

Melksham Town Council

Minutes of the Asset Management and Amenities Committee meeting held on Monday 4th December 2023

PRESENT:

Councillor P Aves
Councillor S Crundell
Councillor G Ellis
Councillor J Oatley
Councillor S Rabey, substituting for Councillor T Price

OFFICERS:

Hugh Davies	Head of Operations
Andrew Meacham	Committee Clerk
Dave Elms	Amenities Team Manager

PUBLIC PARTICIPATION: One member of the public and one member of the press were present and one member of the public was present virtually.

Joe McCann asked why the Splashpad was being resurfaced. Councillor Rabey advised this was down to degradation of the surface. The Head of Operations confirmed this and that there had been instances of cuts to feet. Joe asked if the Splashpad was under warranty. The Head of Operations did not think so but confirmed that this work was to upgrade the surface, not to repair the surface.

196/23 Election of Chair for the Meeting

It was proposed by Councillor Aves, seconded by the Town Mayor Councillor S Crundell and

UNANIMOUSLY RESOLVED to appoint Councillor Rabey as chair of the meeting.

197/23 Apologies

Apologies were received from Councillor Price, Councillor Hubbard and Councillor Forgacs. Councillor Price was substituted by Councillor Rabey.

The chair, Councillor Rabey then asked for any public participation.

198/23 Declarations of Interest

There were no declarations of interest.

Councillor Ellis advised that people were unable to join the zoom meeting. The Town Mayor Councillor S Crundell dealt with the issue.

199/23 Minutes

The minutes of 9th October 2023, having previously been circulated, were approved as a correct record and signed by Councillor Rabey.

200/23 Audit of Allotments

The Head of Operations gave a report on status of allotments and asked members for their views on troughs and other possible facilities.

There was discussion of the audit

- suggestions to delegate to the Amenities Team and Finance Officer
- The question of tenants holding multiple plots
- The possibility of offering quarter plots
- Creating accessible plots
- The Council using a plot for its own purposes
- Land grab

It was noted that some people had taken on plots when no one else had wanted them and had kept them tidy. Could the council morally and legally take back plots?

It was suggested that tenants with multiple plots be approached to see if they wish to give up one or more plot.

Thanks were expressed to the Finance Officer for preparing the audit.

It was proposed by Councillor Rabey, seconded by Councillor Aves and

UNANIMOUSLY RESOLVED for the Head of Operations to investigate the legal position and costs implication of removing buildings from the plots at Addison Road that have been subject to a land grab.

It was proposed by the Town Mayor Councillor S Crundell, seconded by Councillor Oatley and

UNANIMOUSLY RESOLVED to delegate the question of location of troughs to the Head of Operations, to be brought back to the committee if additional funding is required.

It was proposed by Councillor Rabey, seconded by the Town Mayor Councillor S Crundell and

UNANIMOUSLY RESOLVED to cut a hole in the hedge at Southbrook Road Allotments to allow access to Plots 12-15

201/23 Splashpad 2023

The report on Splashpad usage was noted. Councillor Ellis noted that the usage statistics were recorded on the hour and actual usage would have been higher.

202/23 Shambles Festival 2024

It was proposed by Councillor Aves, seconded by the Town Mayor Councillor S Crundell and

UNANIMOUSLY RESOLVED to suspend Standing Orders to allow James Wilkins to speak.

James outlined his proposal to utilise the facilities for Shambles Festival 2024 on the Friday evening for a small “britpop” style event.

Members had some questions and there was a discussion on expanding the usage of the facilities. It was agreed that this was something that could be considered in years to come. The Town Mayor Councillor S Crundell suggested a framework/toolkit be developed to allow community groups to put on similar events

It was proposed by Councillor Rabey, seconded by Councillor Aves and

UNANIMOUSLY RESOLVED to reinstate Standing Orders.

It was proposed by Councillor Rabey, seconded by the Town Mayor Councillor S Crundell and

UNANIMOUSLY RESOLVED to approve the proposal from James Wilkins.

203/23 Head of Operations Report

Verbal update from Head of Operations.

Final Amenities Team member – final interviews Tuesday 5th December. Hope to make appointment shortly afterwards.

Assembly Hall roof – repairs start 2nd January 2024.

Pavilion Café Project Management – commencing this week roof insulation, glazed screen, plastering, internal doors to toilets, decorating, kitchen and fence.

Play area signage – being chased.

CCTV deployables – meeting with police on 13th December.

Play area strategy development – meeting with Eugene Minogue on 13th December.

Assembly Hall – Head of operations currently learning procedures. Kevin likely to stay on in part-time capacity for 3 months, mainly dealing with artist liaison.

KGV lighting and power – installation of columns starting in January.

BMX Track – put out to tender.

Lighting works to limit light pollution – hoping to meet with Paul Weymouth this week.

Tree planting – commences first week of January.

Bike maintenance station – has been installed in KGV.

Church garden wall – worked started on 13th November

Roundhouse planning application – notices up. Consultation lasts until 15th December.

Roundabouts – 2nd roundabout sponsored. Enquiry on 3rd.

Dog Bark – repairs to gates complete.

Dog Agility – met with Andrew Bloomfield and meeting again next week. Work to commence this week to remove kit.

Marker's Market – approved for next year by Wiltshire Council.

Chipper – Cost of purchase would be £7600.

Possible usage of the chipper and merits of purchase against hire were discussed. No decision was made.

The Town Mayor, Councillor S Crundell thanked the Amenities Team and Assembly Hall team for their work.

Councillor Ellis asked about the Assembly Hall development. The decision of full council on 27th November 2023 was noted. Committee Clerk confirmed a copy of the final brief would be sent to councillors.

Meeting Closed at: 7.55 pm

Signed:

Dated: