

Melksham Town Council

Minutes of the Assets & Facilities Committee

held at Melksham Town Hall on Monday 1 June 2026

PRESENT: Councillor A Westbrook Chair
Councillor P Alford
Councillor P Aves
Councillor S Rabey
Councillor J Westbrook
Councillor A Whitlock

IN ATTENDANCE

OFFICERS Hayley Bell CEO/Town Clerk
Dave Elms Amenities Manager
Robert Reay-Waugh Venues Manager
Dominic Rutterford (Virtually) Communications

PUBLIC one member of the public was present and two members of the public were present virtually

1/26 Apologies

There were no apologies.

2/26 Declaration of Interest

There were no declarations of interest.

3/26 Minutes

The minutes of 20 April 2026, having been previously circulated, were approved as a correct record and signed by the Chair Councillor.

4/26 Chairs Announcements

The Chair read a statement about the Splashpad. Members discussed the issue.

The Chair gave an update on work to the CCTV.

5/26 Public Participation

Would Melksham Town Council consider an event similar to the Calne Spring Sing, possibly in the summer? The Chair asked the Chair of Community Committee to consider this, possibly as a part of the Melksham Festival.

6/26 Vice Chair

Councillor Whitlock was nominated.

It was proposed by Councillor J Westbrook, seconded by Councillor Rabey and

UNANIMOUSLY RESOLVED to appoint Councillor Whitlock as Vice Chair of the Assets & Facilities Committee.

7/26 Speedwell Play Park

The Amenities Manager and the CEO spoke to the item.

Members discussed the cost and materials.

It was proposed by Councillor J Westbrook, seconded by Councillor Whitlock and

UNANIMOUSLY RESOLVED to request the CEO to obtain further quotes and bring the matter back to the next full council meeting, with a recommendation from the committee for a wooden fence in keeping with the aesthetic.

8/26 No Mow May

The report was noted.

It was proposed by Councillor A Westbrook, second by Councillor Whitlock and

UNANIMOUSLY RESOLVED that the matter be put on the agenda for January, or the nearest meeting, with a full comms plan.

9/26 Refill Water Station

The Amenities Manager spoke to the item.

Members asked about drainage, hygiene and payment of the water bill.

The installation of the refill water station at King George V Play Park was noted.

10/26 Play Park Project

The progress made in preparing the refurbishment of Dunch Lane Play Park and Riverside Play Park, including the development of procurement documentation and resident communications was noted.

11/26 Bowerhill Depot Relocation

The Amenities Manager and the Venue Manager spoke to the item.

Members asked questions about planning and building regs. Offers advised clarification had been requested from Wiltshire Council.

The report was noted.

12/26 Splashpad

The Amenities Manager spoke on the issue of the pump

It was proposed by Councillor A Westbrook, seconded by Councillor Aves and

UNANIMOUSLY RESOLVED to proceed with purchase of a replacement pump and allocate funds from the Splashpad Sinking Fund. Delegated powers are given to the CEO up to a maximum of £2500, with a preference for a local company if that is a viable option.

13/26 Venue Managers Report

The Venues Manager gave his report.

Some questions were asked.

There was a request that future social media interactions be split to “likes” and “comments and shares”.

14/26 Parish Emergency Assistance Scheme

The application was noted. Members asked why the preferred collection location was Warminster rather than the closer Chippenham.

Meeting closed at: 20:45

Signed

Dated