Entertainment licence (TEN)		
Street Trading Licence		
Street Collection Permit		
Lottery Registration		
Road Closure Order		
Marquee Fire safety certificate		
Inflatable Equipment safety certificate		
Any other documentation		
Site Layout Plan		

Charge for event if applicable	£	Date of payment	
---------------------------------------	---	------------------------	--

The Town Council can help with the promotion of your event, by sharing it on our Facebook and Twitter pages. Please contact the council on 01225 704187 who can help you.



MELKSHAM TOWN COUNCIL PARKS

DECLARATION

I, _____ on behalf of _____
confirm that the information given in this application is true. I understand that I should provide any documentation requested or my event may not proceed. I have read, understood and agree to the terms and conditions enclosed. Where a charge has been applied, I agree to pay said charge promptly without delay prior to the event. I understand that should I be found to have falsified any information my event may be cancelled. I agree to send proof of public liability insurance to the value of at least £5,000,000 either with this application or at least 14 days before the date of my event.

Signature

Date

**Please sign and return a completed form to Melksham Town Hall, Market Place,
Melksham, SN12 6ES.**



MELKSHAM TOWN COUNCIL PARKS

Please read the Terms & Conditions of Hire with this form. If you need further information or wish to discuss your requirements, please
Telephone 01225 709887 or email townhall@melksham-tc.gov.uk.

TERMS AND CONDITIONS OF HIRE FOR PUBLIC SPACES

1 Interpretations

- a) The Council means Melksham Town council and officers authorised by them to perform any particular duty.
- b) The hall means the grounds owned or managed by the Council.
- c) Hirer means the person making an application on behalf of the organisation
- d) Contract of hire means the formal written particulars of an organisations use of the space and the rules and regulations contained therein, which shall be deemed to include these terms and conditions of hire.

2. Event Mangement Plan

All Hirers are required to complete an event management plan. A template of the Council's EMP can be obtained from the Town Hall.

3 Hirers Responsibilities

- b) Any decorating materials, and fixings, must be approved by the Town Council before application to any part of grounds, including tees, fences, railings etc. The Hirer will be liable for any extra costs involved in the cleaning or removal of any such materials. (See clause 8)
- c) No lighting effects or electrical equipment shall be introduced to the premises without the previous consent of the Town Council.
- d) The Hirer shall not bring or permit to be brought on to the premises any explosives, inflammable spirits or fireworks of any kind without permission nor without consent install any portable heaters of any type.
- f) The Hirer shall not without the prior written agreement of the Town Council use or permit to be used any naked lights any inflammable material, decorations or scenery on the premises and shall not allow any act or performance to take place on the premises which might endanger persons on the premises or the premises themselves.
- h) The Hirer shall not use the premises for any purpose other than that described on the booking form.
- i) The Hirer does not have the right to assign or sublet any of its rights or liabilities under the contract of hire to any other person or persons.
- k) The Hirer shall be responsible for maintenance of good order and efficient supervision at the premises.
- 1) The Hirer shall keep all pathways, passages, entrances and exits unobstructed at all times.

4 Bookings

- a) Applications for the hiring of premises must be made on the appropriate booking form available from Melksham Town Hall , Market Place, Melksham, SN12 6ES.
- b) Melksham Town Council reserves the right to refuse any bookings or to impose any special conditions or restrictions but subject to right of appeal to the Council.

5 Charges

- a) Charges for the use of facilities shall be those determined by the Council, as outlined in the scale of charges. The Council reserves the right to alter charges without notice.
- b) Hirers will be charged the hire charge in force at the time of the EVENT not at the time of booking.

6 Cancellation



MELKSHAM TOWN COUNCIL PARKS

- a) Should the Hirer wish to cancel their booking they will become liable for the appropriate charge as outlined in the accompanying scale of charges.
- b) The Council reserves the right to cancel the use of any premises at any time and for whatever reason. All money paid in respect of the booking will be refunded. The Council will not be liable for any other expenditure or loss sustained, directly or indirectly by the Hirer or the organisation arising from the cancellation.

7 Damage To or Loss of Property

The Council accepts no liability for damage to, or loss of, any property or articles or things whatsoever, placed or left in the park or any part thereof, by any organisation, or any member of any organisation or any individual.

8 Damage Caused

- a) The Council reserves the right to demand a damage deposit, which shall be subject to appropriate deduction in the event of damage being caused to the park, equipment or vegetation.
- b) The Hirer shall pay the Council on demand, the amount of any damage (fair wear and tear excluded) caused to the park, by the Hirer or any person participating in an event at the invitation of the Hirer. The Town Council whose decision shall be final shall certify the amount.

9 Indemnity

- a) The Hirer shall indemnify the Council in respect of the hirer's legal liability only for all claims, damages to or loss of property belonging to any person and for any personal injury to or the death of any person during the course of or in consequence of the hiring save insofar as the same arises out of any act, omission or negligence on the part of the council.
- c) The Hirer shall not play or permit to be played or perform any work which will infringe any copyright. Guidance on compliance with regulations may be sought from the Town Council.
- d) Whenever the function includes the public performance of any copyright work, the Hirer must secure from the appropriate persons or bodies the right to have such works performed or produced and must reimburse the Council all sums of money which the Council may have to pay in respect of such performance or by reason of any infringement of copyright occurring during the hiring.

10 Insurance

The hirer is required to have adequate insurance cover for all planned activities on Council grounds and shall produce evidence of such cover to the Council.

11 First Aid

The Hirer may be requested to provide suitable, qualified First Aid cover if deemed necessary by the type of activity undertaken.

12 Catering

All caterers using Town Council property must be able to demonstrate, in advance of the hiring period, that they have a documented system of food safety management based on HACCP principles, as required by Regulation (EC) No.852/2004. Caterers unable to meet this stipulation will be refused entry to the premises.

Hirers will be held liable for any illness due to food poisoning as a result of catering arrangements made in connection with their booking.

15 Sale of Goods

The Hirer shall comply with the code of conduct for occasional sales issued by the Council and appended to these conditions (if appropriate).

16 Advertising



MELKSHAM TOWN COUNCIL PARKS

The Hirer shall not advertise or publicly announce any event to take place in the park without prior approval, in writing, of the Town Council.

- 17 Gambling**
No sweep stake, raffle or any other kind of lottery shall be promoted, conducted or held on the premises except such lotteries as are deemed to be lawful by virtue of any enactment relating to Gambling, Betting and Lotteries and for which approval has been given by the Council in writing
- 19 Animals**
Any animals brought on to the site must be accompanied by a qualified animal handler and all animal waste removed.
- 20 Vacation of Premises**
The Hirer shall ensure that all members including Entertainment have vacated by the time on the booking form and the part or parts of the facility used are left in a tidy and orderly condition at the end of each period of use. The Council reserve the right to levy an additional cleaning charge should the premises be left in such a state as to necessitate additional cleaning.
- 22 Licences**
Details of the licensable activities authorised by Wiltshire Council and the times authorised for those activities are available from Wiltshire Council.
- 24 Additional and Special Conditions**
The Council reserves the right to impose additional conditions or to vary the conditions on any hiring provided that notice there of is given to the Hirer not less than 48 hours before the commencement of the function.
- 25 Performing Rights Society**
It is the responsibility of the hirer to ensure that all PRS returns, programme details and box office information should be forwarded to the Council no later than 7 days after the final performance. See www.prs.co.uk.
- 26 Refuse Disposal**
The Hirer is responsible for the disposal of refuse. It is incumbent upon the Hirer to remove refuse from the premises.
- 27 Failure to Observe Conditions**
If the Hirer shall fail to observe or perform or secure the due observances or performance by others of these Conditions, the Council may without notice forthwith cancel the hirer's booking and any rights of the Hirer shall thereupon cease. Such cancellation shall not release the Hirer from any of his obligations or affect any right to remedy which the Council may have and the Council shall be entitled to retain for their own use and benefit any moneys paid by way of deposit and to sue for any balance outstanding.

MELKSHAM TOWN COUNCIL

MEETING OF THE Asset management & Amenities COMMITTEE

27/ June/ 2022

Sensory Garden

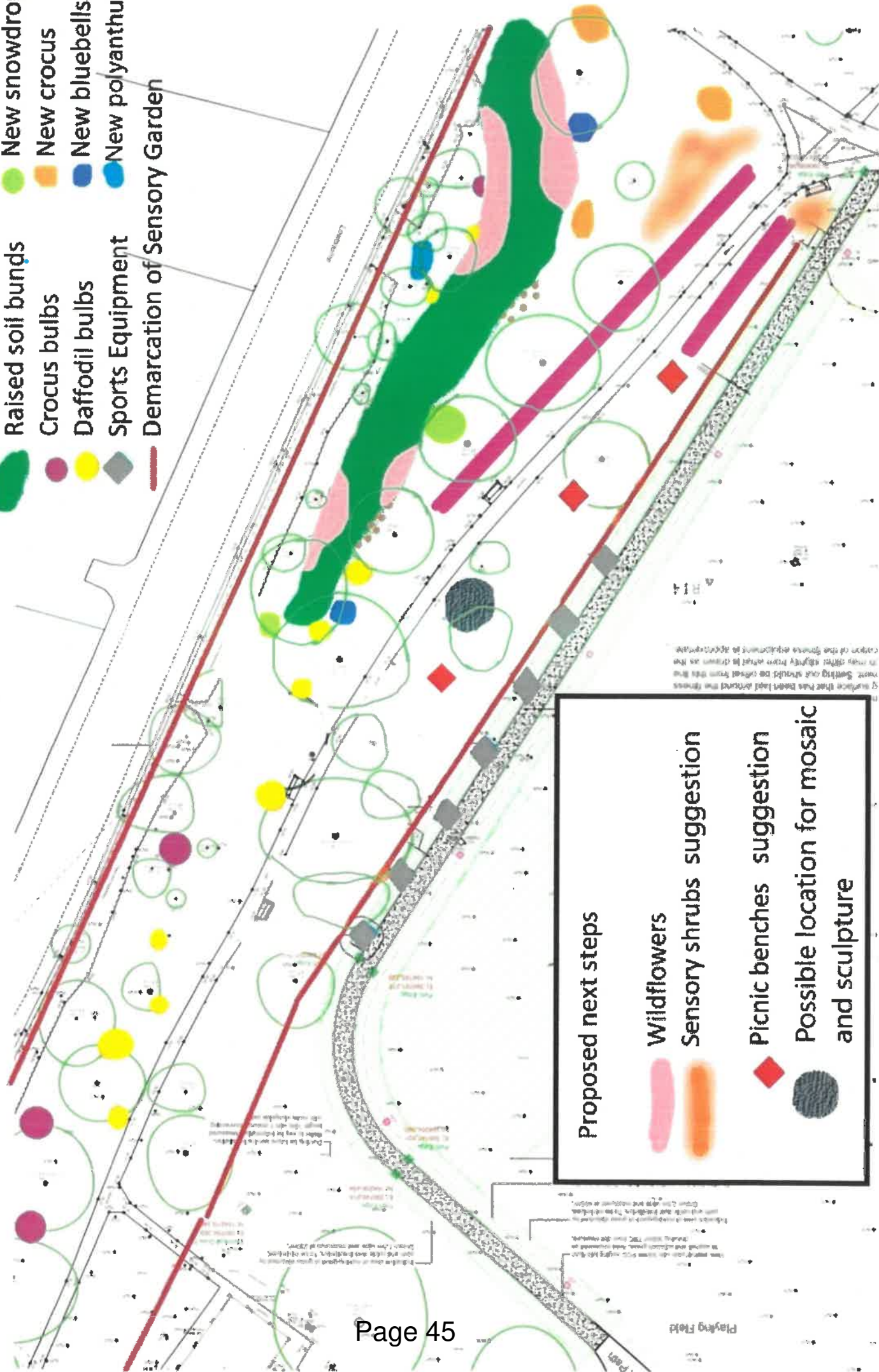
Report of the Head of Operations

1. **Purpose of the report.** To update on progress of getting this project started.
2. **Current Situation.** Four contractors have been shown the area in May 2022 and provided with the attached plans. They have been given a blank canvas but on speaking with several of them since receiving the plans, a more concrete proposal is required so we can get quotes like for like.
3. **Background.** The Sensory Garden was due to be started some time ago as part of the KGV masterplan but for various reasons it has stalled due to spoil from the path construction being compacted onto the wooded area, causing waterlogging of tree roots and drainage problems in the area. The planting of bulbs has since been unsuccessful as there was too much ground water to allow them to grow.
4. **Financial implications** – The cost could be anywhere between £40 - £80k depending on the final proposals that councillors would like.
5. **Links to Town Council policies and core values.** The plans for the sensory garden are the last piece in the jigsaw within the KGV masterplan.
6. **Risk assessment** – The project could be cost prohibitive.
7. **Crime and disorder implications** – The area must be carefully designed to avoid any dead / blind spots where ASB can proliferate.
8. **Biodiversity considerations** – only natural materials will be used as far as possible in the construction of this project.
9. **Safeguarding** – as 7. Above
10. **Recommendations.** The parks working group / Asset Management & Amenities members to decide on the priorities / main features for the area so a definitive specification can be drawn up.

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ROUGH LAYOUT OF SENSORY GARDEN AREA March 2021

- New path
- Raised soil bunds
- Crocus bulbs
- Daffodil bulbs
- Sports Equipment
- Demarcation of Sensory Garden
- New saplings
- New snowdrop
- New crocus
- New bluebells
- New polyanthus



Proposed next steps

Wildflowers

Sensory shrubs suggestion

Picnic benches suggestion

Possible location for mosaic and sculpture

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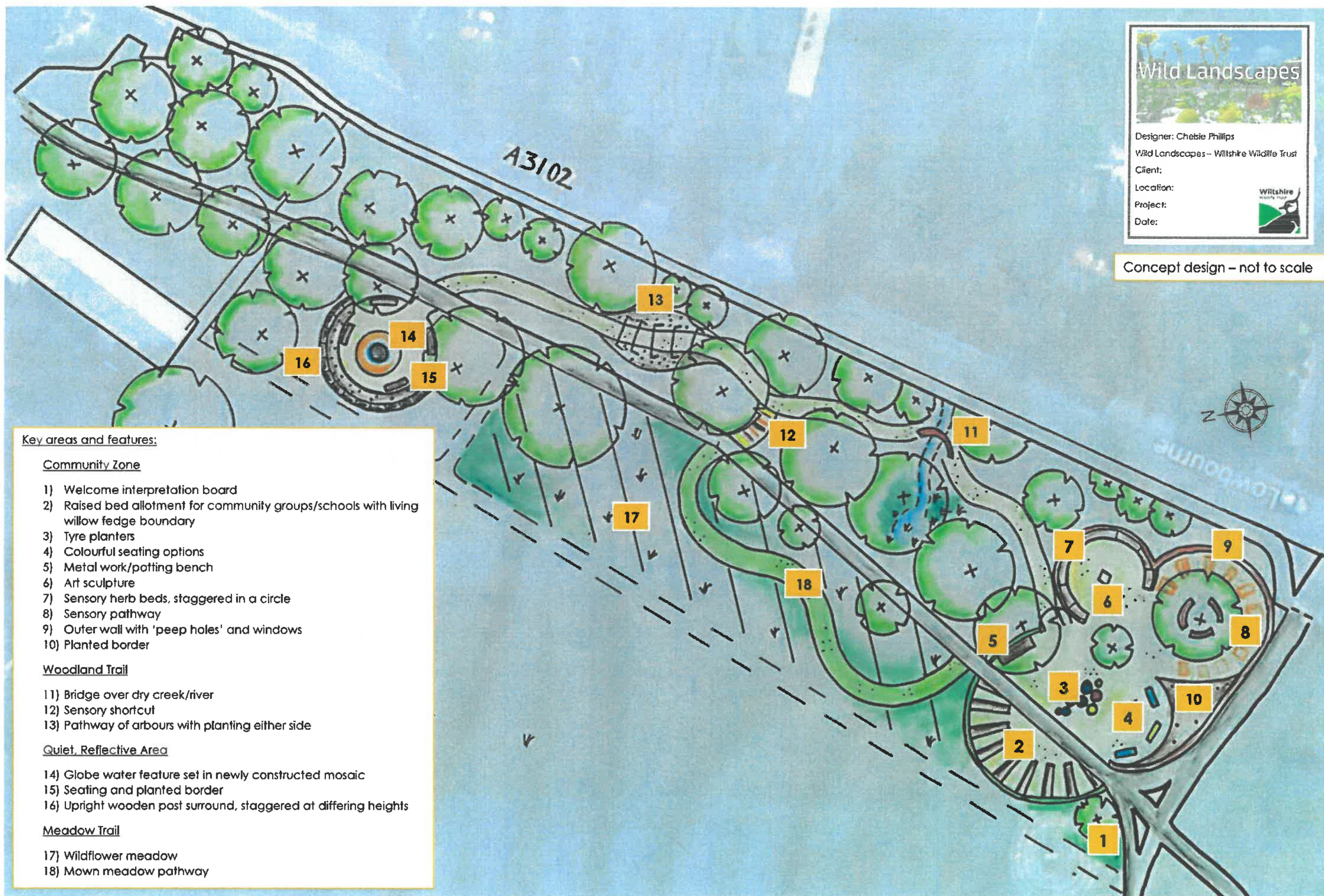
KING GEORGE V PARK SENSORY GARDEN

