

Melksham Town Council

Minutes of the Asset Management and Amenities Committee meeting held on Monday 27th June 2022

PRESENT: Councillor G Cooke (Chair)
Councillor C Forgacs (Vice-Chair)
Councillor P Aves
Councillor G Ellis
Councillor T Price
Councillor J Hubbard
Councillor J Oatley

IN ATTENDANCE: Councillor S Crundell – Town Mayor

OFFICERS:	Linda Roberts	Town Clerk
	Hugh Davies	Head of Operations
	Christine Hunter	Committee Clerk

PUBLIC PARTICIPATION: One members of the public was present virtually.

Adrienne Westbrook asked for an update on what had happened in King George V (KGV) park and on finishing the Master Plan since the election of the new Council 15 months ago. The Parks Working Group have met twice in the last fifteen months and there had been no progress.

Adrienne stated that:

- there is no café only an intermittent attendance of an ice cream van.
- the slides and zip wire are out of bounds.
- the Dog Bark had been rushed through without scrutiny.
- the rubberised safety mats need reviewing.
- the Council had paid for a surveyor - had anyone chased up his report?
- the council cannot complain about trees being felled on a roundabout and then cut down healthy trees in the park.
- the Sensory Garden plans were drawn up some time ago and there has been no progress.
- more staff need training for the Splash Pad. Had the member of staff been thanked for working overtime to keep the Splash Pad open?
- the Parks Working Group need to agree a terms of reference.

Debbie, a Melksham resident, raised her concern about the impact of the proposed lighting scheme on the bat population and asked whether an ecological survey had been carried out? She also requested the introduction of a wild area in the park for the health and wellbeing of residents.

Councillor Cook stated that a written response to these questions would be provided to Councillor Westbrook and Debbie from the Head of Operations.

105/22 Request for a One-Day Live Music Festival 2022-2023

James Wilkins confirmed that the event management plan had been circulated to members and would be forwarded to Wiltshire Council. He explained that he had requested approval to organise, with the help of the Town Council, a one-day, 500 person musical event to promote local musicians showcasing culturally and musically what Melksham has to offer. Tickets would be £15 - £20 per person. James explained that he would apply for drinks and PPL licences, public liability insurance, and that he would use local business to provide food and drink, erect the stage and provide security.

Members considered provision of power, the effect of noise on local residents, overcrowding, fencing and the effect of additional work on staff.

It was proposed by Councillor Hubbard seconded by Councillor Price and

UNANIMOUSLY RESOLVED to support the application in principal and to ask officers and the Events Working Group to develop the plans to ensure that the event is fully deliverable.

106/22 Apologies

Apologies for absence were received from Councillors Goodhind and Houghton. Councillor Houghton was substituted by Councillor Aves.

107/22 Declarations of Interest

Councillor Cooke and Hubbard declared an interest in minute item 105/22 as they both knew the applicant but had no prejudicial interest. Councillors Cooke and Hubbard remained in the meeting and took part in the debate on this item.

108/22 Minutes

The minutes of 19 April 2022, having previously been circulated, were approved as a correct record and signed by the Chair, Councillor Cooke.

109/22 King George V Park

109/22.1 Lighting in King George V Park

The report of the Head of Operations was received.

The Head of Operations explained that BJP had provided research on a range of columns and costs included groundworks. The revised costs were approximately £14,000 less than previously as installing the remaining network would be through soft ground. Councillors were asked to choose a design for the lighting column.

It was proposed by Councillor Cooke, seconded by Councillor

Hubbard and

UNANIMOUSLY RESOLVED that the designs would be forwarded to the Parks Working Group to recommend a preferred choice for approval at the next meeting of the Asset Management and Amenities committee meeting scheduled for 22 August 2022.

110/22 Parks Working Group

The draft notes of the Parks Working Group meeting held on 10 May 2022 were received.

It was agreed that the Head of Operations would organise a Parks Working Group meeting on 4 July 2022.

111/22 Sensory Garden Update

The report of the Head of Operations was received.

The Head of Operations confirmed that he had met with four contractors requesting quotes for works to the sensory garden. The contractors have requested a more detailed specification of the works required.

Councillor Hubbard suggested that the project should be quickly moved forward as it had been ongoing for some considerable time and asked for clear guidance on the maximum spend for this project. The Town Clerk replied that the quote received relating to the current plans was for £105,000 and the committee agreed this needed to be reduced.

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

UNANIMOUSLY RESOLVED to ask the Parks Working Group to produce a list of requirements for the tender process for works to the Sensory Garden, with a suggested budget of £80,000 to be forwarded for approval to the Asset Management and Amenities Meeting scheduled for 22 August 2022.

112/22 Public Toilets Update

The report of the Head of Operations was received.

The Head of Operations explained that:

- the report specifically related to the Eco Loos and that there have been delivery delays from Healthmatic.
- the Communications Officer had met with Healthmatic on 22 June 2022 and received confirmation that the Eco Loos should be available for delivery mid-August 2022.

- the quote is now subject to a 15% early-adopter discount which would equate to a twin cubicle toilet costing £33,295.00

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

UNANIMOUSLY RESOLVED to note that currently, the sole UK provider of this type of facility is Healthmatic and, to proceed with the order of a twin toilet Eco Loo at a cost of £33,295, subject to the Town Clerk's confirmation that we are not breaching Financial Regulations.

113/22 Motions from Councillors

113/22.1 Motion for a Double Gated entrance/holding area in the Dog Bark

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

UNANIMOUSLY RESOLVED to defer the Motion until a decision had been made on the actions to be taken regarding the Dog Bark.

The committee considered solutions to the cherry trees in the Dog Bark.

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

UNANIMOUSLY RESOLVED to ask the Head of Operations to erect temporary A3 signs on both sides of the gates to the Dog Bark and signs near the cherry trees advising the public of the risk, and to erect fencing around the cherry trees.

114/22 Motion for the Solar Streets

The Motion of Councillor Price regarding Solar Streets was received.

Councillor Price explained that of £50 and £100 respectively would be received for every residential installation and every business installation which would be put into a community fund for Melksham.

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

RESOLVED to provide details of the Solar Streets scheme on the Council's website, by way of information not indicating Council support for a specific scheme, in line with the Council's ethos on sustainability.

115/22 Confidential Session

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

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

116/22 Maintenance Building at King George V Park

The Town Clerk explained that projected costs to cover professional fees, contingency, increase in building supplies costs, and a detailed build cost estimate for the Maintenance Shed had increased considerably.

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

UNANIMOUSLY RESOLVED that an extraordinary Full Council meeting be arranged to discuss this in more details and that members forward any suggestions of buildings that could be rented or purchased to the Town Clerk.

UNANIMOUSLY RESOLVED that in accordance with Standing Orders the meeting would continue after 10.00 pm.

117/22 Mobile Catering Unit - King George V Park

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

UNANIMOUSLY RESOLVED to produce a licence between the Town Council and the caterer to provide catering in King George V park using an ice cream van until the end of September 2022. The responses from the catering provision consultation would be reviewed and the tender process for providing permanent catering provision in the park would commence after September 2022.

Meeting Closed at: 10.10 pm

Signed:

Dated: