

## **AMENITIES COMMITTEE**

### **Minutes of the Meeting in the Large Hall of the Town Hall, Calne On Monday 23<sup>rd</sup> October 2017**

#### **PRESENT:**

Cllr John Bennett  
Cllr Declan Boore  
Cllr David Conway  
Cllr Terry Couchman  
Cllr Robert Merrick (substitute for Cllr Canfer)  
Cllr Greg Widger (joined meeting at 19:15)

**OFFICERS:** Jeannette Young – Acting Proper Officer  
Kevin Whitehorn – Head of Leisure (left meeting at 19:30)  
Mark Edwards – Business Support Officer

#### **PRESS & PUBLIC:**

No members of the public or press were present

#### **39/17 ELECTION OF CHAIR**

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

**UNANIMOUSLY RESOLVED** to elect Cllr Conway as chair for this meeting.

#### **40/17 ELECTION OF PROPER OFFICER**

The Chair reminded members that whilst Jeannette Young has agreed to assume the role of Acting Proper Office, she is in the process of becoming CILCA trained but 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 Cllr Bennett, seconded by Cllr Merrick and

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

#### **41/17 APOLOGIES**

Cllr Tony Trotman – Town Mayor (Ex officio)  
Cllr Howard Marshall – Deputy Town Mayor (Ex officio)  
Cllr Heather Canfer (Vice-Chair)  
Cllr Ian Thorn

#### **42/17 DECLARATIONS OF INTEREST**

Declarations of interest were received from:

Cllr Conway – Recreation Club - he would address the meeting but not take part in any conversation or subsequent vote.

#### **43/17 MINUTES**

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

**RESOLVED** to approve the minutes of the meeting of the Amenities Committee held on Monday 4<sup>th</sup> September 2017 having been circulated, and were signed by the Chair.

Cllr Merrick abstained as he was not at the meeting.

#### **44/17 TOWN GUIDE MAGAZINE**

The current arrangement is in place until February 2018. Feedback will be presented to the Amenities Committee on 26 February 2018 in accordance with the resolution made on 24 October 2016.

#### **45/17 BRITAIN IN BLOOM/CALNE IN BLOOM**

Cllr Merrick provided the following update on behalf of Cllr Canfer. It is the fourth year running that the Town has attained GOLD. To get this we needed the involvement of our community, which we have in abundance. We also have our town centre displays, grass cutting and general tidiness of the town by our grounds staff. We also got 14 awards from South West in Bloom in the, ITS YOUR NEIGHBOURHOOD group. These are groups like Church, gardens, schools and local groups like Castlefields, CARP, Marden House and our own Beversbrook.

#### **46/17 WORKING GROUP MINUTES**

**46.17.1 Sports Facilities Group meeting** – notes of the meetings on 9<sup>th</sup> August and 18<sup>th</sup> October were received.

Kevin Whitehorn gave an update on the proposal for a joint grant bid.

It was proposed by Cllr Conway, seconded by Cllr Bennett and

**UNANIMOUSLY RESOLVED** to approve a dual funding application from Calne Town Council to the Football Foundation to enable the project to be carried out and delegate to the Head of Leisure to progress.

Kevin Whitehorn gave an update on the proposed increase in charges.

It was proposed by Cllr Conway, seconded by Cllr Couchman and

**UNANIMOUSLY RESOLVED** to approve the increased charges rounded up to the nearest pound from the 1 November 2017 and delegate to the Head of Leisure to implement.

Cllr Conway updated the meeting on the proposed Terms of Reference for the group.

It was proposed by Cllr Conway, seconded by Cllr Bennett and

**UNANIMOUSLY RESOLVED** to recommend the draft Terms of Reference to the next Full Town Council Meeting to be adopted.

**46.17.2 Skate Park Working Group** – Cllr Conway explained that the group meets every second Tuesday but that users of the skate bowl had not attended.

**46.17.3 Town Hall Working Group** – to note group has not met.

**46.17.4 Heritage Quarter Steering Group** – to note group has not met.

**46.17.5 Recreation Club Working Group** - to note that the group has not met.

It was proposed by Cllr Merrick, seconded by Cllr Bennett and

**UNANIMOUSLY RESOLVED** to recommend the draft Terms of Reference to the next Full Town Council Meeting to be adopted.

**46.17.6 Britain in Bloom** - notes of meetings held on 11th September and 9th October were received.

#### **47/17 STRATEGIC STEER WORKING GROUP**

Cllr Conway provided a verbal update. The working group has met for the first time.

Residents have been invited to attend a short meeting ahead of the Town Development & Planning Committee on Wednesday 25th October to receive an update and elect spokespeople. Cllr Boore and Cllr Canfer had hand delivered leaflets.

Community Organisations to be approached to establish interest. Cllr Couchman has agreed to collate a list of names.

#### **48/17 PUBLIC TOILETS**

The Finance Working Group made a recommendation that the Public Toilets project be moved forward. Cllr Couchman said that the provision of a public toilet was a key local issue. Cllr Merrick said that several businesses have now or are considering putting coded locks on doors. It was noted that Wiltshire Council were taking action to prevent use of the closed disabled toilet.

Members discussed the issues around the transfer of the existing toilets from Wiltshire Council.

It was proposed by Cllr Conway, seconded by Cllr Widger and

**UNANIMOUSLY RESOLVED** to ask the Head of Operations to restart negotiations with Wiltshire Council and to investigate costs and alternative options and provide a report for future consideration.

#### **49/17 ALLOTMENTS**

The Amenities Committee was asked to consider opportunities for Allotment Associations or Shared Garden Schemes. A briefing note had been circulated for

consideration.

Cllr Couchman agreed to take the initial lead on this project and would discuss with other Councillors.

#### **50/17 BINS AT STATION MEADOWS**

An update on the installation of the post mounted bins was noted.

#### **51/17 CARP MINUTES**

The notes of the committee meeting held on 21st September 2017 were received.

#### **52/17 BUDGET**

The draft budget was presented by Cllr Merrick.

It was proposed by Cllr Merrick, seconded by Cllr Widger and

**UNANIMOUSLY RESOLVED** that the Amenities Committee approve the draft budget 2018/2019 for approval by the Full Town Council meeting.

#### **53/17 CALNE IN BLOOM/ALLOTMENT COMPETITION**

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

**UNANIMOUSLY RESOLVED** that the budget for the allotment competition (210/4250) is merged with budget for the Calne in Bloom Competition (308/4355).

#### **54/17 STRATEGIC PLAN**

The action plan was noted.

#### **55/17 CONFIDENTIAL SESSION**

Proposed by Cllr Conway seconded by Cllr Widger

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

Meeting Closed at 19:35

Cllr Widger took the Chair.

#### **56/17 CONFIDENTIAL MINUTES**

Proposed by Cllr Widger, seconded by Cllr Bennett and

**RESOLVED** to confirm, as a true record, the Confidential Minutes of the meeting of the Amenities Committee held on Monday 4<sup>th</sup> September 2017 and were signed by the Chair.

Cllr Merrick abstained from this vote.

**57/17 RECREATION CLUB**

The market rent valuation was considered and resolved to recommend to Full Council.

Cllr Conway abstained from this vote.

The Meeting Closed at 19:49