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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 Rabey (Vice-Chair)
Councillor P Aves
Councillor J Crundell
Councillor S Mortimer
Councillor J Oatley
Councillor Stokes
Councillor J Westbrook

4 December 2023

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are invited to attend the **Community Development Committee** meeting of Melksham Town Council. The meeting will be held at the Town Hall on **Monday 11th December 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
Community Development Committee
Monday 11 December 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

<https://us02web.zoom.us/j/83669876198?pwd=WlAvY1ZsYVNyUIM3VktgajFzOHhtdz09>

Join Zoom Meeting

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

1. Chair of Committee

To elect a new chair of the committee.

2. Apologies

3. Declarations of Interest

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Council.

Members are reminded that, in accordance with the Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

Email: towncouncil@melksham-tc.gov.uk **Web:** www.melksham-tc.gov.uk
Facebook: facebook.com/melksham.town

4. Minutes (Pages 1 - 4)

To approve the Minutes of the Community Development Committee meeting held on 11th September 2023.

5. Park Yoga (Pages 5 - 6)

To receive the report of the Communications and Events Officer.

For decision on whether to run Park Yoga in 2024.

6. Floral Telephone Boxes (Pages 7 - 8)

To receive the report of the Communications and Events Officer.

For decision on the provision of floral displays in telephone boxes.

7. Events Calendar (Pages 9 - 12)

To approve events calendar for 2024.

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Melksham Town Council

Minutes of the Community Development Committee meeting held on Monday 11th September 2023

PRESENT:

Councillor P Aves
Councillor C Goodhind
Councillor S Mortimer
Councillor J Oatley
Councillor G Ellis, substituting for Councillor J Crundell

IN ATTENDANCE: Councillor Westbrook

OFFICERS:	Linda Roberts	Town Clerk
	Andrew Meacham	Committee Clerk

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

UNANIMOUSLY RESOLVED to appoint Councillor Aves as Chair for the meeting.

PUBLIC PARTICIPATION: One member of the press was present

84/23 Chair of Committee

As three regular members of the committee were absent, this item was deferred to the next meeting.

85/23 Apologies

Apologies were received from Councillor Rabey and Councillor J Crundell.

Councillor J Crundell was substituted by Councillor Ellis.

86/23 Declarations of Interest

There were no declarations of interest.

87/23 Minutes

The minutes of 12 June 2023 having previously been circulated, were approved as a correct record and signed by the chair, Councillor Aves.

88/23 Events Working Group

The notes of the Events Working Group meeting on 6 July 2023 were received.

89/23 Items from Previous Meetings

Town Crier Competition. The committee extended its congratulations to Jacqueline Brady, the first lady Town Crier for Melksham.

Art in the Underpass. The matter was discussed and concerns raised. The Town Clerk will arrange a meeting with Natalie Remington to clarify the situation. Councillor Westbrook and Councillor Aves asked to be part of that meeting.

Peacock Art Trail. Noted.

Breastfeeding Welcome Scheme. Noted. Committee Clerk advised that wording and design had been finalised and Communications & Events Officer was arranging for printing.

Window Competition. Noted. Councillor Mortimer asked if we could involve schools in some way. The Town Clerk suggested a poster competition. There was further discussion on the best way forward. Councillor Aves offered to meet with Councillor Mortimer and The Town Clerk.

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

UNANIMOUSLY RESOLVED to involve local schools in a competition under the banner of Keep Melksham Tidy.

Remembrance Sunday/Christmas. Noted.

90/23 Melksham in Bloom

The Town Clerk gave a verbal update. Head of Operations, Groundstaff, Terri Welch and some of the Melksham Bloomers will be meeting shortly to discuss entry into South-West in Bloom next year, with an emphasis on biodiversity and it being the 60th anniversary of the competition.

91/23 Events Working Group

Councillor Westbrook asked about the bucket collection and suggested the use of card machines. It was noted that the collection is taken by Melksham Christmas Lights and this would be a matter for them.

Standing Orders were suspended to allow Joe McCann to speak. He said that he believed the events working group had decided to charge £1 for the grotto. Councillor Oatley said he also believed this.

Standing Orders were re-instated.

Councillor Mortimer suggested the £1 charge should go to Melksham Carnival.

Councillor Ellis asked if we had permission to use the Art House. Town Clerk confirmed we do have permission.

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

UNANIMOUSLY RESOLVED to confirm the proposals set out in the agenda, save that there be an entry fee of £1 for Grotto.

Meeting Closed at: 7.40 pm

Signed:

Dated:

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MELKSHAM TOWN COUNCIL

Report of the Communications and Events Officer

Purpose of the report

Members to consider funding free yoga classes in King George V (KGV) by Park Yoga.

Proposal

Melksham Town Council Officers contacted Park Yoga to explore the possibility of running yoga sessions in King George V.

Sessions run for 20 weeks from the beginning of May to mid-September. All sessions are held on a Sunday at 9:30 am and are for people of all ages and abilities.

About Park Yoga

Park Yoga is a registered charity: 1183253. This number has been checked with The Charities Commission.

Their mission statement on their website states

‘Park Yoga is for everyone. Our mission is to improve the health and well-being of the public by providing free yoga sessions in an open space for the public benefit. The beneficiaries will extend to those living throughout the UK regardless of age, disability, gender, or ethnicity.’

‘Attendees this year were 49.3k across the season, this is an average of 1,542 per site, 77 per week. Ranging from 16 attendees (on rainy days) up to 250 attendees per week (on well-established sites). Hopefully, this gives you an idea of the size and scale of some communities we are reaching, and how impactful it is.’

More information can be found at Website: <https://parkyoga.co>

Benefits

Promoting a healthy lifestyle.

It brings people together to enjoy the outdoors and exercise as a group, which has additional social benefits, particularly for families, and helps to make Melksham an attractive place for people to visit.

It has very few barriers to entry, and it is free for users.

Has the potential to increase footfall which may benefit Town Centre businesses including Cricketer’s Café.

Financial implications

Classes would be free to all participants, although Park Yoga does solicit donations from participants. The arrangement is that the Town Council are asked to fund the cost of the yoga instructor for £70.00 per session, totalling £1400 for one year.

Park Yoga support (equipment, training, admin, marketing etc) to the value of £1500

Future costs may be subject to change.

How other Town Councils have dealt with Park Yoga

Devizes last year provided a subsidy of £420 towards costs in the hope that it would increase revenue at the park cafe. There was no significant change in revenue. This year they were not willing to provide any subsidy and Park Yoga said they would try to find alternative funding. This was successful as the sessions were taking place. Devizes Council were happy with the service provided by ParkYoga.

Chippenham did not deal directly with Park Yoga but arranged a 4-week taster period through Wilts & Swindon Sports Partnership. This was successful and this year they are paying £1050 with the rest of the funding being sourced by Wiltshire and Swindon Sport. In effect, Chippenham Town Council merely supply the site.

Environmental considerations

Possible use of car travel to the session.

The event uses a mobile P.A system. This may be a problem for neighbouring houses, depending on the exact location.

Risks

Possible low turnout.

The sessions run every Sunday morning from May to mid-September and may conflict with other regular and annual events. Junior Parkrun starts at 8:30 am and finishes by 9:30 am.

Recommendations

Members are requested to decide whether to fund Park Yoga in KGV in 2024 at a cost of £1400 and inset this into the budget for 2024-2025.



MELKSHAM TOWN COUNCIL

Report of the Communications and Events Officer

Purpose of the report

Melksham Town Council to consider using the two BT telephone boxes at Spa Road and Littlejohn Avenue adopted on 16th December 2019 as floral telephone boxes. These are currently used as urinals.

Proposal

Members to consider and approve the provision of floral displays in the season 2024 in the two telephone boxes as above.

Benefits

These phone boxes will be used as part of the portfolio in the Southwest in Bloom Competition in 2024 and Melksham in Bloom 2024.

Financial implication

Purchase of floral display, planters required, and Amenities team time for watering expected to be covered by the proposed budget 2024-2025

Environmental considerations

Improving well-being and phone boxes looking more attractive.

Risks

Vandalism.

Recommendations

Melksham Town Council to authorise the use of telephone boxes for floral display.

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Agenda Item 7

<u>2023</u>	<u>Week</u>	<u>Events</u>	<u>Date</u>	<u>Organiser</u>	<u>Events WG Date</u>	<u>Agenda -Key Points</u>		<u>Key:</u>	
January	Wk 1							MTC Events	
	Wk 2				12th Jan	Christmas Carols Feedback; Coronation		Other events	
	Wk 3								
	Wk 4								
February	Wk 1				2nd Feb	Christmas Light Switch on Feedback and Coronation			
	Wk 2								
	Wk 3								
	Wk 4								
March	Wk 1				2nd March	Coronation; Carnival; PITP?; Mayor's Reception			
	Wk 2	Big Spring Clean							
	Wk 3								
	Wk 4	Mayor's Reception	31st March						
April	Wk 1				6th Apr	Coronation			
	Wk 2	Easter Egg Hunt	8th April	Lions					
	Wk 3								
	Wk 4								
May	Wk 1	CORONATION	6th May		4th May	Final Coronation Meeting; Remembrance- Band and PA system; Confirm which councilor will be at the Shambles event on the 20th & Pride 24th			
	Wk 2								
	Wk 3	Shambles Festival	20th May						
	Wk 4	Makers Mkt							
June	Wk 1				1st Jun	F+RF, Christmas, Remembrance, Melksham Hospital Fete, Food & River Festival - can we help?			
	Wk 2	Melksham Pride	Sat 24th June	Melksham Pride Team					
	Wk 3								
	Wk 4	Melksham Carnival							
July	Wk 1				6th July	Christmas, Remembrance, Apple Pressing Event, Food & River festival - can we help?			
	Wk 2	Melksham in Bloom							
	Wk 3	Melksham Hospital Fete							
	Wk 4								
August	Wk 1				3rd Aug	Christmas, Remembrance, Food & River festival - can we help?? Break or on as Summer holidays, Apple Pressing			
	Wk 2								
	Wk 3								
	Wk 4	Makers Mkt							
September	Wk 1	Food & River Festival 2nd & 3rd	Sat 2nd and Sun 3rd Sept	F&RF Team	7th Sept	Big Christmas Meeting; Remembrance			
	Wk 2	Gardeners' Show							
	Wk 3	ClimateFest?							
	Wk 4								
October	Wk 1				5th Oct	Christmas Carols, Apple Pressing -Friends of Gardens, Paul McMullen			
	Wk 2	Apple Pressing?							
	Wk 3								
	Wk 4								
November	Wk 1				5th Nov	Final Remembrance and Christmas Lights Meeting			
	Wk 2	Remembrance	Sun 12th Nov						
	Wk 3								
	Wk 4								
December	Wk 1	Christmas Market & Lights Switch On	Sat 2nd Dec		7th Dec	Christmas Carols Meeting			
	Wk 2								
	Wk 3	Christmas Carols	Fri 15th Dec						
	Wk 4								

