

AMENITIES COMMITTEE

Draft Minutes of the Meeting in the Large Hall of the Town Hall, Calne On Monday 5th June 2017

PRESENT: Cllr Tony Trotman – Town Mayor (Ex officio)
Cllr Howard Marshall – Deputy Town Mayor (Ex officio)
Cllr John Bennett
Cllr Declan Boore
Cllr Heather Canfer (Vice-Chair)
Cllr David Conway
Cllr Ian Thorn
Cllr Greg Widger (Chair)

IN ATTENDANCE: Cllr John Boaler

OFFICERS: Jeannette Young – Acting Proper Officer
Kevin Whitehorn – Head of Leisure and Events
Alison Cawkwell – Finance Officer
Mark Edwards – Business Support Officer

The Town Mayor welcomed Mark Edwards our newly appointed Business Support Officer

PRESS & PUBLIC:

There were no members of the press or public in attendance.

1/17 ELECTION OF CHAIR

It was proposed by the Town Mayor, Councillor Trotman, seconded by the Deputy Town Mayor, Councillor Marshall and

UNANIMOUSLY RESOLVED to elect Councillor Widger as Chair of this committee for the municipal year.

Councillor Widger assumed the chair.

2/17 ELECTION OF VICE CHAIR

It was proposed by Councillor Thorn, seconded by the Deputy Town Mayor, Councillor Marshall and

UNANIMOUSLY RESOLVED to elect Councillor Canfer as Vice Chair of this committee for the municipal year.

3/17 ELECTION OF PROPER OFFICER

The Chair reminded members that whilst Jeannette Young has agreed to assume the role of Acting Proper Office in the Town Clerk's absence, she is not CILCA trained and has no legal or financial qualification in this sector. Jeannette may be unable to answer some questions

from members at meetings, however, she will take any unanswered questions away, seek advice and/or guidance and respond as soon as practicable.

It was proposed by the Town Mayor, Councillor Trotman, seconded by the Deputy Town Mayor, Cllr Marshall and

UNANIMOUSLY RESOLVED to elect Jeannette Young, Acting Town Clerk, as Proper Officer for this meeting.

4/17 APOLOGIES

Apologies were received from Cllr Rich Jones.

5/17 DECLARATIONS OF INTEREST

Declarations of interest were received from:

Cllr Bennett - Item 11 - was an employee of one the companies who submitted a bid. He would not speak or vote on the item but would remain in the meeting.

Cllr Canfer – Item 12 – as she had known the couple concerned for over twenty years.

Cllr Conway – Item 17 - was the Rugby Club representative - he would leave the meeting at the start of the confidential session and not take part in any conversation or subsequent vote.

6/17 MINUTES

The minutes of the meeting of the Amenities Committee held on Monday 27th February 2017 having been circulated, were confirmed as a correct record and signed by the Chair.

7/17 START TIME FOR THIS COMMITTEE

Deputy Town Mayor, Cllr Marshall explained that this meeting had previously started at 18:00 but had been changed to 18:30 to allow members who work to attend.

It was proposed by the Deputy Town Mayor, Cllr Marshall, seconded by the Town Mayor, Cllr Trotman and

UNANIMOUSLY RESOLVED to keep the start time of the Amenities Committee meeting as 18:30 for the municipal year

8/17 WORKING GROUP MEMBERSHIP 2017/2018

Cllr Thorn asked for an explanation of the role of Skate Park steering group. Deputy Town Mayor, Cllr Marshall, explained that this group had two representatives but that it no longer received support from the Area Board. There is wider membership who support fundraising.

In relation to Phase 2 the working group require guidance and support in obtaining funding from charities and how to go about things the right way. The group meets fortnightly at the Fire Station. Cllr Conway and Cllr Thorn mentioned that they were unaware of the timing of the meetings.

Cllr Bennett asked about the plan for the area at the rear of the Town Hall. Cllr Boaler asked how much money it might cost. Jeannette Young updated the meeting that Wiltshire

Council own the buildings which housed the former fire and ambulance station. Work has been completed to make the building safe, Surveyors on behalf of the Town Council have inspected the property. The next step would be to apply for funding and if successful the Town Council could take on ownership of the buildings.

It was agreed that the membership of the following working groups should be made up of members of this committee to allow for effective reporting back on issues under the remit of the committee.

The following memberships were agreed:

SKATEPARK WORKING GROUP

Town Mayor
Deputy Town Mayor
Cllr Canfer
Cllr Conway
Vacancy

This group meets fortnightly at the Fire Station

SPORTS FACILITIES WORKING GROUP

Town Mayor
Deputy Town Mayor
Cllr Conway
Cllr Bennett
Cllr Thorn

This group is to be re-instated by Kevin Whitehorn

TOWN HALL WORKING GROUP

Town Mayor
Deputy Town Mayor
Cllr Canfer
Cllr Boore
Cllr Widger

This group meets when required either before or after an existing meeting

HERITAGE QUARTER STEERING GROUP

Town Mayor
Deputy Town Mayor
Cllr Bennett

RECREATION CLUB WORKING GROUP

Town Mayor
Deputy Town Mayor
Cllr Bennett
Cllr Thorn
Vacancy

BRITAIN IN BLOOM WORKING GROUP

Town Mayor
Deputy Town Mayor
Cllr Canfer
Cllr Boore
Vacancy

This group meets on a Monday morning at 11am.

It was further agreed that any vacancies on the above group would be taken to Full Council on the 19 June 2017.

9/17 9 PATFORD STREET WATER INGRESS

The report from Stuart West, Head of Operations, was considered. Town Mayor, Cllr Trotman, explained that this was an emergency repair and taken under a delegated decision.

It was proposed by the Town Mayor, Cllr Trotman and seconded by the Deputy Town Mayor, Cllr Marshall, and

UNANIMOUSLY RESOLVED to note the expenditure of £2469.55 from 901-9001, Earmarked Reserves F&GP, General Maintenance.

10/17 BANK HOUSE WATER INGRESS

The report from Stuart West, Head of Operations, was considered. Cllr Canfer said that these repairs were way overdue. Cllr Marshall said that there had been issues some years ago.

It was proposed by Cllr Canfer, seconded by the Deputy Town Mayor, Cllr Marshall, and

UNANIMOUSLY RESOLVED to approve the works with maximum funding of £6000 to be taken from 901-9001, Earmarked Reserves, FG&P, General Maintenance.

11/17 TOWN HALL CURTAINS FOR THE COUNCIL CHAMBER

Cllr Canfer updated the meeting. The current curtains are around 40 years old. The proposal is to replace the curtains and curtain poles. Three quotes have been provided. The room is used more frequently for weddings.

It was proposed by the Town Mayor Cllr Trotman, seconded by Cllr Thorn and

RESOLVED to accept the quotation from Goldmans Interiors Ltd and place an order at a cost of £2040+VAT.

Cllr Bennett had declared an interest in this item. He did not take part in the conversation or vote.

12/17 MARDEN FARM ALLOTMENTS

The meeting considered a residents letter regarding the allocation of allotments at Marden Farm.

Jeannette Young updated the meeting that handover has not yet taken place. The gates were in the wrong place and additional land either side of the car park will be transferred which was not part of the original discussions.

Deputy Town Mayor Cllr Marshall said that the land will come into Calne once the boundary change takes place.

Cllr Boaler asked if the Town Council could consider leasing land for the creation of additional allotments.

It was **unanimously agreed** to:

1. Investigate the opportunity to create additional plots from the land either side of the car park.
2. Investigate the opportunity for existing plot holders to swap once vacancies occur.

3. Recommend to the Town Development and Planning Committee that they consider opportunities for additional allotment plots to be obtained through the planning process.
4. Jeannette Young will write to Mr & Mrs Purton to respond to their letter and advise them to join the waiting list.

13/17 REQUEST FOR LITTER BIN AT THE BOTTOM OF SARUM WAY IN CASTLE WALK

The report from Stuart West, Head of Operations, was considered. Jeannette Young explained that Wiltshire Council no longer replace litter or dog bins.

Cllr Canfer queried the cost of replacing bins. Cllr Widger queried whether the Town Council should be installing and servicing bins on land owned by Wiltshire Council. Cllr Thorn asked if there was a budget. Town Mayor, Cllr Trotman, explained that each committee had a budget. Cllr Thorn said that if there was budget this seemed a sensible proposal requested by local residents and was a way of the Town Council being visible. Cllr Widger asked about benefits of installing two bins which allow for hand sorting of recyclable waste. Cllr Bennett said that there was another bin within a short distance in Castle Walk. Deputy Town Mayor, Cllr Marshall said that with future provision of services which could be transferred, decisions now needed to be carefully considered. Cllr Canfer updated the meeting that Wiltshire Council has an online map which shows the location of bins.

It was proposed by Cllr Thorn, seconded by Cllr Boore and

UNANIMOUSLY RESOLVED to replace the existing bin with a post mounted bin with the possibility of a Calne Town Council label attached to be investigated.

14/17 SWINDON TOWN FOOTBALL CLUB RELOCATION TO BEVERSBROOK (FIRST AND UNDER 18's TEAM TRAINING)

The report from Kevin Whitehorn, Head of Leisure & Events, together with a draft user agreement was considered.

Swindon Town Football Club had approached Calne Town Council to use the Beversbrook facility for 2 or 3 years. The club have land at Highworth which they plan to develop subject to planning permission.

The Town Mayor, Cllr Trotman, welcomed the income but asked if the usage would stand up to it and whether the players would need to wear special boots when using the 3G pitch.

Kevin Whitehorn confirmed that the relationship between the Club and Beversbrook was very positive and that the grounds team would say what is playable.

Cllr Bennett asked if the ground was mistreated in any way could it be taken back. Kevin Whitehorn confirmed with the exclusive use of the pitch it was in the interest of the club to look after it. Should this not happen it was written into the agreement.

Cllr Thorn felt that it was a positive move as it was the closest professional football team. It would be good to explore possible marketing opportunities with John Bentley School and primary schools as well as hosting visiting teams who are playing at Swindon.

It was proposed by Cllr Thorn, seconded by the Deputy Mayor, Cllr Marshall and

UNANIMOUSLY RESOLVED to approve the User Agreement with Swindon Town Football Club and for the Town Mayor, Cllr Trotman, to sign the agreement.

15/17 CASTLEFIELDS CANAL AND RIVER PARK ASSOCIATION

Minutes of the meeting held on 18th May 2017 were noted.

16/17 BRITAIN IN BLOOM WORKING GROUP

Minutes of the meetings held on 10th April and 8th May 2017 were noted.

17/17 CONFIDENTIAL SESSION

It was proposed by the Town Mayor, Cllr Trotman, seconded by Deputy Mayor Cllr Marshall and

UNANIMOUSLY RESOLVED that in view of the sensitive nature of the business to be transacted, that the public and press be excluded, and they are instructed to withdraw.

Cllr Conway left the meeting.

This part of the meeting closed at 19:30

17.1 Confidential Minutes

The Confidential minutes of the meeting of the Amenities Committee held on Monday 27th February 2017 having been circulated, were confirmed as a correct record and signed by the Chair.

17.2 Recreation Club Working Group Minutes – Notes of the meeting held on 5th April 2017 along with an update from the Acting Town Clerk were discussed.

The Meeting Closed at 20:15