

A/2/2010-2011

WOOTTON BASSETT TOWN COUNCIL

Minutes of a Meeting of the Amenities Committee held on Thursday 3rd June 2010 at 7.30pm in the Council Chamber, Council Offices, Station Road, Wootton Bassett

PRESENT: Councillor: Steve Bucknell, Mary Champion, Susan Doyle, Linda Frost, Owen Gibbs, Mike Leighfield, Bill Roberts and Chris Wannell

Also in Attendance: Councillor: Peter Doyle

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Team Leader
Susan Huish, Administrative Assistant and
Avril Reeves, Administrative Assistant

3. APOLOGIES

No Apologies were received.

4. DECLARATIONS OF INTEREST

To receive declarations of interest in accordance with the Local Authorities (Model Code of Conduct) Order 2007.

RESOLVED to note that no declarations were made.

5. CHAIRMANS ANNOUNCEMENTS

The Chairman made the following announcements:-

- The Jubilee Lake Group is holding an event at Jubilee Lake on Saturday 3rd July 2010, from 10am to 4pm. A bat walk will take place at the lake at around 9.15pm
- Wootton Bassett and Cricklade Area Board are holding a Local traffic and Highways Working Group meeting at Cricklade Council Offices on 14th June 2010, 6pm-8pm.

- Wootton Bassett and Cricklade Community Area are hosting a Community planning workshop at Lyneham primary school on 22nd June 2010 between the hours on 6.30-8.30pm.

6. CONFIRMATION OF MINUTES

RESOLVED to confirm and sign minutes of meetings of the Amenities Committee held on Thursday 11th March 2010 [A/6/2009-2010] and Thursday 13th May 2010 [A/1/2010-2011]. Copies previously circulated.

7. JUBILEE LAKE COMMUNITY GROUP

To consider reports on meetings of the Jubilee Lake Community Group held on Wednesday 31st March 2010 and Thursday 29th April 2010. Copies were previously circulated.

Avril Reeves, Administrative Assistant, updated Members on the Jubilee Lake event, which is to be held on Saturday 3rd July 2010. Events on the day include fishing on the lake, a variety of stalls from The Wiltshire Wildlife Trust, The Canal Trust, The Camera Club and Wootton Bassett Guides, and in the evening, the bat walk. The main attraction of the day will be Dog Flyball.

Use of the Ballards Ash car park has been agreed for this event.

Thanks were given to Avril Reeves for her report.

RESOLVED to adopt the report noting that the Town Council display advisory signs requesting that dogs should be kept under control within the Jubilee Lake area, as there are nesting birds.

Further RESOLVED to waive any charges for cricket on Friday 3rd July 2010.

8. EVENTS WORKING PARTY

At a meeting of the Amenities Committee held on Thursday 11th March 2010, Members resolved to adopt the Event Working Party report, noting that the question of moving the Christmas Lights event to an

alternative day be considered following further consultation with the Chamber of Commerce.

Angie Reeves, Secretary to the Chamber of Commerce, explored this idea with a number of High Street Traders although no clear preferences were expressed.

RESOLVED to proceed with the Christmas Lights event on Friday 3rd December 2010 as planned.

9. CAR PARKING AT THE CIVIC CENTRE

Report from Avril Reeves, Administrative Assistant. Copy was attached.

At a meeting of the Amenities Committee held on Thursday 11th March 2010, Members requested an investigation into ways of alleviating the car parking problem at the Civic Centre.

At the above meeting, Councillors advised that sometimes there was not enough car parking spaces for bookings made at the Civic Centre, in particular when there were Council meetings booked. It was thought that local residents park their vehicles in the Civic Centre car park.

Helen White, Caretaker for the Civic Centre, had taken the step of issuing notices on the cars stating that the car park is for authorised users only and a permanent sign stating that the car park is a private car park is situated at the entrance of the Civic Centre.

A letter was sent to Bevirs Solicitor to check if there were any legal implications in allowing local resident to park in this area. It was suggested, in order to put the matter beyond any doubt, it would be very sensible if a written Licence Agreement was in place with each resident who has been using the car park.

Members were advised that the cost to create a pro-forma, which could be used directly with the local residents, would be around £200 to £300.

The Committees instructions were sought.

RESOLVED not to use the services of Bevirs Solicitors but produce a letter from the Town Council to remind local residents that the car park at the Civic Centre is owned by the Town Council but that residential use is permitted by the Council at the present.

10. NEW ROAD FENCE

Report from Ralph White, Grounds Maintenance Team Leader, as requested at the Amenities meeting held on Thursday 11th March 2010. Copy was attached.

The report provided Members with information which included;-

- different types of fencing
- life expectancy
- terms and guarantees
- maintenance costs
- quotes

In view of the poor condition of the existing fence and in allowing children to gain access to the Highway, it was recommended the fence be renewed with the green, powder coated palisade fencing.

Having considered the options, Members decided to proceed with the green, powder coated palisade fencing.

Three quotes were considered as follows;-

- £12,958
- £13,768
- £14,874

RESOLVED to accept the quote from Bulldog Sheds and Fencing to replace the chain link fence at the New Road Play Area at a cost of £12,958.

11. WAR MEMORIAL SURROUND

Report from Mr Ralph White, Grounds Maintenance Team Leader and Michelle Temple, Administrative Team Leader, detailing investigations

in respect of the War Memorial Surround as requested at the Amenities meeting held on Thursday 11th March 2010. Copy was attached.

The report explored the costings and health and safety issues regarding the retention of the War Memorial surround as a permanent fixture. A copy of the risk assessment from Safewell Limited was attached.

The Committees instructions were sought.

RESOLVED to:-

[a] Write to Safewell Limited to challenge the arithmetical figures set out in the risk assessment

[b] Express general preference for turf as a permanent fixture and short term, replace the turf with new turf

[c] Consider painting the surround and chain with white paint to improve visibility.

Further RESOLVED to consider this further when we receive a reply from Safewell Limited.

12. GRANTS/EVENTS

Report from Susan Huish, Administrative Assistant. Copy was attached.

At a meeting of the Amenities Committee held on Thursday 6th March 2008, Members resolved that no Summer High Street Festival be held in 2008. Members agreed that at a cost of £30,005, the summer event was no longer offering good value for money.

It was further resolved that the Council should work towards supporting an event in Carnival week 2009 and to authorise the Town Clerk to sanction up to £2,500 in grants from the High Street Festival, Street Entertainment budget. In 2009/2010, the Council decided not to budget for a Summer High Street Festival but continued to support events organised by others.

In the 2010/2011 financial year, an amount of £5,000 was allocated to Permitted Grants under Christmas Lights and Events – 4701/403, in order to fund local groups with events. The balance to date is £5,237.88

having taken into account savings from 2009/2010 and existing commitments.

The budget for Grant aid applications under Revenue and Resources Grants and Donations – 4750/107 was reduced by half in the 2009/2010 financial year and currently stands at £1,500. No grants have been awarded in the current financial year.

At the last meeting of the Amenities Committee, problems occurred when a letter, requesting grant funding, was submitted by Gillian Hughes, Secretary of the Carnival Committee. Members felt that it was unfair that the Carnival did not apply through the usual Grant Aid scheme and asked whether this grant aid should, in future, be administered under the Revenue and Resources Committee Grant Aid Scheme.

The Committees instructions were sought.

RESOLVED that all Grant Aid awards are managed by Revenue and Resources and that the budget and balance is transferred to Revenue and Resources accordingly.

Further RESOLVED that the full amount of £5,000 be ring fenced for the purpose of supporting local events and that any outstanding balance at the end of the financial year 2010-2011 is not rolled over.

13. PRESS RELEASES

The Committee was asked to consider whether it would like any Press Releases issued in respect of the Committee Agenda items.

RESOLVED not to issue any press released

Meeting closed at 8.38.pm