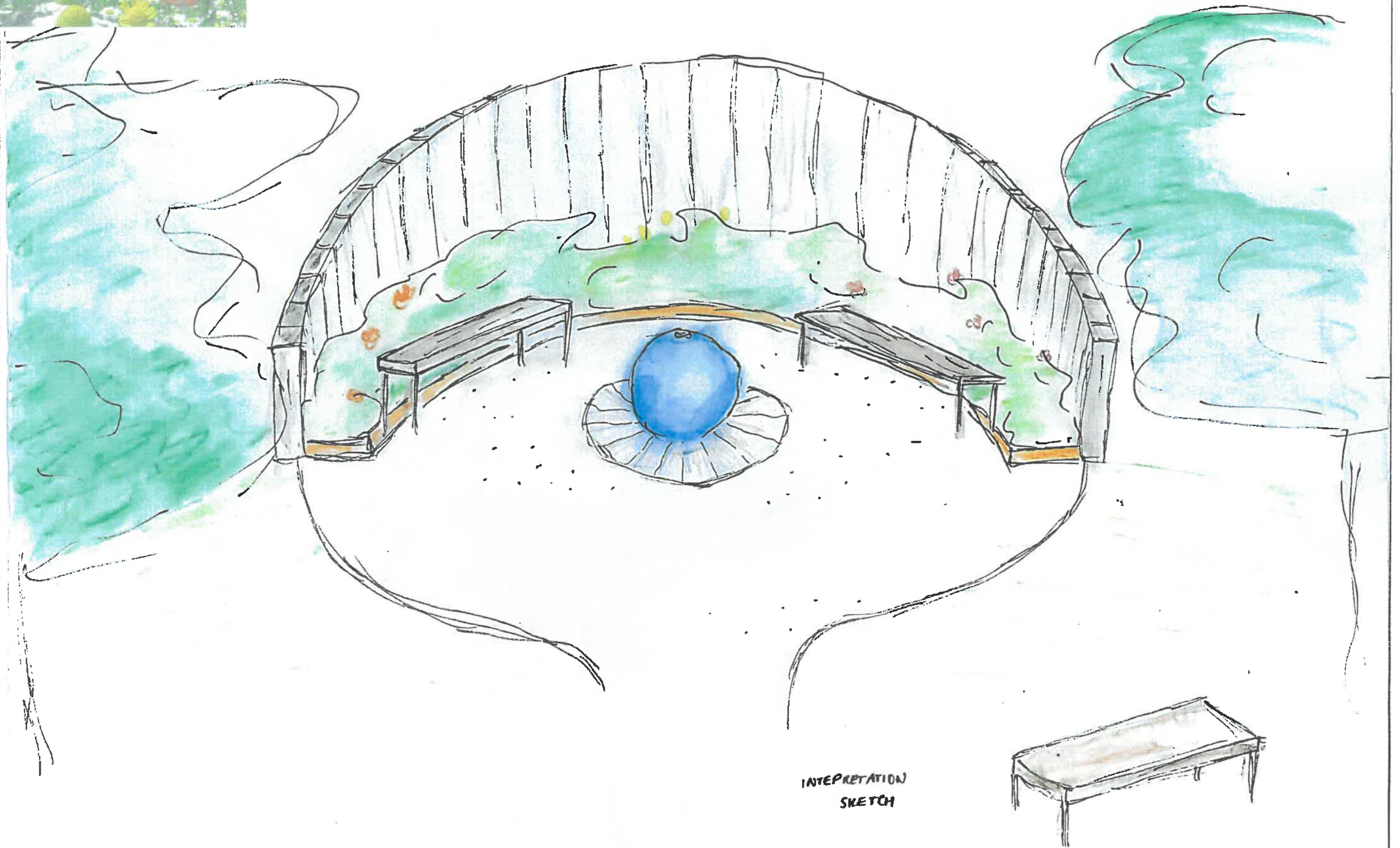
Public Consultation Designs

DESIGN BRIEF

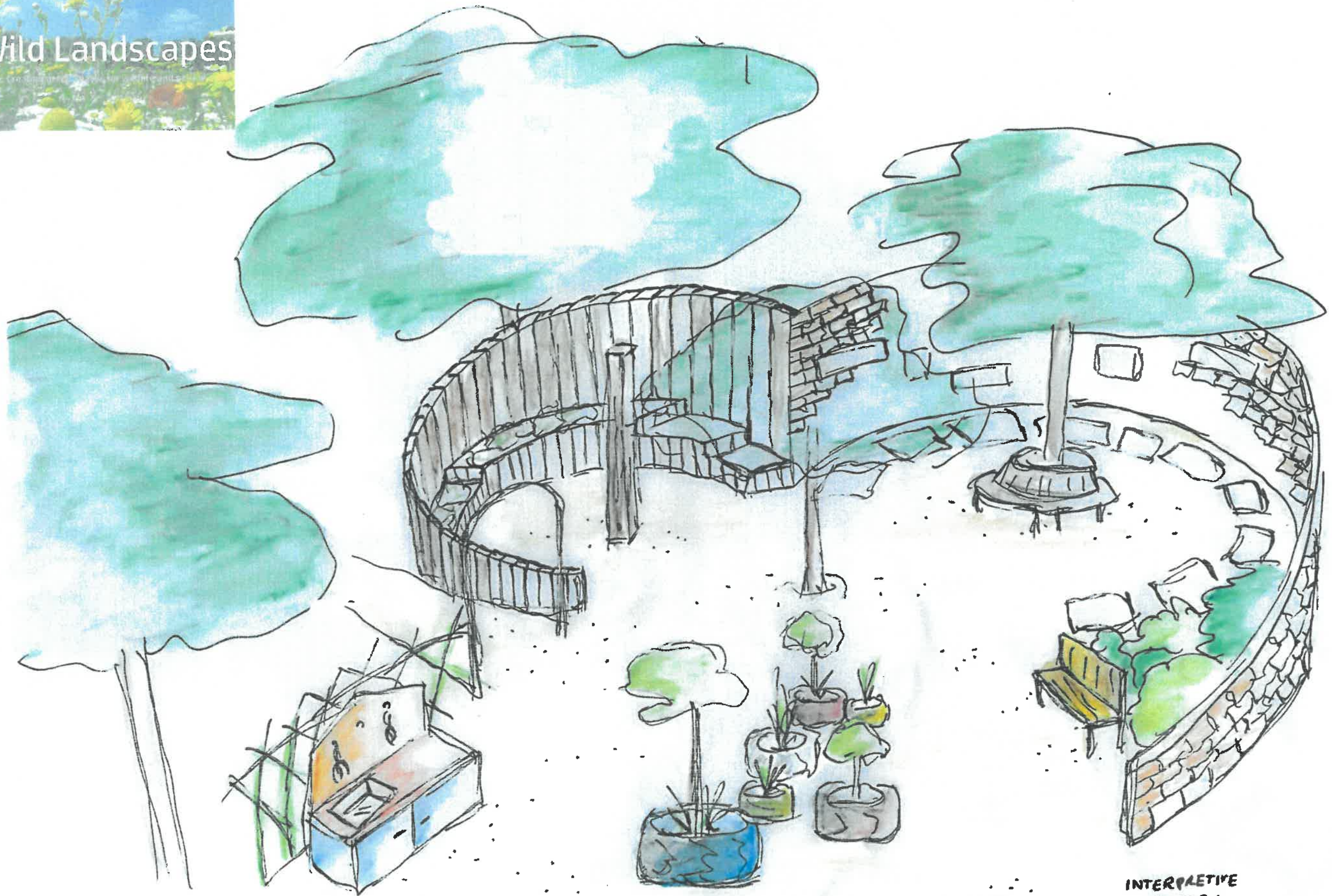
Wild Landscapes has worked together with Melksham Town Council and various community members to design a community sensory garden within King George V Park, Melksham. The design had to work around the existing tree plantings and footpath, provide an accessible and stimulating environment that would meet the needs of every user whilst providing the opportunity for exercise, relaxation, reflection, and sensory stimulation. Community usability was high on the agenda, focussing on not only children but also adults with a variety of trails and different zones, contrasting textures, designs and colours.

Designed by Chelsie Phillips





INTERPRETATION
SKETCH

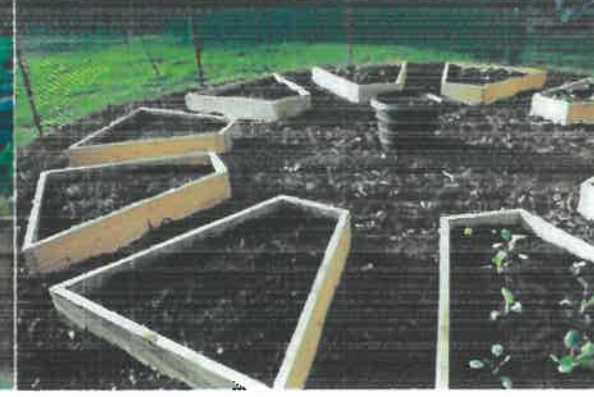


INTERPRETIVE
SKETCH

COMMUNITY ZONE



Raised vegetable beds



Natural Hoggin surface



Living willow fedge



Upcycled tyre planters



Colourful seating options



Page 51

Tree seating



Central art sculpture



Potting / work bench



Staggered sensory planting circle



'peep hole' wall



WOODLAND TRAIL



Woodland pathway edging – habitat piles

Woodland bridge



Dry creek

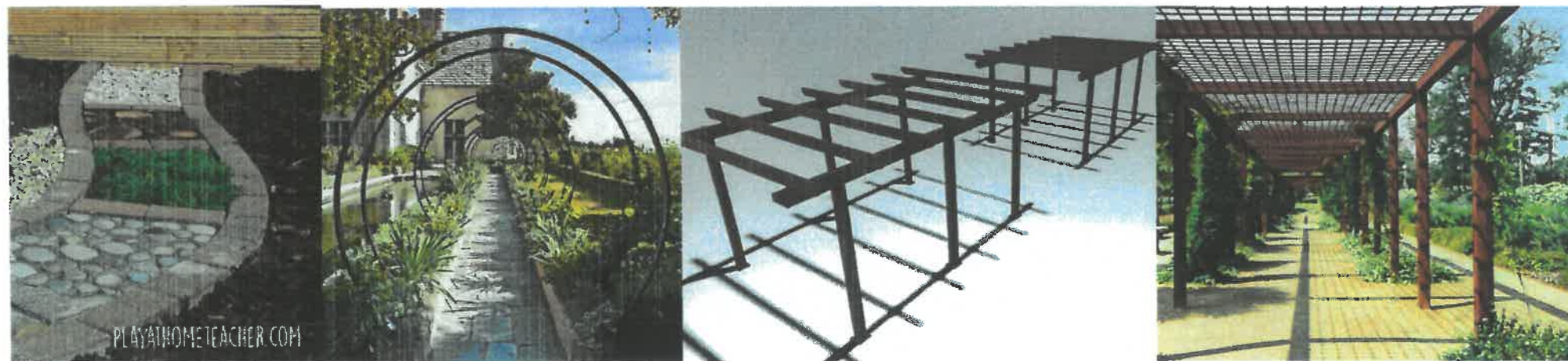
Dry bog area with planting

Woodland wildflower planting



Sensory pathing shortcut

Arbour pathway



QUIET, REFLECTIVE AREA

Globe water feature as central focus



Naturalistic, calming planting surrounding the central area



Upright, staggered wooden sleepers as the circles boundary for privacy



MEADOW TRAIL

Seeded wildflower meadow



Mown pathway for natural trail

Insect homes



Concept design - not to scale

Key areas and features:

Community Zone

- 1) Welcome interpretation board
- 2) Raised bed allotment for community groups/schools with living low hedge boundary
- 3) Tree planters
- 4) Colourful seating options
- 5) Work/potting bench
- 6) Art sculpture
- 7) Sensory herb beds, staggered in a circle
- 8) Sensory pathway
- 9) Outer wall with 'peep holes' and windows
- 10) Planted border

Woodland Trail

- 11) Bridge over dry creek/river
- 12) Sensory shortcut
- 13) Pathway of arbours with planting either side

Quiet Reflective Area

- 14) Globe water feature set in newly constructed mosaic
- 15) Seating and planted border
- 16) Upright wooden post surround, staggered at differing heights

Meadow Trail

- 17) Wildflower meadow
- 18) Mown meadow pathway

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MELKSHAM TOWN COUNCIL

MEETING OF THE Asset Management & Amenities COMMITTEE

27/ June/ 2022

Eco Loos

Report of the Head of Operations

1. **Purpose of the report** – To update the Councillors on the progress of the two Eco Loo units to be located at the top of KGV park by the Cricket Pavilion.
2. **Current Situation** – we have met and corresponded many times with Health Matic who have also demonstrated the mechanism of the unit. It is now apparent that they have some manufacturing issues with the units and are unable to hit the intended deadline of June 2022. The Initial groundworks assessment has been completed, with the preferred site being to the right of the Cricketer's Pavilion facing the school. Officers will meet with Healthmatic on Wed 22 June - details of this meeting and updates will be provided verbally.
3. **Background** – There was initially a budget of £50k to open the Bath Road toilet block but after successful negotiations by Officers, there were substantial savings that allowed the Council to pursue additional alternative provision at the top of the park.
4. **Financial implications** – the cost of these units should be within the original £50k.
5. **Links to Town Council policies and core values** – The installation of these units will provide additional and convenient facilities to service the Splashpad. They are Eco friendly and will require very little, if any, utilities to operate.
6. **Risk assessment** – N/A
7. **Crime and disorder implications** – N/A
8. **Biodiversity considerations** – As the name suggests, the Eco Loos break down waste product using natural processes.
9. **Safeguarding** – N/A
10. **Recommendations** – N/A
11. **Contact**

Hugh Davies – Head of Operations
Email: hugh.davies@melksham-tc.gov.uk
Tel: 01225 704187

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MELKSHAM TOWN COUNCIL
MEETING OF THE ASSET AND MANAGEMENT COMMITTEE
27th June 2022

[Safe entrance for dog park]

Proposed by: Councillor Sue Mortimer
Seconded by: Councillor Colin Goodhind
Dated: 16th June 2022

1. Purpose of the motion

To improve the dog park so there is a safe access into the dog park by providing a double gated entrance/holding area.

