



# 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 S Crundell (Town Mayor)  
Councillor S Mortimer (Deputy Town Mayor)  
Councillor P Alford  
Councillor P Aves  
Councillor G Cooke  
Councillor J Crundell  
Councillor G Ellis  
Councillor C Forgacs  
Councillor C Goodhind  
Councillor C Houghton  
Councillor J Hubbard  
Councillor L Lewis  
Councillor J Oatley  
Councillor T Price  
Councillor S Rabey

21 March 2023

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are summoned to attend the **Full Council** meeting of Melksham Town Council. The meeting will be held at the Town Hall on **Tuesday 28th March 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**  
**Full Council**  
**Tuesday 28 March 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:**

Please follow the joining instructions below for the virtual Zoom meeting

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83669876198?pwd=WlAvY1ZsYVNyUIM3VktqajFzOHhtdz09>

Meeting ID: 836 6987 6198

Passcode: 481965

**Participants will be directly let in the meeting by clicking on the above link. There is no waiting room**

**AGENDA**

- 5.1 **Motion to Council Melksham House (1)** (Pages 1 - 4)
6. **Motion from Councillor Houghton - Dog Park - King George V Playing Field** (Pages 5 - 8)
- To receive the Motion from Councillor Houghton, seconded by the Town Mayor Councillor Crundell. (Motion to follow)

Quotes attached as below:

Quote A - £18,990

Quote B - £13,730.82

Quote C - £15,128.57

**Email:** [towncouncil@melksham-tc.gov.uk](mailto:towncouncil@melksham-tc.gov.uk) **Web:** [www.melksham-tc.gov.uk](http://www.melksham-tc.gov.uk)  
**Facebook:** [facebook.com/melksham.town](https://facebook.com/melksham.town)

Quote D - £18,500

Quote D Layout

Quote B and C are the same supplier.

6.1 **Quote A** (Pages 9 - 12)

6.2 **Quote B** (Pages 13 - 18)

6.3 **Quote C** (Pages 19 - 22)

6.4 **Quote D** (Pages 23 - 24)

This page is intentionally left blank

## MELKSHAM TOWN COUNCIL

Proposed by: **CLlr Simon Crundell**

Dated:

### **Purpose of the motion**

To submit an offer to Wiltshire Council to purchase Melksham House to retain it as a community facility.

### **Background (Including previous resolution/s made and date/s if applicable)**

We have resolved as a council that preserving a town 'village hall' is our firm commitment.

Substantial investment is needed to safeguard and modernise our existing facility. Recent consultations have confirmed that the Assembly Hall is not currently meeting the needs of the community.

Repair and refurbishment work is now so substantial, that it is likely that we would need to close the Assembly Hall for some time to conduct works.

### **Current Situation**

Councils over many years have avoided this issue.

We have been guilty of this too. The library site is now off the table, and as a consequence so is the 'rebuild' option as we have stated that the town's village hall needs to be in the town centre.

We are now at a point where Melksham House could also represent a missed opportunity, with Wiltshire Council progressing alternative plans.

The options are essentially to purchase and secure this historic asset for the town for generations to come, and/or to close and refurbish the current Assembly Hall.

### **What financial implications are there?**

The significant financial implications are perhaps a reason for the persistent deferral of a decision on this matter.

Indicative value of Melksham House is set at approximately £2 million. Negotiations will inevitably lead to a different final price, but this is a good starting point.

**How does the motion link to Town Council policies and core values?**

We have committed to preserving a facility of a town 'village hall' on many occasions.

A town meeting place is compatible with our community commitments.

The provision of heat pumps and solar panels make Melksham House compatible with MTC ambitions to decarbonise our estate.

**What risks are there? (Provide a risk assessment)**

The purchase of Melksham House would represent a long-term financial commitment. Therefore we, as members, need to be certain that a communal facility is an offering that the Town Council should provide for years in the future.

**What crime and disorder implications are there?**

Comparable with current facility

**What environmental and biodiversity considerations are there?**

Melksham House will have heat pumps and solar panels. The carbon footprint of this facility will be substantially less than the Assembly Hall

**What safeguarding concerns are there?**

Comparable with current facility

Members are requested to resolve that the council enters negotiations with Wiltshire Council and makes an offer to Wiltshire Council to purchase Melksham House.

Members are further requested to set a limit of not less than £2,000,000 for the purchase of Melksham House.

