



# 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

Dear Councillor

### **Asset Management and Amenities Committee - Monday 9 October 2023**

I am now able to enclose, for consideration at next Monday 9 October 2023 meeting of the Asset Management and Amenities Committee, the following reports that were unavailable when the agenda was printed.

**5. King George V Park (Pages 1 - 8)**

Alternate Lighting proposal submitted by Light Fantastic with an additional recommendation for CCTV, which members need to consider.  
See attached proposal

**7. Verbal Reports - Head of Operations (Pages 9 - 14)**

The Head of operations will give a verbal report to members on:  
Eco Toilets  
Water Troughs at the allotments  
Assembly Hall Roof repairs  
Sensory Garden

Yours sincerely

Mrs L A Roberts BA(Hons), PGCAP, FHEA, FSLCC  
Town Clerk and RFO

This page is intentionally left blank



Lighting proposal for King George V playing fields  
for Melksham Town Council  
September 2023

The information, specifications and data provided herein shall not be duplicated,  
disclosed or disseminated by the recipient in whole or in part for any purpose  
whatsoever without the prior written permission from Lightfantastic to any 3<sup>rd</sup> party.



## Project background

From a specification provided by Hugh Davies at Melksham Town Council we were asked to provide the most suitable solutions for lighting the King George V playing fields. Upon various site visits and 'test' lighting plus unbiased public opinion ( circa 350 results ) from an online survey from Melksham News we have produced what we feel is the best option to progress the lighting encompassing picturesque decorative lighting with an even spread of safety lighting.

Specification provided to us by Hugh Davies:

### *KGV lighting ideas*

*After hearing all of the opinions and views of Councillors and following the results of straw poll of respondents from the Melksham News survey after the demonstration festoon set up by the new play area, it's clear that rather than one type of luminaire and column for the whole area, a variety of options should be considered.*







- 1. For the track from the Pavilion to the Adventure Centre, I would suggest 3 luminaires mounted on the fence to cover the path and roadway during the hours of darkness. LED and powered from the unmetered supply that currently drives the 4 existing columns.*
- 2. The columns of the existing luminaires should be painted black.*
- 3. The circuit where the draw pits are present around the "top" of the park which includes the area in front of the Pavilion, Splashpad and play area, to the last draw pit closest to the Dog Bark could be lit by festoon that is powered from the new distribution box (to be installed) with power going both ways and a separate circuit across one span to allow for oversize height vehicles, as a future proofing option.*
- 4. A final optional festoon circuit which runs from the bottom corner of the park towards the youth shelter / multiswing and up towards the new play area could complete the entire inner ring.*
- 5. I would recommend 5m columns for the festoon. The columns to be topped with tasteful "finials"*
- 6. An option to connect the festoon in a V formation to the Pavilion (switchable) could also be considered.*
- 7. I would further recommend that for safety reasons within the park, a number of CCTV cameras could be installed at various points to give full coverage of the area but especially around the Pavilion area to protect ten interests of the new business that is being installed there at present. These should be IP cameras with PoE so installation of Cat 6 / 7 around the whole circuit would be a sensible option to do at the same time.*

## Environmental impact

There have been concerns over the impact of lighting from both a environmental viewpoint and also its effect on wildlife.

The lighting suggested herein is modern LED lighting that uses significantly less electricity than traditional street lighting. Festoon lighting uses multiple points of much lower power to provide an even spread of light rather than hot spots next to each column, this in turn massively lowers if effect on wildlife where the light is nearer that of ambient moonlight without the light pooling thus reducing the impact on wildlife. We have used Festoon lighting to provide attractive safety lighting solutions within various public spaces, private events and Longleat Safari park in areas containing endangered species.



-  Main route ( quotation 1 )
-  Secondary Route ( quotation 2 )
-  Walkway to Adventure Centre ( quotation 3 )
-  5m Column
-  Existing updatable column
-  Fence mounted fixtures

## Main route

Approx 14no. Black RAL9005 5m columns root (planted into ground as per standard highway street light columns) mounted into inside of pathway approx 30-45cm from path side, approx 20m spacing between columns.

Custom specification UK made rubber festoon with 1m spacing between lamp holders. Holders would be B22 (bayonet) type to allow for simple maintenance and changes to lamps, for example at Christmas or special events.

Festoon strung using stainless steel catenary wire and stainless steel black ties, specification to suit permanent application.

Lamps to be poly carbonate dimmable filament effect 2700K (warm white).

Swag (drop of lowest point between fixings) of festoon string to be approx 70cm at centre lowest point.

All ground work to be carried out by specialist contractor with spoil removed from site, each column would be planted one at a time to avoid any significant disruption to park usage / fencing requirements with no trenching required between columns aside from short links to existing ducting at 4/5 locations.

To enable the festoon to be used for decoration during park events during daytime and evening hours before dark an override will be provided alongside a dimming system to allow the overall light output to be dimmed between certain hours if required.



Festoon at  
Longleat House

## Secondary route

This section is optional but assumes addition to the main route, and is effectively an extension of the main route system, electrically the whole route (main and secondary) is split into several zones allowing independent control and dimming if required.

Approx 10no. Black RAL9005 5m columns root mounted into inside of pathway approx 30-45cm from path side, approx 20m spacing between columns.

Custom specification UK made rubber festoon with 1m spacing between lamp holders. Holders would be B22 ( bayonet ) type to allow for simple maintenance and changes to lamps, for example at Christmas or special events.

Festoon strung using stainless steel catenary wire and stainless steel black ties, specification to suit permanent application.

Lamps to be poly carbonate dimmable filament effect 2700K ( warm white ).

Swag of festoon string to be approx 70cm at centre lowest point.

All ground work to be carried out by specialist contractor with spoil removed from site, each column would be planted one at a time to avoid any significant disruption to park usage / fencing requirements with no trenching required between columns aside from short links to existing ducting at 4/5 locations.

To enable the festoon to be used for decoration during park events during daytime and evening hours before dark an override will be provided alongside a dimming system to allow the overall light output to be dimmed between certain hours if required.



## Walkway to adventure centre

From site visit it appears unsuitable to mount columns on either side of the track, with the pavement side being narrow these would be an obstruction and on road side the edge drops away to a drainage gully where columns may become obscured by greenery and get struck by vehicles who go wide of the pavement.

We suggest mounting 3no. Fixtures on the MUGA fencing ( permission would need to be sought for this from the responsible authority ) in either hardwired with supply from existing street lighting or using Solar fixtures.

The cost of either option is the same, with the Solar fixtures costing more but requiring no groundwork or cabling.

## Existing street lights on path past Adventure Centre

In our opinion it is pointless to remove perfectly good columns to replace with similar, it is therefore our suggestion to renovate these columns by spraying in the same RAL9005 black as the new columns for festoon which will give them a fresh new look, and replace the existing heads ( which are very old, have been converted at low cost as a temporary measure to LED lamps but need replacing in their entirety ) with new modern LED units. This work can be quoted for separately should it be required.

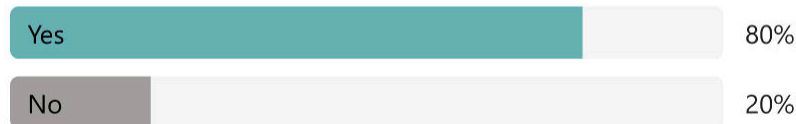


## Results of Melksham Independent News survey

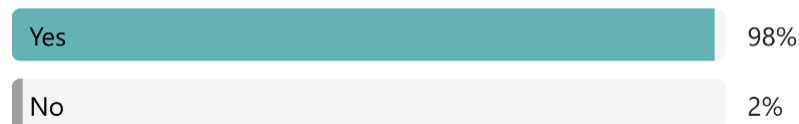
Provided to us by MIN, full results and comments available from them  
Percentage figures based on 325 respondents

KGV Park Lighting  
Anyone can respond, Anonymous

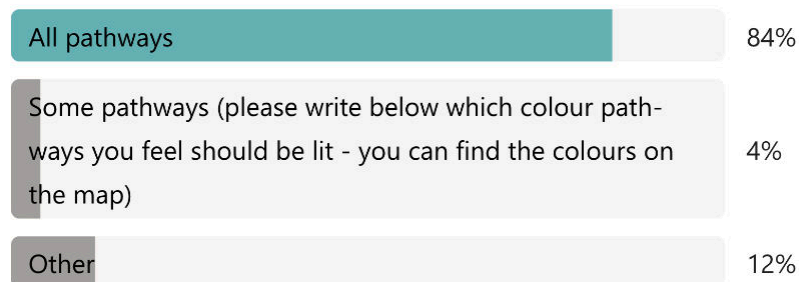
1. There are different types of lighting available to be put into the park. Currently a test string of Festoon lights are running. Do you prefer this...



