

AGENDA

QUESTION TIME

To receive questions from members of the public for a period not exceeding ten minutes.

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To receive Declarations of Interest in accordance with sections 10 and 12 of Wiltshire Council's Members Code of Conduct, as adopted by Royal Wootton Bassett Town Council at a meeting held on 12th July 2012.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman wishes to update members in respect of the following: -

- a) Discussions with Wiltshire Council Highways in respect of the possible adoption, for maintenance purposes, of the roundabout in Bincknoll Lane under a Section 96 License.
- b) Ongoing discussions with residents in the area of Otter Way following the Committee's decision in June 2017 to confirm installation of a picnic shelter in the park.
- c) Condition of the stormwater drain running from Marsh Farm into Jubilee Lake and a meeting held with the Council's drainage engineer on Tuesday 8th August 2017.

- d) Progress to design a scheme of repairs for the damaged culvert at Richards Close.
- e) Lake Erosion Project – following the site meeting with Peter Brett Associates on 18th July 2017, progress to put the agreed works out to tender in accordance with the Public Contracts Regulations 2015.

4. CONFIRMATION OF MINUTES

To confirm and sign minutes of a meeting of the Amenities Committee held on Thursday 1st June 2017 (A/2/17-18), Copies previously circulated.

5. LITTER REPORT

- a) To receive a copy of the latest Litter Report, copy attached, *Appendix A*.
- b) The Chairman of the Area Board, Wiltshire Councillor Allison Bucknell, has forwarded a request on behalf of the Wiltshire Wildlife Trust in respect of their ‘Drop The Rubbish Attitude’ campaign, run in conjunction with schools. Campaign information pack attached, *Appendix B*.

The Council is asked to appoint a member to the judging panel.

6. BOROUGHFIELDS PUBLIC TOILETS

To receive a report from Gillian Welsman-Clarke to update members on the public toilet project in Boroughfields Shopping Centre, copy attached *Appendix C*.

7. BLAIN TREE

Royal Wootton Bassett's Twin Town of Blain in France have donated a Ginkgo Biloba tree to the town. The Twinning Association have suggested that the tree be planted on Marlowe Way, in the vicinity of the Stone Poppy.

The Committee's views are sought.

8. BARBECUE POLICY

It has been brought to the attention of the Town Council that people are using the Jacqui Woolford Memorial Park as an area in which to hold barbecues. At present, there is no policy on using the open spaces in the town for this purpose.

The Committee's views are sought.

9. PLAY AREA MAINTENANCE

The Council has budgeted £4,500 for play area maintenance in 2017-2018. The Amenities Committee has responsibility for the budget, together with its other responsibilities.

Annual maintenance checks of all the Town Council's Play Areas are undertaken by ROSPA, the leading organisation for the prevention of accidents in the UK. ROSPA allocates each piece of play equipment a score, ranging from 1 to 21, which equates to the level of risk associated with the item. All items of play equipment contain a certain level of risk, even when they are newly manufactured and in perfect condition.

ROSPA guidance explains that items which score between 1 and 3 are considered to be very low risk. Scores between 4 and 7 are low risk, and would only need to be monitored for any deterioration with no immediate action recommended. ROSPA advise that the appropriate action for any medium risk items, classed as between 8 to 12, is to address individual issues as far as resources allow. Items considered to be high risk, between 13 and 20, require

urgent action. If an item were to be assessed at level 21, unacceptably high risk, the ROSPA Inspector would immediately recommend closure of the item of play equipment.

In addition to the annual ROSPA safety inspection, Council Ground Staff inspect all items of play equipment a minimum of twice per week in a recorded inspection. All ground staff are members of the Register of Playground Inspectors International Ltd and are ROSPA trained.

The Chairman has asked Officers to explore the possibility of sourcing maintenance on all items of equipment identified within the ROSPA inspection reports. 42 of the items were classed as low risk, and 6 as medium. One item of equipment was scored at 13, falling just inside the high category.

The Council normally only replace or repair items when they are progressed as high risk in the weekly inspection, however on this occasion three quotes were sought for the replacement and repair work. One of the three companies pulled out of providing a quote, therefore the remaining prices are:-

Company A – £13,705.42

Company B - £23,800.52

The immediate discrepancy between the prices above has resulted from Company A not providing prices for a number of items which Company B has quoted for. To obtain a like-for-like comparison, the items not covered by Company A were stripped out of the quotation provided by Company B. This resulted in £13,680 dropping out of the quotation from Company B, leaving the total at £10,120.52. This represents a saving of £3,584.90 over Company A across like-for-like quotations.

In addition to the above, Council staff have an in-house repair list as with 21 items, of which 13 are complete, 8 are outstanding and expected to be completed by mid September.

The Committee is asked to consider whether to recommend a change in the play equipment maintenance policy, and if so to identify a budget for this purpose.

10. GOAL POSTS – OTTER WAY

Request from Councillor Mike Farrow asking the Committee to consider the relocation of the goal posts to prevent hooliganism against residents.

The Committee's instructions are sought.

11. COMMUNICATIONS

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

12. EXCLUSION OF THE PUBLIC AND PRESS

The Committee is asked that members of the public and press be requested to leave the meeting to allow discussion of the establishment, property and finance matters as it is considered the publicity would be prejudicial by reason of the confidential nature of the business to be transacted.