**. Does the motion impact/ support any previous decisions of council?**

MTC has voted to submit an expression of interest for Melksham House

MTC has voted unanimously to maintain a town village hall facility

**. Confirmation that the item under consideration has not been discussed by Council within the preceding six months. If it has, has there been a material change and what is this?**

The purchase of Melksham House has not been discussed by the Town Council in the last six months.

**. Please summarise any specific recommendations you have in relation to next steps**

**Office Use:**

Date of receipt by Proper Officer:

28.3.2023

Date of proposed council meeting for motion:

28.3.2023

Date/s of relevant resolutions:  
(record full resolution/s here)

Motion accepted by Proper Officer:

Motion rejected by Proper Officer:

Reasons for rejection:




## MELKSHAM TOWN COUNCIL

Proposed by: **Cllr Carl Houghton**

Seconded by: **Councillor S Crundell (Town Mayor)**

Dated: **25/03/23**

### **Purpose of the motion**

For the Town Council to agree to provide a dog agility course in King George V Playing field for use by town's residents and to further promote King George V as a destination park. The agility course should be located in the current dog park.

### **Background (Including previous resolution/s made and date/s if applicable)**

Issues have been identified regarding unleashed dogs in King George V. A contributing factor to this issue is that provision in the dog park is inadequate for medium to large, or more active breeds.

This facility would provide adequate mental and physical stimulation for more active breeds, and would also aid in dog training. This has the potential to bring behavioural benefits for the town as a whole.

Current dog park is a children's play area following removal of the play equipment. If the council's objective is for the facility to be well used, and for the town to be a destination park, provision in a dog park needs to be more than just a fenced off area. The council has an opportunity to provide a facility that will be used by the town's residents and encourage visitors to the town.

### **Current Situation**

The Town Council does not currently deliver a comparable facility. I cannot find a similar provision in the public sector in neighbouring towns. This provides Melksham Town Council with an opportunity.

### **What financial implications are there?**

This project can be delivered for under £20,000. There is unspent money within the play equipment budget which could fund this.

---

**How does the motion link to Town Council policies and core values?**

The Town Council has reiterated its committed to refurbishing its play areas. This park is in need of investment to improve the offering across King George V, which is a further stated objective of the council.

**What risks are there? (Provide a risk assessment)**

Increased use by dog owners could lead to an increase in frequency of agitated interactions between dogs. This has not proved to be a common issue in the park in the past. Furthermore, the purpose of the equipment is to improve training and relationship between owners and their dogs.

**What crime and disorder implications are there?**

Provision of equipment for dogs has the potential to decrease bylaw infringements of unleashed dogs elsewhere in King George V

**What environmental and biodiversity considerations are there?**

Installation of equipment would decrease grass coverage marginally. This could be mitigated with dog-friendly planting on the borders of the play area.

**What safeguarding concerns are there?**

This area is designated for recreation with dogs. Such activities carry a risk, as is the case across all of the Town Council's playing areas. Risk of injury to pets is comparable with permitted activities currently in the dog park, for example fetch. Staff supervision would not be necessary.

**. Motion**

Members to approve the installation of a Dog Agility Area in the dog park at King George V Playing Field at a cost not exceeding £20,000; funding to be used from the underspent Play Equipment budget.

Quote A - £18,990

Quote B - £13,730.82

Quote C - £15,128.57

Quote B and C are the same supplier.

A third quote is being sought.

--

. Does the motion impact/ support any previous decisions of council?

Supports stated intention to make King George V a destination park.
---

. Confirmation that the item under consideration has not been discussed by Council within the preceding six months. If it has, has there been a material change and what is this?

n/a
-----

. Please summarise any specific recommendations you have in relation to next steps

n/a
-----

**Office Use:**

Date of receipt by Proper Officer:

26.3.2023

Date of proposed council meeting for motion:

28.3.2023

Date/s of relevant resolutions:  
(record full resolution/s here)

Motion accepted by Proper Officer:

27.3.2023

Motion rejected by Proper Officer:

