



# 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

30 January 2023

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 6th February 2023** commencing 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 6 February 2023**  
**At 7.00 pm at the Town Hall**

**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

**Join Zoom Meeting**

<https://us02web.zoom.us/j/82527882977?pwd=QmlPUWMxM2c2RlBmVkv2amJKbTZEQT09>

Meeting ID: **825 2788 2977**

Passcode: **699517**

**AGENDA**

**5.3 Fencing** (Pages 1 - 8)

To receive the report of the Head of Operations and approve the recommendations contained therein (see attached).

**8. Sparkle Team** (Pages 9 - 10)

To note the email received from Wiltshire Council regarding the disbanding of the Sparkle Team and their replacement by the MyWilts reporting system.



## MELKSHAM TOWN COUNCIL

### Asset Management & Amenities Committee

06 February 2023

#### Report: Fencing at King George V Park

##### 1 BACKGROUND

The wooden knee rail fencing has been slowly deteriorating at King George V Park for some time and various repairs have been effected but the time has come to amalgamate these repairs with works to the Dog Park fencing with reference to the cherry trees and the double gated entrance. This will make the park more secure against unwanted intrusions, escaping dogs and improve the kerb appeal.

##### 2 ACTIONS

Various contractors were engaged to quote for reparatory works and three responded with quotes late last year.

##### 3 RECOMMENDATIONS

To approve the quote for £9747.57 + VAT from Contractor 1 attached and proceed as soon as possible. The budget is suggested to be vired across from replacement play equipment.

##### 4 CONTACT

**Hugh Davies**

Head of Operations

[hugh.davies@melksham-tc.gov.uk](mailto:hugh.davies@melksham-tc.gov.uk)

07508 709520

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1. Supply and install 82m of 450mm high timber Knee Rail fencing. Posts set in concrete @ 1.8m centres generally.
2. Supply and install approximately 51.8m of 1.25m high Sentry Bar fencing including a 1.106m wide between posts single leaf Sentry Bar gate fitted with a slide latch. Galvanised finish. Posts set in concrete.

## Optional:

**Diamond (Knee) Rail fencing**

- Also known as Knee Rail fencing or Birdsmouth fencing.
- Ideal for use for demarcation or around car parks.
- All timber used throughout is superior quality Jakcure® treated softwood guaranteed for 25-years.
- Galvanised strap for longer life
- Planed finish

**Installation**

- Posts sunk a min of 500mm deep at 1.8m centres generally and concreted.
- Rails fixed to uprights using galvanised strap and secured with galvanised nails.

**Unit price**  
£3,698.41

**Qty**  
1

**VAT**  
20%

**£3,698.41**  
inc. VAT £4,438.09

**Sentry® Bar Fencing****Specifications**

- ☒ The Sentry® security fence range of fencing and gates feature a welded semi pale-through-rail construction to combine style with performance.
- ☒ Sentry® fencing and gate panels incorporate concealed fixings for strength and security.
- ☒ Pales are spaced to a maximum gap of 100mm to conform to building regulations for anti-trap, making Sentry safe for applications where children may be present.
- ☒ Matching single and double leaf gates available to match.
- ☒ This is a hedgehog friendly product.

#### Installation

- 60x60mm overlength posts set in concrete 500-600mm deep.
- panels with 3000mm centres attached to posts using anti vandal fully concealed fixings.

Unit price  
£6,383.52

Qty  
1

VAT  
20%

**£6,383.52**  
Inc VAT £7,660.22

**Issued To:**

Mr D Elms  
 Melksham Town Council  
 Town Hall, Market Place  
 Melksham  
 Wiltshire  
 SN12 6ES

**SALES QUOTE**

QUOTE 2

<b>Issue Date</b>	11/08/2022
<b>Expiry Date</b>	10/09/2022
<b>Reference</b>	0002
<b>Number</b>	231

**Description****VAT % Net Amt**

Ref: Car Park Fencing Remove existing timber fencing both sides of the old moat shed, supply and fit 100x100mm post 500mm in height x 1500mm apart with a 45° cut on the top of post with a rail connected to the post, concrete in all posts Labour and Materials -	20.00	995.00
Ref: Field Fencing Remove existing timber fencing by the side of River Avon supply and fit x 5 posts and rails and concrete in posts Labour and Materials -	20.00	495.00
Ref: Timber Posts Remove x 5 timber posts in Waitrose car park, supply and fit x 5 metal 100x100mm galvanised posts and concrete in posts Labour and Materials -	20.00	850.00
Ref: Dog Gate Build fence around dog park 1300mm back from existing gate 1900mm long with a wooden gate 1200 mm in height Labour and Materials -	20.00	1,200.00
Ref: Dog Park Remove x 6 metal panels and refit back into dog park building around existing trees, supply and make x 6 panels the same as existing panels, all panels to be galvanised, level ground where needed Labour and Materials -	20.00	6,699.00
Please Note - Once this quote has expired prices are subject to change as a response to price increase from manufactures/suppliers.	20.00	0.00

**VAT Rate****Net****VAT**

Standard 20.00% (20.00%)

£10,239.00

£2,047.80

Net Amount

10,239.00

VAT Amount

2,047.80

**TOTAL****£12,286.80**

Thank you for your recent enquiry and following our recent site meeting with Hugh Davies, please find below our quotations for the fencing works as identified and discussed:

QUOTE 3

To supplying and erecting approx. 24 Lm of timber knee rail fencing, erected on 100x100mm birds mouthed timber posts concreted in at a maximum of 1.8m centres, with 75x75mm top rails secured to posts with metal straps to replace the old, damaged and or missing sections of the top car park boundary and stop unwanted access onto the park near the old WWC maintenance building.

**For the sum of :- £820.00**

To supplying and installing 5 No. metal bollards 900mm high above ground 125mm in diameter finished Green, concreted in to infill spaces between the existing timber bollards near the toilet block in lower car park to stop unwanted access onto the park.

**For the sum of :- £945.00**

To supplying and erecting approx. 3 Lm of timber knee rail fencing and 1 No. metal bollard 900mm above ground 125mm in diameter finished Green concreted in to secure a small section where the paths meet to the rear of the MUGA area.

**For the sum of :- £291.50**

To supplying and erecting approx. 5 Lm of 1100mm high metal guardrail Galv finish, 50x50mm box section for posts, top and bottom rails, infill with vertical 15mm square bars at 100mm centres, concreted in at a maximum of 2m centres. Complete with a 1200mm wide self-closing gate to match on appropriate posts concreted in to create the holding section at dog park entrance to mitigate loose dogs through the current single gate set up.

**For the sum of :- £1,954.10**

To attending to take down approx. 18 Lm of the existing metal guardrail surrounding the dog park, removing for re-use in new position to create new boundary to fence the dog park away from the Cherry trees currently within the area. Supplying materials and labour to re-erect original metal guardrail taken down to new position.

**For the sum of :- £2,045.00**



To supplying and erecting approx. 18 Lm of metal guard rail to match as closely as possible the existing type and style to complete the new boundary position of the dog park where there is not enough of the old guard rail to complete the fence relocation of the dog park away from the Cherry trees.

*For the sum of :-*                      **£4,110.80**

**TOTAL:**                                      **£10,166.40**

**Kindly Note:-**

- Lead time for metal products is normally 5-6 working weeks from order to delivery.
- Access to a water source and welfare facilities to be provided by Melksham Town Council.
- Any temporary fencing or working area protection fencing to be provided and set up by Melksham Town Council
- Vehicle access will be required onto field and to installation points.

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## **\*Changes to sparkle Visits\***

The new Streetscene contract is due to start shortly which means a reorganisation of roles and tasks. These changes mean that the works identified by Town and Parish Councils will no longer be on a list for a scheduled visit but will instead be prioritised and completed at the earliest opportunity.

All you need to do is raise reports via the MyWilts app ([MyWilts online reporting - Wiltshire Council](#)) and these works will be passed to the appropriate team based on your geographical location.

The improved MyWilts system will provide you with a reference number upon submission of your report and, provided you have created a log in id with a valid email address, will email real time updates on the progress of your report to completion.

The types of works that can be undertaken by these teams has not changed.

These changes have been implemented to ensure the resources are maximised and works are focused in those areas most requiring it. Thank you for your continued support working with the Streetscene team and I hope these changes are welcome.

The new way of working will be implemented from WC Monday 30<sup>th</sup> January. In the meantime, if you have any questions please do not hesitate to contact your Streetscene Technician (who you would normally liaise with regarding sparkle visits).

Kindest Regards  
Fee

Fiona Waind  
Streetscene Engineer  
Highway Operations



Telephone 0300 456 0105  
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<http://www.wiltshire.gov.uk/mywiltshire-online-reporting>

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