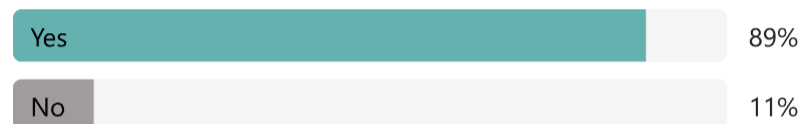
3. Are you a Melksham Resident?



2. If the park was lit, do you feel all the pathways should be lit with Festoon or lampposts lighting or just certain pathways? Below is a...



4. Would you be more likely to use the park to transit through or for walking in the evening if the pathways were lit?



5. Do you feel lighting in the park should be both functional (provide a lit area to give a safer evening experience) and aesthetically pleasing?





## Quotation for works

Main route

£17500.00

Secondary route

£9600.00

**\*\*Secondary route is subject to work being undertaken on main route at same time \*\***

Lighting to adventure centre track ( Solar or mains operated system )

£2700

Subject to VAT at prevailing rate

Quotation valid until 30<sup>th</sup> October 2023

**MELKSHAM TOWN COUNCIL**  
**MEETING OF THE Asset & Amenities COMMITTEE**  
**09/ October/2023**

**Application to use the Town Hall as a ceremonial venue for weddings.**

**Report of the Head of Operations**

**1. Purpose of the report**

To consider the Use of Melksham Town Hall as a wedding venue.

**2. Current Situation**

The Town Hall previously had a licence in 2007, 2010 but then it lapsed in 2013. We have regularly held wedding receptions at the Assembly Hall but if we reapplied for a licence, we could offer the whole package. There are only two other licenced premises in the area apart from Churches and the register offices.

**3. Background**

More detail on the guidance for application can be found here. Bruce has traditionally previously held a wedding fayre at the Assembly Hall and this would help generate interest.

<https://www.gov.uk/government/publications/guidance-on-registering-a-venue-for-civil-marriage-and-civil-partnership/registrars-guidance-for-the-approval-of-premises-as-venues-for-civil-marriages-and-civil-partnerships-accessible-version>

**4. Financial implications**

The cost to register the venue for 3 years is £1900. We could easily recover this outlay with as little as two weddings a year although if properly promoted, we could generate a healthy surplus from an overall package and reinvest into the facilities.

**5. Links to Town Council policies and core values**

The licencing of the Town Hall would expand the remit of the Council and the Town Hall as a venue for prospective local couples. The facility is primarily for the residents of the Town and it creates a fantastic setting for such an event.

**6. Risk assessment**

There is a risk that we do not generate any business whatsoever and the £1900 is lost. This is unlikely.

**7. Crime and disorder implications**

There are no implications

**8. Biodiversity considerations**

All waste from events is recycled wherever possible.

**9. Safeguarding**

There are no safeguarding issues

**10. Recommendations**

We apply for the licence and confirm our first booking in March 2025

Written update to replace a verbal update as originally published.

Asset & Amenities Committee 9<sup>th</sup> October 2023

### **1. Water troughs in Allotments update**

The first water trough has been installed at Awdry Avenue and we have two more, ready to be sited in suitable locations. It is suggested that these are in Addison and Methuen but it has also been highlighted that there is a need for two more at Awdry Avenue. The cost of each trough is £154, delivery is £48.30 and installation is around £80 per trough including fittings.

I have received a quote from our regular groundworker for installing a water supply to the location specified at the bottom of Awdry Avenue allotment. The cost for the materials and labour for this piece of work is £1171.00+VAT. The sum allocated for troughs was £1500 so we have £329 to install the remaining trough already purchased. Please advise on preferred location.

- To excavate trench approx.. 60m long x .600mm deep
- To supply and install 25mm blue water pipe and lay in trench
- To connect to existing water trough feed and to stop cock end of pipe
- To supply and install stop cock and 25mm T
- To backfill trench and make good.

**Total - £ 1, 171.00 + VAT**

### **2. Assembly Hall roof repairs update.**

There are 2 leaks evident in the Assembly Hall roof and the location of both is known by Paul Seemayer who has long been a friend and ambassador for the hall. Paul has assisted by hosting inspections by prospective local roofing companies. They have been asked to provide a 6 / 12 / 18 / 24 month solution. Depending on the outcome of the AH / BP structural engineers report into the art of the possible, this will inform us of the route to take from these options. The structural engineer is on site on 6<sup>th</sup> October to do a detailed study of the possibilities after reading all of the information provided by Cllr. Graham Ellis and FoMAH.

### **3. Sensory garden plans**

We have decided to take this project in house with the return of Rich Collett to the team. Rich will lead on this project and has created the following summary.

- To carry out the works, where possible 'in-house', giving the Amenities team involvement in its formation, and ownership in the longer term moving forward.
- To employ a contractor to remove a lot of the shrubs along the fence line along Lowbourne side of KGV, (any green waste to be shredded and used for other schemes within KGV area).

- To employ a contractor to carry out works on various Trees along, and within the sensory garden area. Works to include raising canopies, freeing up from overhead cabling and signage in the area. These works will involve the introduction of a temporary traffic management system.
- To assess the condition of the railings along the length of Lowbourne, for any damage, corrosion, carry out any necessary works and repaint.
- Due to ongoing issues with very poor drainage during the winter months and the need to access this area all year round making it accessible for all users the easiest option would be to include low level raised walkways , naturally dividing the areas up, to include seating, viewing areas. These works to be done by a contractor.
- To introduce a secure, permanent compost bay on site within sensory garden area, so that any 'softwood' green waste can be deposited there and 'recycled' as mulch within the sensory garden area .
- to remove a large portion of the 'bund' which is not only causing, (1)drainage issues, (2) compounding on life span of the mature trees nearby, and (3) currently giving limited use of the area, due the 'bund' being made up of sub soil, and remnants of the mosaic then being compacted by a vibrator roller.
- The remainder of the 'bund' to be incorporated to any new scheme moving forward.
- RmBC currently working on a design for the area incorporating the 5 senses, viewing platform(s), raised walkways, appropriate planting etc.
- It would be good to get work underway this winter, 2023/4, some ongoing works can be done during summer 2024, including planting.
- The main aim is to get a lot of the hard landscaping done ASAP, carry out and corrective works on existing mature trees and shrubs in the area, remove a proportion of the bund, this will give us a clear palate on which to work from.
- It is hoped RmBC will forward a design and planting schemes before year end, 2023 for discussion.

#### **4. Eco loo update from Piers Dibben**

Report: Melksham Zeros

Date: 4<sup>th</sup> October 2023

---

Following the very busy summer in the park, we are taking stock on the performance of the Zero's.

---



- 
- **Building Design and Construction:** The buildings have performed well, and from the evidence of the users and the park teams, have been received positively. Future changes would include an upgraded wind cowl as we found smells lingered in the cubicle after use. The interiors have remained generally clean and smart, but we will use secret fixings on interior fittings in future, and also the hand gel containers were not as vandal resistant as in practice we needed.
  - The solids were initially collected in baskets and composting bags in the technical areas of the toilets. It became clear that this was not adequate as the volumes were significantly higher than we had anticipated. We installed vaults below the back area of the technical areas, and this has proved a successful upgrade, with no suggestion of too much volume since they have been installed.
  - The manhole covers over the vaults have not been touched by would be disrupters which we believe is partly because they are very heavy, and partly as its just not an attractive concept even for a teenager.
  - **Toilet and Conveyor:** the toilet bowls have done well and have been easy to clean and manage. The conveyors initially worked well, but the heavy volume in the peak of summer just proved too much for the motors installed and the fuses kept blowing. We swapped the motors out for a slightly more powerful unit and while this is marginally noisier, the belts run now reliably.
  - **Customer reaction:** There have been almost 5000 cycles of the pumps with plenty of comment to park staff but limited complaints except when they went out of order. On the whole, they have been well received, and the staff team in the park are supportive which generally means that the user group have also been onside. We have no explicit data on this, and only anecdotal evidence at this stage.
  - **Improvements:** the overall impression of the toilets will be improved when the landscaping is completed around the site. This would be ideal winter job if possible for Melksham TC. We will also train more of our operations staff on their servicing and maintenance to improve the response times to maintenance issues.
- 

**Summary:** With the support of the Council and the staff team, the toilets have proven to be an innovative and well received environmental installation into the park. We know that the rest of Wiltshire is watching with interest, and with the exception of the well discussed hiccups en route, we believe that we can all be proud of the 45,000 litres of water saved so far. Healthmatic is grateful to Melksham Town Council for the opportunity.

Piers Dibben  
4<sup>th</sup> October 2023

This page is intentionally left blank