

Melksham Town Council

Minutes of the Asset Management and Amenities Committee meeting held on Monday 5th December 2022

PRESENT: Councillor G Cooke (Chair)

Councillor G Ellis
Councillor C Goodhind
Councillor C Houghton
Councillor J Hubbard
Councillor S Rabey

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

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

136/22 Apologies

Apologies were received from Councillors Forgacs, Oatley, and Price. Councillor Price was substituted by Councillor Rabey.

Councillor Ellis explained that he had received a request from a resident for the Church Street toilets to be re-opened, following an article in the Melksham Independent News in 2016, citing the issue of accessibility.

137/22 Declarations of Interest

There were no declarations of interest.

138/22 Minutes

Councillor Hubbard stated that if Members instructed the Town Clerk to bring items back to the next meeting of the committee, it was insulting to Members if she didn't report back or provide an update at that meeting. He was concerned that things which they had asked for were not happening, citing the following items per the minutes of 17 October 2022:

- King George V Park slide
- King George V Park maintenance shed
- Lighting for King George V Park

Updates were provided by the Deputy Town Clerk and the Head of Operations.

The minutes of 17 October 2022, having previously been circulated, were approved as a correct record and signed by the Chair, Councillor Cooke.

139/22 King George V Park Pavilion Consultation

Councillor Rabey expressed her concern about the response rate which she felt was massively disappointing and did not create a wide enough survey base.

Information and ideas gleaned following visits undertaken by councillors to various other cafes in the area, run by the relevant council or as a franchise, were shared. It was agreed that it was imperative for the café to be open for the 2023 season. Any refurbishment work would be carried out in conjunction with the successful franchisee; however, the drainage work would have to be completed before the franchisee took over.

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

UNANIMOUSLY RESOLVED to instruct the Head of Operations to create and issue a simple tender document enabling the successful franchisee to take over the café by 1 April 2023 noting the following:

- The document should provide details of the current facility
- Potential franchisees should state whether they were prepared to accept the facility in its current condition
- If not, what refurbishments would they require
- Potential franchisees would be required to provide details of
 1. How the café would be operated and what would be offered
 2. What they would pay to run the facility
 3. What initial investment they would offer
 4. What initial investment would be required from the Town Council, if any
 5. What social benefit would be offered to the community – this would be measured against what people wanted from the cafe
- A five year lease would be offered with break clauses after one and two years
- The scoring matrix would be based 50% on price and 50% on social benefit.

140/22 Assembly Hall Roof Works Tender

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

UNANIMOUSLY RESOLVED to approve the tender document subject to the amendment of references to *replacement* to *repair*. All tenders received would be referred to the Asset Management and Amenities committee to make a recommendation to Full Council.

141/22 Memorial Stone to Rachel Fowler

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

UNANIMOUSLY RESOLVED to approve the request from the Trustees of the Melksham Almshouses to erect a memorial stone in the Friends Garden to Rachel Fowler, with the costs being met by the charity.

It was noted that requests for any other individual to be commemorated by way of a memorial could be made.

142/22 Allotments

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

UNANIMOUSLY RESOLVED to approve the proposed price increases to £25 for half a plot and £50 for a full plot for the 2024/2025 financial year.

Meeting Closed at: 7.52 pm

Signed:

Dated: