

# Public Document Pack

## Melksham Town Council

### Minutes of the Asset Management and Amenities Committee meeting held on Monday 11th October 2021

**PRESENT:** Councillor C Goodhind (Chair)  
Councillor C Forgacs (Vice-Chair)  
Councillor C Houghton  
Councillor L Lewis  
Councillor J Oatley  
Councillor T Price

**IN ATTENDANCE:** Councillor P Aves

|                  |                   |                               |
|------------------|-------------------|-------------------------------|
| <b>OFFICERS:</b> | Linda Roberts     | Town Clerk                    |
|                  | Christine Hunter  | Committee Clerk               |
|                  | Hugh Davies       | Amenities Manager             |
|                  | Miriam Zaccarelli | Community Development Officer |

**PUBLIC:** One member of the press was present

#### **32/21 Apologies**

Apologies were received from Councillors J Crundell and S Crundell.

#### **33/21 Declarations of Interest**

There were no declarations of interest.

#### **34/21 Minutes**

It was proposed by the Deputy Town Mayor, Councillor Goodhind, seconded by Councillor Oatley and

**UNANIMOUSLY RESOLVED** that the minutes of the Asset Management and Amenities Committee meeting held on 2 August 2021, having previously been circulated, be approved as a correct record and signed by the Deputy Town Mayor, Councillor Goodhind.

#### **35/21 East of Melksham Community Centre**

David Sharp of BTA Architects gave a presentation on the plans for the East of Melksham Community Centre. He stated the ideas were conceptual and would require input from the Council to produce a more detailed design. The initial site proposed under S 106 by the developer was for a smaller hall. The site at Spa Road could provide a larger hall with outside space, but there are issues with the

proposed access. David confirmed that other access points had been explored, and further engagement would be required with Wiltshire Council Highways team and the developer.

The Town Clerk stated the release of the funding for the hall would be dependent on the occupation of 300 houses. Officers are monitoring the level of occupancy regularly.

The Deputy Town Mayor, Councillor Goodhind, thanked David Sharp for his presentation.

### **36/21 New Amenities Building at King George V Park (Maintenance Shed)**

Richard Page from MVG architects reported on the plan to replace the existing disused building with a new building on a slightly smaller footprint with a simple, cost-effective solution. Richard confirmed the new building could not effect the roots of a nearby tree, or lose any car parking spaces. The architect are waiting for Town Council permission to submit the planning application to Wiltshire Council for approval which should take approximately thirteen weeks.

Town Clerk confirmed that Council had resolved to apply for a public works loan to fund the build, however further agreement for additional funding may be required from Council.

It was proposed by the Deputy Town Mayor, Councillor Goodhind, seconded by Councillor Price and

**UNANIMOUSLY RESOLVED** that NVB Architects are requested to submit the planning application to Wiltshire Council for the new Amenities Building at King George V Park.

The Deputy Town Mayor, Councillor Goodhind, thanked Richard for his presentation.

### **37/21 King George V Park**

The Amenities Manager reported on:

Works Undertaken During the Year:

- opening the Cricketers Café in King George V Park.
- running the Splashpad.
- extensive staff training.
- re-established links with the Sparkle Team and the Parish Steward.
- introduction of 7 days-a-week working for the Amenities Team.
- the excellent standard of horticultural aspect within the town which had resulted in a Gold South-West in Bloom award.

Current Works:

- working to open the Toilets in Bath Road.
- installing solar lighting as perimeter lighting for King George V Park.
- two companies are quoting to survey the drainage requirements in the Sensory Garden.
- installing blocks and additional bollards to stop unauthorised encampment on King George V Park.
- the fenced off large slide was the responsibility of the contractor to repair.
- creating the capability in the new Maintenance Shed to sub meter the electricity to supply to King George V Park for larger events.

Future Works:

- a decision is required on how the Cricketers café would be managed in the future.
- two park ranger posts would be advertised to commence in March 2022.
- the market place toilets consultation had ended and results would be shared with Melksham Without Parish Council, who contribute towards the operating costs, to be involved in the final decision.
- phone boxes would be painted by volunteers.

The Town Clerk confirmed the council would need to review the play equipment in King George V Park near the zip line to earmark funding for replacement equipment in future.

**38/21 Hiring of Parks and Skatepark Policy**

The report of the Assistant Town Clerk was noted.

The committee considered costs for hiring Parks and the Skatepark when compared with other local council's charges.

The Town Clerk confirmed the policy would be monitored and charges could be amended where appropriate.

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

**RESOLVED** that the Hiring of Parks and Skatepark Policy be adopted by the Council.

**39/21 Draft Budget of the Asset Management and Amenities Committee 2022-2023**

The committee received the draft Asset Management and Amenities Committee budget for 2022-2023.

The Town Clerk explained the 2022-2023 budget figures. She confirmed this the first budget attempt and there would be several opportunities to craft the budget before setting the precept in January 2022. After the committee had

reviewed this budget it would be forwarded to the Finance, Administration and Performance Committee.

The Town Clerk explained the defibrillator budget increase to £8,000 covered the cost of replacing old equipment. She suggested the Committee start an earmarked reserve/sinking fund in order to budget for replacement equipment.

The Town Clerk confirmed the Bowerhill unit would no longer be required when the new Maintenance Shed is built in King George V Park. The Bowerhill rent currently paid would be used to repay the cost of the loan from the Public Works Board.

**40/21 Party in the Park**

The Committee considered the request from the organisers of Party in the Park to use the King George V Park for their event in 2022. The request included power and water to be provided by the Town Council, the Café to remain open but the Splashpad and the children’s play area to be closed.

The Town Clerk confirmed provision of security would be the responsibility of the organisers.

It was proposed by the Deputy Town Mayor, Councillor Goodhind, seconded by Councillor Forgacs and

**UNNIMOUSLY RESOLVED** to support the request to hold the event in King George V Park in 2022, with power and water being provided by the town council. The request to be recommended to the Full Council meeting to be held on 25 October 2021 for approval.

Meeting Closed at: 8.24 pm

**Signed:** .....

**Dated:**