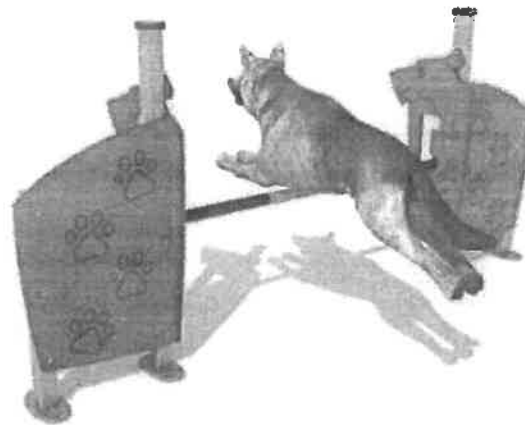
Reasons for rejection:

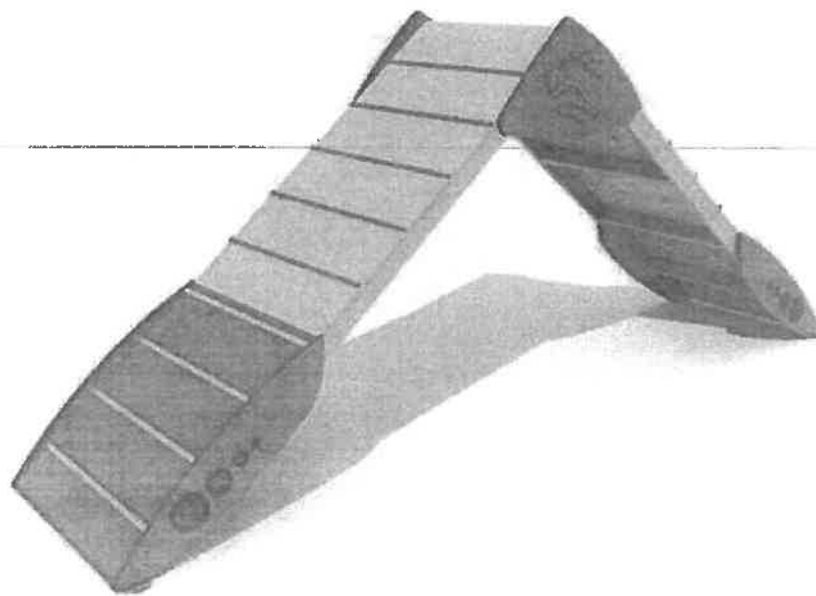
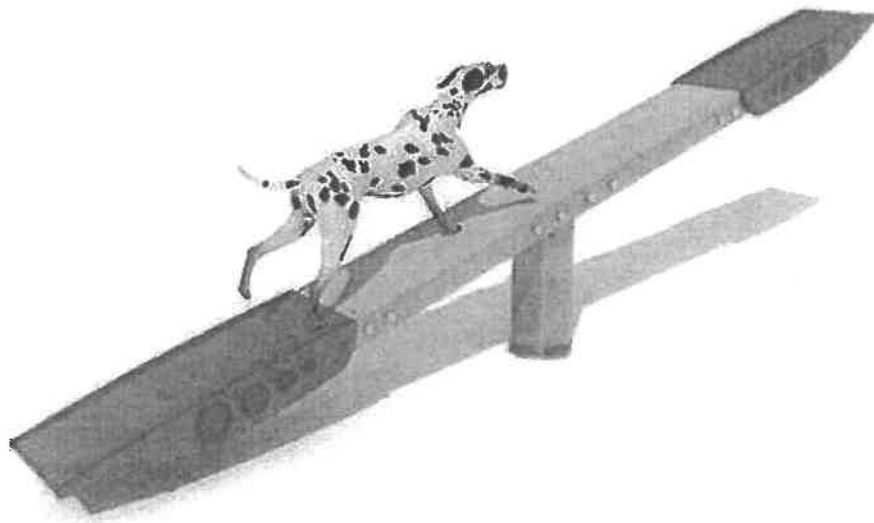
This page is intentionally left blank

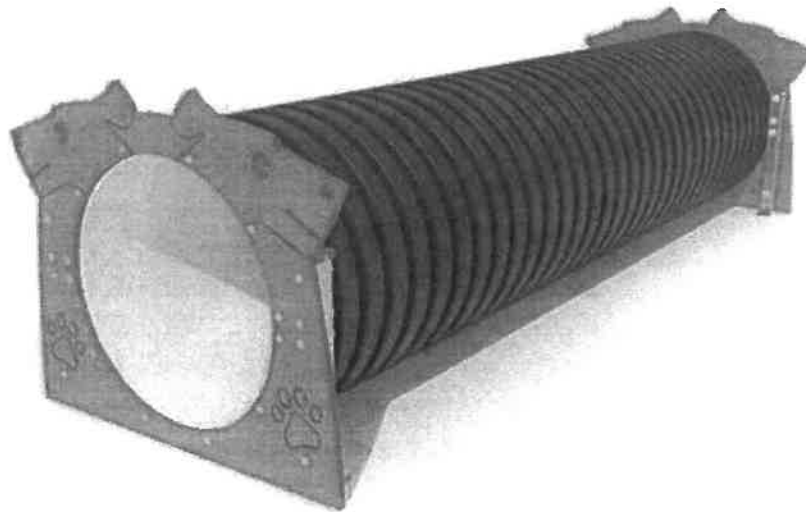
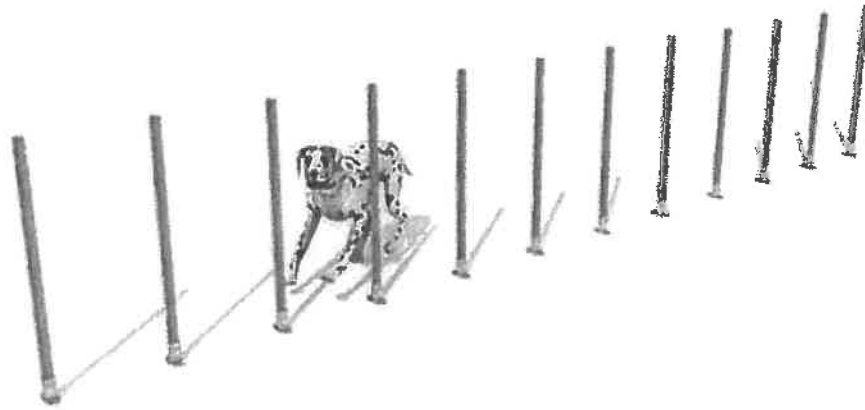
Dear Linda,

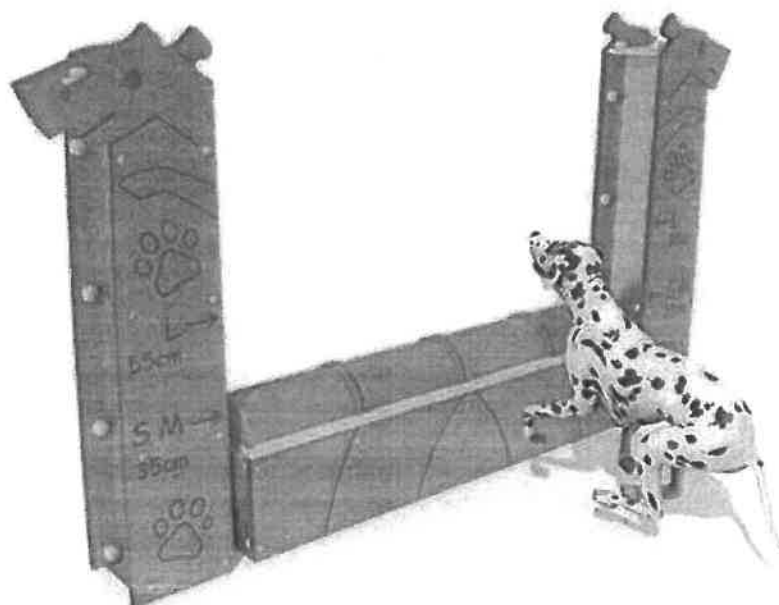
Please find following our figures for the dog agility course.

Supply and install the following equipment









**All for the sum of £18990.00**

Figures exclude VAT.

Yours sincerely,

Lee Crosse



28 March 2023

Our Ref: ML2022-10-000370-1

Linda Roberts  
Melksham Town Council  
TheTown Hall  
Melksham  
Wiltshire  
SN12 6ES

Dear Linda,

We thank you for your recent enquiry and have pleasure in providing you with the quotation overleaf.



This quotation is valid for 60 days from the above date and all costs shown are exclusive of VAT at the current rate.

Should you wish to proceed and place an order with us, we will require a 50% deposit be paid, with the remaining amount to be invoiced following completion of all works.





We trust we have interpreted your requirements correctly and look forward to your valued instructions.



Yours Sincerely

# QUOTE B

Qty	Name	Details	Total
Site Welfare & Management			
1	Site Welfare & Management	Heras & welfare	£571.43
Site Welfare & Management Totals			£571.43
Equipment			
			
1	Slope		£1,321.43

# QUOTE B

1	Balancing		£920.91
1	Wall		£512.86
1	Tunnel		£2,464.80
1	Gate		£587.14

1	Jumper		£1,208.03
1	Slalom		£929.94
Equipment Totals			£7,945.11
Installation			
1	Installation Cost	Approx 4-5 days installation time	£2,857.14
Installation Totals			£2,857.14
Skip & Plant Hire			
1	Skip & Plant Hire	Digger, dumper & skip	£785.71
Skip & Plant Hire Totals			£785.71
Delivery			
1	Delivery	Delivery of all equipment & materials	£1,214.29
Delivery Totals			£1,214.29

# QUOTE B

Materials			
1	Materials	Ballast & cement	£357.14
Materials Totals			£357.14

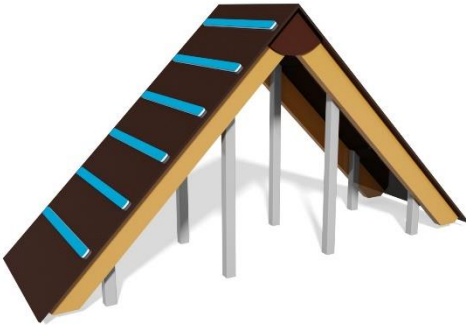
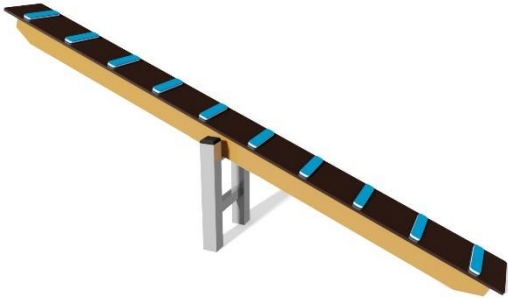

Total Net: £13,730.82

Total Tax: £2,746.18



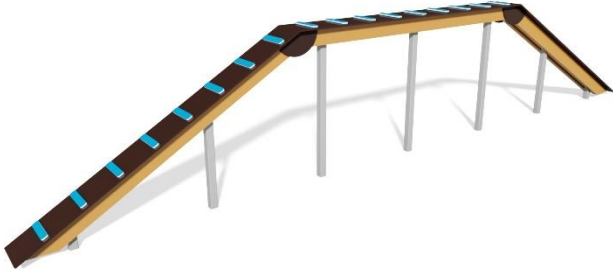
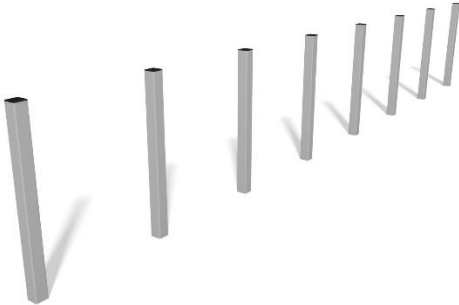
---

**Total Gross: £16,477.00**




Qty	Name	Details	Total
Site Welfare & Management			
1	Site Welfare & Management	Heras & welfare	£571.43
Site Welfare & Management Totals			£571.43
Equipment			
1	Slope		£1,814.29
1	Balancing		£785.71
1	Walls		£774.29

# QUOTE C

1	Crawling Hoops		£158.57
1	Gate		£367.14
1	Jumper		£1,862.86
1	Slalom		£854.29



# QUOTE C

1	Platforms		£2,725.71
Equipment Totals			£9,342.86
Installation			
1	Installation Cost	Installation time 4-5 days	£2,857.14
Installation Totals			£2,857.14
Skip & Plant Hire			
1	Skip & Plant Hire	Digger, Dumper & Skip	£785.71
Skip & Plant Hire Totals			£785.71
Delivery			
1	Delivery	Delivery of all equipment & materials	£1,214.29
Delivery Totals			£1,214.29
Materials			
1	Materials	Ballast & cement	£357.14
Materials Totals			£357.14

Total Net: £15,128.57

Total Tax: £3,025.72

**Total Gross: £18,154.29**





This page is intentionally left blank