

AMENITIES COMMITTEE

Draft Minutes of the Meeting held in the Large Hall of the Town Hall, Calne on Monday 19 May 2014

PRESENT: Councillor Ms H E Canfer– Town Mayor (Ex-officio)
Councillor H R Marshall - Deputy Town Mayor (Ex-officio) - **Chair**
Councillor Mrs M J Baggs
Councillor C M R Boase – **Vice-Chair**
Councillor D I Conway
Councillor S Denley
Councillor A K Hill (*Substitute for Councillor G P Widger*)
Councillor Dr J Reid
Councillor P A B Venton (6.29 pm)

OFFICERS: Mrs L A Roberts – Town Clerk
Mrs A C Cawkwell – Finance & Committee Officer

01/14 APOLOGIES

Apologies had been received from Councillor Redmond, and Councillor Hill had agreed to attend the meeting as substitute for Councillor Widger.

02/14 ELECTION OF CHAIR

It was proposed by Councillor Mrs Baggs, seconded by Councillor Boase and

UNANIMOUSLY RESOLVED that Councillor Widger should be Chair of this Committee for the ensuing year.

Due to the absence of Councillor Widger it was proposed by Councillor Denley, seconded by Councillor Hill and

UNANIMOUSLY RESOLVED that Councillor Marshall should remain in the Chair until the election of Vice-Chair had been concluded.

03/14 ELECTION OF VICE-CHAIR

It was proposed by Councillor Conway, seconded by Councillor Hill and

RESOLVED that Councillor Boase should be Vice-Chair of this Committee for the ensuing year.

Councillor Boase assumed the Chair.

04/14 DECLARATIONS OF INTEREST

There were no declarations of interest received.

05/14 MINUTES

The Minutes of the meeting of the Amenities Committee held on Monday 24 February 2014, having previously been circulated, were confirmed as a correct record and signed by the Chair.

06/14 WORKING GROUP MEMBERSHIP

Councillor Hill raised a general point concerning the starting time of Working Group meetings as some Councillors need to travel from work and found it difficult to arrive on time and suggested that meetings start at a slightly later time of 6.30 pm. It was **agreed** to

RECOMMEND TO FULL COUNCIL THAT WORKING GROUP MEETINGS IN AN EVENING SHOULD COMMENCE AT 6.30 PM.

The membership of the following Working Groups was agreed:

Sports Facilities Working Group: Town Mayor, Deputy Town Mayor, Councillor Boase, Councillor Conway and Councillor Widger.

Service Review Working Group: Town Mayor, Deputy Town Mayor, Councillor Denley, Councillor Redmond and Councillor Widger.

Skatepark Working Group: Town Mayor, Deputy Town Mayor, Councillor Mrs Baggs, Councillor Conway, Councillor Redmond.

It was pointed out by Councillor Conway that he had not been invited to attend any meetings. A request would be made to Jane Vaughan for her to invite the Town Council representatives to future meetings concerning the skatepark.

Town Hall Working Group: Town Mayor, Deputy Town Mayor, Councillor Mrs Baggs, Councillor Denley and Councillor Widger.

Britain In Bloom Working Group: Town Mayor, Deputy Town Mayor, Councillor Mrs Ansell, Councillor Conway and Councillor Dr Reid.

07/14 TOWN HALL WORKING GROUP MINUTES

The Minutes of the Town Hall Working Group meeting held on Monday 24 February 2014 were noted by members.

08/14 PROPOSAL TO CONSIDER OPTIONS FOR PROVIDING EVENT CATERING IN THE TOWN HALL

The report of the Community Services Manager, which is attached to and forms part of these minutes, was discussed by members and the following points were raised:

- Several options of choice of caterer would be good and this could be increased to five.
- Hirers should be able to use anyone they wish for their catering, people have been put off because they have been unable to have their own choice. There should be no list of preferred caterers.
- There was concern about the loss of income with this option as this would be open to any caterer whom we may have no knowledge of and will not incur any commission. It would be appropriate to charge for the privilege.
- A charge could be made for the use of the kitchen.
- There should be freedom of choice, a 10% commission could be charged on own choice of caterer and a list of preferred caterers could also provide 10% commission.
- An additional kitchen charge seemed the better option, however, the kitchen would need to be kept in good order.
- There was a need to increase the income for the Town Hall, at the moment the kitchen can be used at no additional cost. The charges for the hire of the Town Hall are low and need to be reviewed.
- The kitchen needs a good deep clean and a high deposit will be needed in the event of extra cleaning etc that may be required after functions. If left unclean the deposit will be lost.
- A trial period of six months could be implemented and then reviewed. There was a need to work out a strategy to retain money.
- It was suggested that the hire of the kitchen could be £100 with a returnable deposit of £250.
- There was a danger of overcharging in which case people would not use the kitchen.

It was proposed by Councillor Marshall, seconded by Councillor Mrs Baggs and

UNANIMOUSLY RESOLVED to delegate authority to the Town Clerk, Customer Services Manager and the Town Hall Working Group to decide a realistic cost package and to report back to the Full Council meeting in June.

09/14 REFURBISHMENT OF STREET FURNITURE WITHIN THE TOWN CENTRE

The report of the Outdoor Services and Facilities Manager, which is attached to and forms part of these Minutes, had been read by members.

It was proposed by Councillor Marshall, seconded by Councillor Denley and:

UNANIMOUSLY RESOLVED to request the Town Clerk, to congratulate the groundstaff, on behalf of the Committee, for the fantastic work done on the street furniture.

10/14 SKATEPARK

The report of the Outdoor Services and Facilities Manager, which is attached to and forms part of these Minutes, was discussed by members and the following points were raised:

- It is hoped that work will commence in October.
- Need to raise funds for Phase 2, which will be tagged on to Phase 1 and would give a £10,000 reduction in cost.
- Local people are excited about the new skatepark.
- The Town Clerk and the Beversbrook Manager are currently looking into possible funding for Phase 2, and it was stated that Viridor should be approached for funding.

11/14 AWARD FOR BEST PARK AT SOUTH WEST IN BLOOM

The Town Clerk informed members that we have been invited to enter Beversbrook in the South West in Bloom competition this year, and the North End Play area is also being entered this year.

12/14 BEVERSBROOK

The Report of the Beversbrook Sports and Community Facility Manager, which is attached to and forms part of these Minutes, was discussed by members and the following points were raised:

- The idea of the Tennis Courts at Beversbrook was actively supported. The Tennis Club had applied to the Town Council for a loan until the Section 106 funding is available and this will be discussed at the next Finance Working Group meeting. The Tennis Club have achieved their objective to secure funding and have done really well to achieve that.
- The Town Clerk and the Beversbrook Manager have been working really closely with the Tennis Club to assist with funding applications. The Town Council will become the owners of the Tennis Courts. Negotiations have taken place concerning the Marden Farm Development and it has been agreed the development will make good use of the Section 106 funding. Four Tennis Courts with floodlighting will open up Beversbrook, and will increase female participation at Beversbrook. Conditions will be in place under the terms of a lease. Work has now started on the construction of the Tennis Courts.
- A non-male dominated sport was welcomed at Beversbrook.

13/14 CASTLEFIELDS CANAL AND RIVER PARK ASSOCIATION

The Minutes of the Meeting held on 20 March 2014 were noted by members.

14/14 BRITAIN IN BLOOM

The notes of the meeting held on 12 May 2014 were noted by members.

15/14 CONFIDENTIAL SESSION

In view of the Confidential Nature of the business to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw.