

## AMENITIES COMMITTEE

### Draft Minutes of the Meeting held in the Large Hall of the Town Hall, Calne On Monday 24 October 2016

**PRESENT:** Councillor A J Trotman – **Deputy Town Mayor**  
Councillor Ms H E Canfer  
Councillor H R Marshall – **Chair**  
Councillor P M Redmond  
Councillor R J Stigwood

**OFFICERS:** Mrs Jeannette Young – Acting Proper Officer  
Mrs Clare Harris – PA to the Town Clerk  
Mr Stuart Wilbur – Management Accountant

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

There were four members of the public in attendance with a common interest in Agenda Item 6 re the Town Guide Magazine Proposal. Two members of the public spoke during public participation.

#### **27/16 ELECTION OF A PROPER OFFICER**

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

***UNANIMOUSLY RESOLVED** to elect Mrs Jeannette Young, Community Services Manager as Proper Officer for this meeting.*

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.

#### **28/16 APOLOGIES**

Apologies were received from the Town Mayor, Councillor Rounds, Councillor Mrs Ansell, Councillor Dr Reid and Councillor Davies.

#### **29/16 DECLARATIONS OF INTEREST**

Councillor Marshall declared a non-pecuniary interest in Agenda Item 6 - Town Guide Magazine Proposal, as he is a director of Calne Springs C.I.C. Councillor Marshall will still take part in debate and will vote.

## **30/16 MINUTES**

The Minutes of the meeting of the Amenities Committee held on Monday 5 September 2016, having previously been circulated, were confirmed as a correct record and signed by the Chair.

***Due to the public interest in Agenda Item 6 – Town Guide Magazine Proposal, it was agreed to move this item forward on the agenda to be discussed first.***

## **31/16 TOWN GUIDE MAGAZINE PROPOSAL FOR CALNE TOWN COUNCIL AND CALNE SPRINGS C.I.C. (TOWN TEAM)**

Members listened to the point raised during public participation and thanked the members of Calne Springs present for their work in putting the proposal and mock-up together. Members went on to discuss the proposal in some detail.

It was noted that when a similar proposal was put to the Town Council some time ago it was not supported as the Town Council could not be seen to be part of a publication which advertises businesses etc. in the town. This detail has been taken on board and has been reflected in this revised proposal with the Calne Connection being included as a 'pull out' within the Guide, to maintain its identity as a Town Council publication.

It was noted that this proposal would see a wider distribution reach than that of the Calne Connection currently, in that it will also be delivered to the surrounding villages and the REME training establishment in Lyneham.

It was agreed that the format used is more current and the B5 size is probably more readable than an A4 leaflet.

It was pointed out that there will be a banner/strapline on the front cover of the Town Guide indicating that the Calne Connection is inside, so that it does not get lost.

It was noted that the Town Council will retain full editorial rights over the Calne Connection.

It was suggested that if members were minded to approve the proposal it could be on an initial trial basis, to allow for feedback from the community at the end of a year long period (4 x editions) and that a decision is made at the end of this period as to whether or not to continue. An online/paper survey could be produced and included in the final edition.

It was proposed by Councillor Stigwood, seconded by Councillor Redmond and

***RESOLVED*** to accept the proposal within the report for a trial period of one year (covering 4 editions from Feb 2017 until Feb 2018) and agreed to contribute £8,200 in total, on the proviso that feedback is obtained at the end of this period.

***The committee agreed to move Agenda Item 10 – Draft Amenities Budget 2017/18 forward on the agenda to be discussed next.***

## 32/16 DRAFT AMENITIES BUDGET 2017/18

Stuart Wilbur (SW) explained that the precept support grant built up over the years, will now start to be drawn down within the 2017/18 budget, to address the deficit in funding withdrawn by Wiltshire Council. This will be used up over next few years.

Members discussed the current consultation on the capping of precepts for larger Town and Parish Councils. It was requested that the Town Council responds to this consultation, as other neighbouring Councils have already done, stating our objections.

It was noted that with the additional houses being built and the reassembly of the town boundary we should have a better balance moving forward. SW confirmed that as a rule a 2% increase in the tax base is built into each budget, however we will receive the actual figures at the end of November in advance on the precept setting deadline.

Members discussed the anticipated devolution of assets and services from Wiltshire Council, details of which have been passed back to Wiltshire Council for more information. Once this information is back with the Town Council, officers will work up initial costings for consideration. It was suggested that details of proposed devolved services are shared with the community and ask them to decide which services/assets they are happy to accept and those they do not want. If the community are involved in the process they may be more willing to accept an increase in precept/their Council Tax.

The following comments were made on the 2017/18 budget:

- 201 4052 – Town Hall Water Charges – members noted an overspend of approx. 75%. This was due to a water leak which has now been resolved.
- 201 4125 – Town Hall Telephone/Fax/Mobile/Internet – members noted an overspend of approx. 30% yet no increase in budget proposed. SW to investigate.
- 250 4195 – Town Hall Heritage Quarter – adding to an earmarked reserve set up to cover works on the Town Hall refurbishment. This reserve currently stands at £120K.
- 250 Public Toilet Contingency – £3K being put into a reserve to cover any major repairs required to the public toilets in the future i.e. repairs to flat roof.
- 207 4069 Grounds Maintenance/Equipment/Repairs/Renewals – to be increased to include £1500.00 in relation to dog waste disposal (as previously agreed by this committee).
- 219 All Weather Grass Pitch – a reserve has been set up to cover the cost of a replacement carpet. £19K to go in each year to cover the anticipated cost of between £190K - £200K in approx. 10 years time; being the anticipated life span of the carpet.
- 250 4411 – Cemetery Land – it was noted that we are still budgeting for this however any land (once identified) could be purchased by means of a long term loan from the PWLB, which would in turn free up these funds for future projects/cover costs involved in the devolution of assets and services moving forward. Further discussion required.
- It was noted that a piece of necessary equipment (Vertidrain) at Beversbrook is about to fail. It is not viable to repair this machine. It will need replacing. A replacement has been found at a cost of £22.5K. This figure has been built into the budget along with

costs of around £3K to repair the tractor. It is anticipated that approx. £3K will need to be vired from the precept support grant to cover these unforeseen costs. It was suggested that we look at lease hire costs (to include breakdown cover) for equipment at Beversbrook to avoid further unplanned expenditure.

Members noted the above comments. Members were happy with Draft Budget as presented.

SW confirmed that he will update the Amenities Draft Budget 2017/18 accordingly, feed this back into the overall budget which will be presented to Full Council on 21 November 2016.

### **33/16 INSTALLATION OF A DRINKING FOUNTAIN AT THE BOWL (SKATEPARK)**

Members were in total agreement that the risk to the Town Council is too great to consider this as an option. It was noted that any grant funding obtained along with the donation by a local resident will be rolled over into Phase 2.

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

***UNANIMOUSLY RESOLVED** that the drinking fountain, water connection etc. is not installed at the Skatepark.*

### **34/16 CASTLEFIELD'S CANAL & RIVER PARK**

Members noted the minutes of the meeting.

### **35/16 BRITAIN IN BLOOM**

The Chair congratulated everyone involved on the recent Gold Award which is a fantastic achievement for the town once again. It was noted that unfortunately we were not given the same publicity in the local paper as other neighbouring towns. Members noted the minutes of the meetings.

### **36/16 CALNE HERITAGE CENTRE TRUST**

Members noted the minutes of the meeting.

**The meeting closed at 7.27pm.**