2. Background (Including previous resolution/s made and date/s if applicable)

It has been informally talked about before. There was an article in the Melksham News about dog owners stating the need for this in May 2022. I myself have seen a dog escape from the dog park.

3. Current Situation

The dog park is very well used. Unlike many other dog parks, ours does not have a safe entrance. Installing a double gate would prevent dogs making a dash for freedom when other dogs are entering. It is such a large area for dogs to run around in, I feel it is not possible for dog owners to prevent this. The area just outside the dog park gate is very close to the busy Lowbourn Road. Fortunately, the dog I saw escape was recovered by the owner before they had a chance to get out the main gates. I have photographed the entrance to the dog park and I should think the second gate and railings could follow the route of the path that is at 90 degrees to the gate entrance to give a safe holding place.

4. What financial implications are there?

There would be a cost of the materials. I imagine the amenities would be able to install it. The cost could come out of the Ear Marked Reserves for King George V Playing Field which I believe were transferred to the Major Projects Reserve by previous council. My estimate for the cost of doing this for off the shelf would be £1,500 possible twice this if it had to a tailor made.

5. How does the motion link to Town Council policies and core values?

Yes, listening to what residents need.

6. What risks are there? (Provide a risk assessment)

None. There is a risk of not having the double gates.

7. What crime and disorder implications are there?

N/A

8. What environmental and biodiversity considerations are there?

N/A

9. What safeguarding concerns are there?

None on doing it. Safety concerns in not doing it.

10. Motion

To provide a safe entrance into the dog park by providing a holding area by installing a double gated system.

11. Does the motion impact/ support any previous decisions of council?

No

12. Confirmation that the item under consideration has not been discussed by Council within the preceding six months. If it has, has there been a material change and what is this?

Not previously considered at Council.

13. Please summarise any specific recommendations you have in relation to next steps

For double gated system to be installed in the dog park.

Office Use:

Date of receipt by Proper Officer: 17/06/2022

Date of proposed council meeting for motion: 27/06/2022

Date/s of relevant resolutions:

(record full resolution/s here)

Motion accepted by Proper Officer: 20/06/2022

Motion rejected by Proper Officer:

Reasons for rejection:

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MELKSHAM TOWN COUNCIL

MEETING OF FULL COUNCIL

16 May 2022

Solar Street

Proposed by: Councillor Price

Seconded by: Councillor Houghton

Dated: 4.4.22

1. Purpose of the motion

To join the solar street scheme from IDDEA to support homes and businesses, in Melksham, to purchase affordable solar panels.

2. Background (Including previous resolution/s made and date/s if applicable)

IDDEA will provide cheaper solar panels when sold in bulk. Melksham would join the scheme; residents would sign up to it via our social media advertising (this would be through the solar street website and would require no time commitment from officers) and IDDEA will provide a donation for environmentally friendly community schemes throughout our town for every purchase. (£50 for residential purchases and £100 for businesses). Council would have the decision making as to where this is spent. This scheme allows between a 10%-30% cheaper alternative for solar panels than other companies.

3. Current Situation

We currently have no way to support affordable solar panels throughout our town

4. What financial implications are there?

There is no financial implication, the only time implication will be occasional Facebook posts from our social media site which would advertise the scheme.

5. How does the motion link to Town Council policies and core values?

This links very closely with our environmentally responsibility value and innovative value

6. What risks are there? (Provide a risk assessment)

No risks

7. What crime and disorder implications are there?

None

8. What environmental and biodiversity considerations are there?

This is an extremely environmentally friendly solution which will allow our residents to find more affordable ways of running their homes. Solar panels are a very green way to run homes.

9. What safeguarding concerns are there?

No

10. Motion

To join the solar streets scheme from IDDEA which will provide more affordable solar panels for all Melksham residents and Businesses.

11. Does the motion impact/ support any previous decisions of council?

None

12. Confirmation that the item under consideration has not been discussed by Council within the preceding six months. If it has, has there been a material change and what is this?

No

13. Please summarise any specific recommendations you have in relation to next steps

I recommend we sign up to this scheme as soon as is possible and advertise it throughout our town.

Office Use:

Date of receipt by Proper Officer: 04/04/2022

Date of proposed council meeting for motion: 16/05/2022

Date/s of relevant resolutions: N/A

(record full resolution/s here)

Motion accepted by Proper Officer: 04/04/2022

Motion rejected by Proper Officer: N/A

Reasons for rejection: N/A

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