

Melksham Town Council

Minutes of the Asset Management and Amenities Committee meeting held on Monday 6th February 2023

PRESENT: 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

IN ATTENDANCE: Councillor P Aves
Councillor S Rabey
Councillor S Crundell

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

PUBLIC PARTICIPATION: Two members of the public were present, one of them virtually.

143/22 Apologies

There were no apologies.

Councillor Cooke reminded Members that they had signed a Civility and Respect Pledge and had to follow Member Officer Protocol. Any concerns should be dealt with in accordance with the Protocol.

144/22 Declarations of Interest

There were no declarations of interest.

145/22 Minutes

The minutes of 5 December 2022, having previously been circulated, were approved as a correct record and signed by Councillor Cooke.

146/22 Tree Planting

The report of the Community Development Officer was received. The Town Clerk advised that it had been suggested that the dog nose apple tree be planted in the closed part of the churchyard, to the right of the lych gate. Vandalism and maintenance were discussed.

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

UNANIMOUSLY RESOLVED to approve the recommendation of the Environment and Climate Working Group to appoint contractor C to carry out the 2022/2023 tree planting per his proposal and to approve the planting of the dog nose apple tree in the closed part of the churchyard.

147/22 King George V Park

147/22.1 Slide

The report of the Head of Operations was received.

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

UNANIMOUSLY RESOLVED to approve the quote from the Town Council's regular play equipment installer for remedial work to the slide, noting that the work will be carried out in the week commencing 20 February 2023.

147/22.2 Splashpad Opening Hours for the 2023 Season

The report of the Head of Operations was received.

After some discussion regarding opening in time for the Easter holiday, summer evening opening and opening into September, it was proposed by Councillor Forgacs, seconded by Councillor Oatley, and

RESOLVED to prepare the Splashpad for reopening to ensure that it could be opened, subject to the weather, on Friday 31 March for the season which would be extended until the end of September, again subject to the weather in September. Opening hours would be 10am to 5pm daily. The head of Operations was asked to report back to the Committee regarding the possibility of evening opening in the height of summer subject to staff availability and the weather. Any emergency closures would be advertised on an 'A' board located by the Splashpad and also on social media.

147/22.3 Fencing

The report of the Head of Operations was received.

The need to secure the park from unlawful vehicular access was discussed. The Head of Operations confirmed that once the fencing

had been installed, the park would be secure apart from where criminal damage was caused. The possibility of removing the concrete blocks in the park, after the fencing had been installed, was discussed.

Councillor Goodhind also mentioned that three bollards had been given to the Council by the Canoe Club to install on the green area near to the River Avon access ramp.

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

UNANIMOUSLY RESOLVED to approve the quote from Contractor one for reparatory works to the fencing in the Park. Payment was to be made initially from the replacement play equipment budget with a recommendation to Full Council that the expenditure be vired from the green spaces earmarked reserve.

147/22.4 Pavilion drainage repairs

The report of the Head of Operations was received.

It was noted that the three quotes obtained were not comparable as only one contractor had carried out a CCTV survey of the pipe. Members noted that the issue needed to be resolved before the Splashpad and café were open but felt that upgrading the system from a four inch pipe to a six inch pipe should be explored.

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

UNANIMOUSLY RESOLVED to share the CCTV footage provided by one contractor with the other contractors and ask the contractors to confirm best pricing for the installation of both a four inch pipe and a six inch pipe. It was delegated to the Town Clerk and Head of Operations to appoint a contractor to carry out the works as required up to a budget of £10,000. An extra ordinary meeting of Council was to be convened if the budget exceeded £10,000.

147/22.5 Cricketers' Cafe

The report of the Head of Operations was received.

The Head of Operations confirmed that he had received 13

expressions of interest from prospective operators and had shown seven around the Pavilion.

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

UNANIMOUSLY RESOLVED to form a panel comprised of Councillors Aves, Cooke, Goodhind, and Hubbard, the Town Clerk and the Head of Operations to evaluate the expressions of interest on 20 February, creating a shortlist of prospective operators who would be asked to give presentations on 28 February, and then to appoint the successful operator.

148/22 Building Conditions Reports - proposed works 2023 - 2024

The report of the Head of Operations was received.

Concerns were raised about the need to ensure that the works identified in the report of the Head of Operations were not delayed any longer. Members were also concerned that certain works needed in the Pavilion would have to be carried out before an operator took possession of the building.

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

UNANIMOUSLY RESOLVED to approve the list of actions/ works proposed by the Head of Operations requesting that regular updates be provided to the Asset Management and Amenities Committee. Any works carried out in the current financial year would be met from the unplanned maintenance reserve.

149/22 Big Spring Clean Day

The report of the Community Development officer was received.

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

UNANIMOUSLY RESOLVED that Melksham Town Council would take part in the 2023 Big Spring Clean between 17 March 2023 and 2 April 2023 and arrange a special Tidy Town Day on 2 April 2023.

150/22 Sparkle Team

The email regarding changes to the Sparkle Team and the need to raise reports via the MyWilts app in future were noted.

Meeting Closed at: 8.38 pm

Signed:

Dated: