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Melksham Town Council

Minutes of the Asset Management and Amenities Committee meeting held on Monday 5th June 2023

PRESENT: Councillor T Price (Chair)
Councillor C Goodhind (Vice-Chair)
Councillor P Aves
Councillor S Crundell
Councillor G Ellis
Councillor C Forgacs
Councillor J Hubbard
Councillor J Oatley

IN ATTENDANCE: Councillor S Mortimer

OFFICERS:	Linda Roberts	Town Clerk
	Hugh Davies	Head of Operations
	Andrew Meacham	Committee Clerk

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

165/23 Apologies

No apologies were received.

166/23 Declarations of Interest

There were no declarations of interest.

167/23 Minutes

Councillor Hubbard asked that it be recorded that a guarantee was secured from Piers Dibben of Healthmatic that no charges in perpetuity would be made to the Council for emptying the toilets.

Subject to above the minutes of 11 April 2023 having previously been circulated, were approved as a correct record and signed by The Chair, Councillor Price.

168/23 Shambles Festival

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

RESOLVED UNANIMOUSLY to advance this item up the agenda.

A verbal report was received from Head of Operations that the event went well, finished on time and received only one complaint. Several Councillors echoed the sentiment. Councillor Mortimer provided some context for the complaint, advising that the complainant lives next door to a house that is currently being renovated and the

weekend is his respite from the noise. She also stated that some people in Church Walk and Sandridge Road would have appreciated advance notice.

Standing orders were suspended to allow the event organiser, James Wilkins, to speak. He thanked the Council for its support and felt that the event had gone well. He gave special thanks to Hugh Davies and Councillor Goodhind. He advised that the permitted noise limit at nearest residential property was 75db and the maximum recorded at the event was 50db. He also stated that notification had been given to Lowbourn residents. Councillor Crundell stated that any lessons for future events were for the Council to worry about, not the organiser. Councillor Goodhind advised that Wiltshire Council would be happy to send an officer to advise on noise levels for future events.

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

RESOLVED UNANIMOUSLY to give a Vote of Thanks to James Wilkins for delivering this event for the community.

169/23 Public Owned Assets in and around the Town Hall

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

RESOLVED UNANIMOUSLY to advance this item up the agenda.

Councillor Ellis went over his proposal and advised that Wiltshire Council are willing to open a constructive dialog on the future ownership of the Blue Pool site with the Town Council.

The following matters were discussed:

- The appropriate forum to take this matter forward and the involvement of outside groups. Some felt that this was such a big issue that it should be dealt with by Full Council. Some felt more appropriate for a smaller group to do the initial work.
- The possibility of the site being used as an open-air lido.
- The possibility of involving The Town Hall and former Art Café in the project
- The costs and financing of the project
- Amendment would be required to the Assembly Hall Working Group Terms of Reference which will need approval of Full Council
- Arrange a site visit of the Blue Pool
- Request FoMAH to come up with proposals, and note this is not the council's only route
- the Assembly Hall Terms of reference do not cover the redevelopment of the Assembly Hall, this would mean a radical change to those terms of reference
- Full Council should determine who is best to work on the project

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

UNANIMOUSLY RESOLVED that the town council register its interest in the Blue Pool site with Wiltshire Council, establish a timeline and find out whether any potential procurement would be pre or post demolition, enquire about access to the site from the Campus end of the site.

That the Assembly Hall Working Group Terms of reference are amended at the next Full Council meeting which will enable input from volunteers in the community on potential proposals for the site which will include the Town Hall, 31 Market Place and the Art House Cafe.

That the Friends of Melksham Assembly Hall are asked to come up with proposals.

That the matter be referred to Full Council to decide on the remit of the working group.

170/23 King George V Park

171/23 KGV Lighting

There was a full and frank discussion with some members wishing to explore alternatives to the current plans and others feeling there had been sufficient discussion and the project needed to be advanced.

Standing Orders were suspended to allow Paul Weymouth to address the committee. He expressed his view that the current plans should not be proceeded with.

It was proposed by Councillor Price, seconded by Councillor Crundell and **RESOLVED** by a vote of 4 in favour, 1 against and 3 abstentions that the project proceed with funding of £8000 from the Major Project Reserve, with a working budget of £3000 and £5000 contingency reserve, with the reserve to fall back into the Major Project Reserve if not used.

Councillor Goodhind asked that his vote against the proposal be recorded.

172/23 KGV Maintenance Building

R&D Report submitted to the three potential contractors bidding for the contract. There will be one more Bat Survey and The Town Clerk is preparing a section 80 demolition notice to be registered with Wiltshire Council. Subject to the Bat Survey, ready to go and hoped to be completed before the Food & River Festival. Wiltshire Council to cover half the costs, including Bat Survey.

173/23 KGV Fencing

The KGV fencing deposit has been signed off. There is an additional deposit for the knee railing. Work should be commencing shortly to secure the park, dog area and replace rotten knee rail.

173/23.1 ECO Loos

These have now been installed, soft launched and final handover this week. Usage has been high, saving approximately 6000l of water. Head of Operations noted that the situation has not been without problems due to underestimate of usage.

Councillor Goodhind expressed concerns about the departure of the installation from original expectations. Head of Operations advised there had been a site visit from Healthmatic today and he would report back on the way forward. Councillor Hubbard expressed his view that no additional costs should be allowed.

Standing Orders were suspended to allow the public to address the meeting.

Joe McCann asked how much power the Eco -Loos used and, with the ecological effects in mind, how often they were emptied. Head of Operations confirmed it was a 12 volt system, collections would need to be more frequent than anticipated and Healthmatic used electric vehicles He would report back on power usage.

Paul Weymouth expressed his concerns on the process.

174/23 Good News Church - Lease of Former Art House Cafe

Members were advised that the Good News Church would be signing a new 2 year lease on Wednesday. Councillor Crundell asked if a two year lease was appropriate, in view of the earlier discussions on redevelopment. The Town Clerk advised the lease included 6 month break clauses.

175/23 Town Hall as a Wedding & Civil Partnership venue

Head of Operations advised that there had been no progress on this as yet.

176/23 Awdry Avenue Play Area

Broad support for the proposal was expressed and the question of funding was discussed.

Councillor Hubbard suggested extending the motion to include appointing an outside consultant to report on a plan for all play areas in the town.

Councillor Crundell suggested the Amenities Team be asked for their input.

Councillor Goodhind asked that the safety aspect be considered. The Town Clerk confirmed that play areas are inspected yearly and the Amenities Team visit weekly.

Councillor Ellis asked for confirmation that the question of what items were installed would come back to the committee. Councillor Price and The Town Council confirmed it would be a tender process and the matter would come back to committee.

Councillor Mortimer raised the question of inclusivity. The Town Clerk confirmed that all new installations must comply with DDA and include elements of inclusivity.

It was proposed by Councillor Price, seconded by Councillor Oatley and **RESOLVED UNANIMOUSLY** to set aside £50000 from Major Projects to fund the project, with upto £5000 allocated to the consultant's report.

177/23 Goal posts for Foresters Park

Councillor Price advised that the projected cost for removal of the existing goalpost and installing 2 complete goalposts was £1610 + VAT.

It was proposed by Councillor Price, seconded by Councillor Crundell and **UNANIMOUSLY RESOLVED** to take the project forward, to be funded from the Major Project Reserve.

178/23 Resurfacing of Hazelwood Court

Councillor Price noted that Councillor Hubbard has been working on a similar proposal. At Councillor Price's request the item was deferred pending the report in 176/23.

179/23 Confidential Session

179/23.1 Work Stream and Priorities

This item was deferred to the next Asset Management and Amenities meeting on 7 August 2023. The item will not be in confidential session.

Meeting Closed at: 9.25 pm

Signed:

Dated:

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Supply & Install Tender Summary

Minute Item 171/23

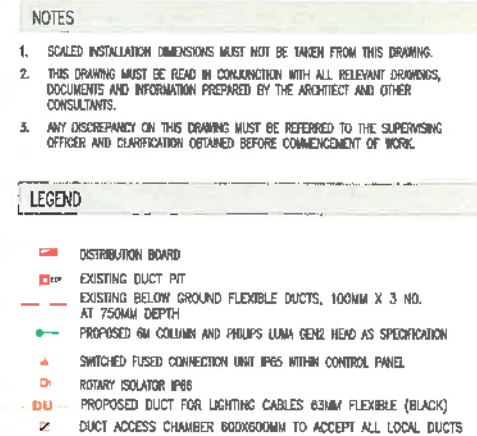
Melksham Town Council
Market Place

Melksham
Wiltshire
SN12 6ES

King George V Park
Lowbourne
Melksham
SN12 7ED

Ref: E3710A

Description	Unit	Qty	Total
1.01 - Prelims	3,214.000	1	3,214.000
1.02 - LV Mains Distribution	5,095.000	1	5,095.000
1.03 - Kiosk Lighting & Power	794.898	1	794.898
1.04 - Cabling Containment	423.684	1	423.684
1.05 - Lighting Wiring in Ducts & Columns	5,809.088	1	5,809.088
1.06 - Lighting Columns & Post Top Lanterns	22,715.000	1	22,715.000
1.07 - Controls	852.000	1	852.000
1.08 - Builders Works & Civils	18,670.250	1	18,670.250
1.09 - Testing & Commissioning	750.000	1	750.000
1.10 - Record Drawings & O&M	450.000	1	450.000
2.01 - Twelve Months' Maintenance	432.000	1	432.000
2.02 - Feeder Pillar Supply & Installation	3,904.080	1	3,904.080
Sub Total			63,110.000
Provisional Sums, Contingencies, etc.			
General Contingency			5,000.000
Total			68,110.000



PROPOSED PARK LIGHTING COLUMNS

NTS

PHILIPS LUNA GEM 2 LUMINAIRES
TO BE PROVIDED AS LAYOUT
SCHEDULE POST TOP MOUNTED.

754

NOTES:
ALL DIMENSIONS IN MM
ALL PLATES TO BS EN 10025
ALL ORFISH TO BS EN 10219
PRODUCT CONSTRUCTION TO BS EN 40
ALL WELDING TO BS EN 1011
PROCEDURES TO BS EN ISO 15614-1
WELDERS QUALIFIED TO BS EN287-1
FINISH: HDG, TO BS EN ISO 1461 PAINTED BLACK
FINISH RAL9005

500 X 85 BACKBOARD

87

100

BASE COMPARTMENT:
SCALE 1:10

6mm XLPE/SWA 3C CABLE
TERMINATES INTO CUT OUT WITH
OUTGOING CABLES RISING TO HEAD

50MM FLEXI DUCTS FOR LOOP IN
AND OUT CABLEING AT CABLE
ENTRY OF COLUMN

GROUND LEVEL - WELD MARK

1000

1000

500

100

130.76

CU PHOSCO FOREST 6M COLUMN
WITH POST TOP

REV	DATE	NOTES
PROJECT TITLE		
MELKSHAM TOWN COUNCIL KING GEORGE V PARK		
DRAWING TITLE		
INDICATIVE PARK LIGHTING LAYOUT		
DRAWING NUMBER	REVISION	
22/1870/E/01		
BASED ON BUILDING OUTLINE REF:		
		
THE WELLS HOUSE MANOR COURTYARD STRATTON OAK, THE FOSSE BATH BA2 6JP 01761 239193 email: bip@bip-uk.com www: bip-uk.com		
DRAWN	RT	
APPROVED		
DATE	FEB 2023	
SCALE Ⓢ A1:1:500		
TENDER ISSUE		

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The Town Council were working with a budget limited to £55K and they now have to table this at the next meeting.

I did have a look at the general scope and potential value engineering and a few initial thoughts:

1. Omit replacement of 4no columns and retain existing adjacent Activity Centre
2. Omit the feeder pillar, ground distribution unit and cabling (circa £4K). Utilise 100A TPN socket in kiosk for the immediate and postpone until future.
3. Retain existing distribution board in kiosk and provide new devices
4. Reduce contingency level

Another area that may have scope for reduction was the civil works if it is feasible to simplify trenching detail for ducting ie remove and reinstate turf rather than sieve and sand shown.

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