

## **Melksham Town Council**

### **Minutes of the Asset Management and Amenities Committee meeting held on Monday 17th October 2022**

#### **PRESENT:**

Councillor C Goodhind  
Councillor C Houghton  
Councillor J Hubbard  
Councillor T Price

#### **OFFICERS:**

Linda Roberts  
Patsy Clover

Town Clerk  
Deputy Town Clerk

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

#### **128/22 Apologies**

Apologies were received from Councillors Cooke, Ellis, Forgacs, and Oatley.

In the absence of the Chair and Vice Chair of the committee, It was proposed by Councillor Hubbard, seconded by Councillor Price and,

**UNANIMOUSLY RESOLVED** that Councillor Price would Chair the meeting.

#### **129/22 Declarations of Interest**

There were no declarations of interest.

#### **130/22 Minutes**

The minutes of 22 August 2022, having previously been circulated, were approved as a correct record and signed by Councillor Price.

#### **131/22 King George V Park**

##### **131/22.1 King George V Park Slide**

It was identified that the ROSPA report had not been attached to the agenda. The Head of Operations explained that ROSPA had carried out an independent inspection of the slide and the surrounding area and agreed that it could be reopened until a permanent solution for the erosion of the bank could be put in place.

The Town Clerk confirmed that Wicksteed had supplied the correct

slide and that it was compliant and safe to use.

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

**UNANIMOUSLY RESOLVED** to instruct officers to prepare a fully costed options report to be brought back to the next meeting of the Asset Management and Amenities Committee on 5 December 2022.

#### **131/22.2 KGV Zip Wire**

The Head of Operations advised that the old zip wire had been dismantled on 17 October and that installation of the new one would begin on 19 October. The new zip wire would be available for use from the week commencing 24 October at the latest.

There was then a discussion about the play equipment in the main park. One of the beams had split and the equipment had been taken out of service. The Town Clerk advised that she had been in touch with Wicksteed, the suppliers, about a full replacement which was on its way. However, there was a long lead time on delivery. The Town Clerk confirmed that the replacement equipment would be carried out under the warranty.

Councillor Hubbard suggested that a new measure should be incorporated in future tender documents regarding the availability/ locality of parts and recommended to Full Council for adoption. The Town Clerk suggested that this could be incorporated in the scoring matrix.

#### **131/22.3 KGV Maintenance Shed**

Councillor Houghton understood that costings for the maintenance shed had been approved by the Council last year. The Town Clerk advised that estimates had been approved but not costings.

Councillor Hubbard felt that the only practical option was Option 3 and stated that the price would continue to increase the longer the Council procrastinated.

After some discussion, It was proposed by Councillor Hubbard, seconded by Councillor Houghton, and

**UNANIMOUSLY RESOLVED** to instruct officers to make the maintenance shed a top priority project, bringing detailed costings to an additional meeting of Full Council at the earliest opportunity and initiating the application for a Public Works Board loan.

#### **131/22.4      Lighting for King George V Park**

Members discussed the dramatic difference in the two costed options for 6m and 4m lighting columns in King George V Park.

The Head of Operations confirmed that 19 columns would be required if they were 4m high and 15 columns would be required if they were 6m high. It was suggested by Councillor Goodhind that maybe fewer lighting columns could perform the same function.

Councillor Hubbard stated that his understanding was that a consultant had been appointed to project lead the sourcing of a contractor and to find the best option. Details of the light cast and position of the lighting columns had been provided in May for the 6m columns but had not been provided for the 4m columns.

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

**UNANIMOUSLY RESOLVED** to call a special meeting of the Asset Management and Amenities committee to receive a report and presentation from the design consultant to explain and demonstrate the two options.

#### **132/22      Consultation re The Pavilion in King George V Park**

Concerns were raised about the response rate to the consultation but it was noted that there was a lot of public interest in seeing a café open. Councillor Houghton noted the number of people who indicated an interest in hiring space in a cafe. Councillor Goodhind was concerned that if the Council accepted that people may want to hire space in a café, this may restrict how a café could operate.

Councillor Hubbard mentioned the need to be really clear about the offering and the outcome from the space.

The Town Clerk emphasised the need to ensure that the expression of interest document and subsequent tender/ specification was right; a community café for hire would exclude a franchisee.

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

**UNANIMOUSLY RESOLVED** to organise a group of interested members and arrange a visit to a number of park cafes. Members would talk to the people who were responsible for running the cafes and decide what they wanted from the café in King George V Park. Those members would then make a list of all points which they

liked about the cafes visited which could inform the specification to come back to the next meeting of the Asset Management and Performance committee.

### **133/22 Consultation re Parks Green Spaces and Playgrounds**

It was noted that the provision of a café in Melksham's play areas etc was more important to respondents than the provision of toilet facilities.

Councillor Hubbard stated that the challenge was to create a mission statement and action plan based on the consultation and then take the town's play areas to a whole new level to meet present day needs which may involve further consultation with the public. This presented an opportunity to be ambitious. In his opinion, the Parks Working Group could create a proposal having read the report and visited the play areas. Priorities could be determined on a park-by-park basis. Consideration could also be given as to whether play areas were still in the right places.

The Town Clerk stated that if the Council had an action plan drawn from the public consultation clearly demonstrating aims and objectives for improvements to town parks following the consultation, the Town Council would be in a strong position to apply for any grant funding opportunities which might become available.

Councillor Hubbard mentioned the need to investigate the existence of any constraints that there may be on each of the town's play areas as those transferred from Wiltshire Council were under licence.

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

**UNANIMOUSLY RESOLVED** to refer the consultation responses to the Parks Working Group asking them to dissect the responses and produce a draft high level, ambitious strategy to improve play areas and parks across the community. The strategy would then be referred back to the Asset Management and Amenities committee for consideration regarding what was wanted, where and how the strategy could be delivered through a 10-year action plan.

The Town Clerk also advised that the estimated delivery date for the eco loos in King George V Park was now November.

### **134/22 Asset Management and Amenities Committee Budget 2023-2024**

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

**UNANIMOUSLY RESOLVED** to increase the budget amount for Maintenance Play Areas to £25,000 and the Street Furniture and Signage amount to £20,000.

The Town Clerk suggested that anything unspent under code 220 4158 Replacement Play Equipment at 31 March 2023 could be rolled over into a new earmarked reserve: Replacement Play Equipment.

It was proposed by Councillor Hubbard, seconded by Councillor Houghton, and  
**UNANIMOUSLY RESOLVED** to recommend the draft budget to the Finance,  
Administration and Performance Committee.

**135/22 Friends of Shurnhold Fields**

Councillor Aves stated that she understood that two new volunteers had come forward to join the Friends of Shurnhold Fields. It was suggested that the need for further volunteers could be promoted on social media.

It was agreed that nothing further would be done until after the meeting of the Friends of Shurnhold Fields on 25 October.

Meeting Closed at: 8.55 pm

**Signed:** .....

**Dated:**