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2024	Week	Events	Date	Organiser	Events WG Date	Agenda-Key Points		Key:	
January	Wk 1				4th Jan	Christmas Market & Lights Switch On; and Carols Feedback; Calendar for the Year; Mayor's Reception; Big Spring Clean		MTC Events	
	Wk 2							Other events	
	Wk 3								
	Wk 4								
	Wk 5								
February	Wk 1				1st Feb	Big Spring Clean; Mayor's Reception			
	Wk 2								
	Wk 3								
	Wk 4								
March	Wk 1				7th March	Big Spring Clean; Mayor's Reception; Easter Egg Hunt; Makers Markets for the Year; Melksham in Bloom			
	Wk 2	Big Spring Clean	15th-31st March	MTC/ Bloomers					
	Wk 3	Mayor's Reception	Fri 22nd March	MTC					
	Wk 4								
April	Wk 1	Easter Egg Hunt	Sat 6th April	Melksham Lions	4th April	Big Spring Clean and Mayor's Reception Feedback; Shambles; Melksham in Bloom			
	Wk 2								
	Wk 3								
	Wk 4								
May	Wk 1	Makers Market	Sat 27th April						
	Wk 2				2nd May	Easter Egg Hunt Feedback; Shambles; Pride; Melksham in Bloom; Pride; Melksham Carnival; Melksham Hospital Fete			
	Wk 3								
	Wk 4	Makers Market	Sat 25th May						
June	Wk 1	Shambles Festival	Sat 1st June	James Wilkins	6th June	Shambles Feedback; Pride; Melksham in Bloom; Melksham Carnival; Melksham Hospital Fete; ClimateFest; Christmas Lights; Food & River Festival			
	Wk 2								
	Wk 3	Melksham Pride	Sat 22nd June	Proud Melksham					
	Wk 4	Melksham in Bloom	Sat 29th June	MTC/ Bloomers					
July	Wk 1	Makers Market	Sat 29th June						
	Wk 2				4th July	Pride and Melksham in Bloom Feedback; Melksham Carnival; Melksham Hospital Fete; Food & River Festival; ClimateFest; Christmas Carols; Gardener's Show			
	Wk 3	Melksham Carnival	Sat 13th July	Melksham Carnival Team					
	Wk 4	Melksham Hospital Fete	Sat 13th July	Friends of Melksham Hospital					
August	Wk 1				1st August	Melksham Carnival and Melksham Hospital Fete Feedback; Food & River Festival; ClimateFest; Gardener's Show; Christmas Lights; Remembrance			
	Wk 2								
	Wk 3								
	Wk 4								
September	Wk 1	Food & River Festival	Sat 7th and Sun 8th Sept	F&RF Team	5th Sept	Food & River Festival; ClimateFest; Gardener's Show; Apple Pressing; Christmas Lights; Remembrance			
		ClimateFest	Sat 7th Sept	MTC					
	Wk 2	Melksham Gardener's Show	Sun 15th Sept	Melksham Gardener's Society					
	Wk 3								
October	Wk 4	Makers Market	Sat 28th Sept						
	Wk 1				3rd Oct	Food & River Festival, ClimateFest and Gardener's Show Feedback; Apple Pressing; Remembrance; Christmas Lights			
	Wk 2	Melksham Community Apple Pressing Day							
	Wk 3								
November	Wk 4								
	Wk 1				7th Nov	Apple Pressing Feedback; Remembrance; Christmas Lights; Christmas Carols			
	Wk 2	Remembrance	Sun 10th Nov	MTC					
	Wk 3								
December	Wk 4	Makers Market	Sat 30th Nov						
	Wk 1	Christmas Market & Lights Switch On	Sat 7th Dec	MTC	5th Dec	Remembrance Feedback; Christmas Lights; Christmas Carols			
	Wk 2								
	Wk 3	Christmas Carols	Fri 13th Dec	MTC					
	Wk 4								

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