

AMENITIES COMMITTEE

Minutes of the Meeting held in the Large Hall of the Town Hall, Calne On Monday 27th February 2017

PRESENT: Councillor A J Trotman – **Deputy Town Mayor** (Ex officio)
Councillor Mrs G J Ansell
Councillor H E Canfer
Councillor H R Marshall – **Chair**
Councillor Dr J Reid (6.35pm)
Councillor R J Stigwood

OFFICERS: Mrs Jeannette Young – Acting Proper Officer
Mr Stuart West – Head of Operations
Mr Kevin Whitehorn – Head of Leisure and Events
Mrs Alison Cawkwell – Finance Officer

PRESS & PUBLIC:

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

45/16 ELECTION OF A PROPER OFFICER

It was proposed by the Deputy Town Mayor, Councillor Trotman, seconded by Councillor Mrs Ansell 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.

46/16 APOLOGIES

Apologies were received from Councillor Davies and Councillor Redmond.

47/16 DECLARATIONS OF INTEREST

There were no declarations of interest received.

48/16 MINUTES

The Minutes of the meeting of the Amenities Committee held on Monday 12th December 2016, having previously been circulated, were confirmed as a correct record and signed by the Chair.

49/16 SONGS OF PRAISE – SUNDAY 2ND JULY 2017

The Deputy Town Mayor, Councillor Trotman, mentioned that this kind of event had been seen before on the Green and on the bank site at the Beaches and was wonderful. He was aware that other church leaders would like to help and progress with this event. It was pointed out that there may be licencing implications as a TENS licence may be needed, however, it would be the organiser's responsibility to ensure all necessary procedures are put in place for the event and that the Green is returned to its original state afterwards. Our Events Officer would be available for advice, if required.

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

UNANIMOUSLY RESOLVED to grant permission for the Calne Partnership of Churches to hold a "Songs of Praise" event on The Green on Sunday 2nd July 2017, subject to the necessary licences and procedures being implemented and that the Green is returned to its original state after the event.

50/16 UPDATE ON MARDEN FARM ALLOTMENTS

The report of the Head of Resources was discussed by members and the following points were raised:

- It was pointed out the Town Council needed an obligation in the Transfer regarding the ditch and it was therefore proposed by Councillor Marshall, seconded by Councillor Mrs Ansell and

UNANIMOUSLY RESOLVED to include an obligation in the Transfer that Calne Town Council can directly enforce should the ditch fall into disrepair.

- Although The Knowle is now part of Calne it was confirmed that the Marden Farm Allotments are still outside the Calne boundary.
- It was explained that there should be a fenced allotment site and a fenced car park with gate, however, only the allotments have been fenced and there is an assumption that the Town Council will take on community land either side of the car parking spaces, however, this was never proposed in the original plans.
- It was confirmed that the provision of sheds on the site would be the Town Council's responsibility, however, Redrow would supply and fit the fencing.

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

UNANIMOUSLY RESOLVED to delegate any decisions regarding the fencing and natural boundaries to the officers.

51/16 ANNUAL RENT REVIEW FOR THE BEVERSBROOK AND NEWCROFT ALLOTMENT SITES/CHARGES FOR THE MARDEN FARM ALLOTMENTS

The Report of the Head of Resources was discussed by members and it was proposed by Councillor Ms Canfer, seconded by Councillor Mrs Ansell and

UNANIMOUSLY RESOLVED :

- 1) To approve an across the board annual allotment rent increase of 2% per square metre for the period April 2017 to end of March 2018.
- 2) To approve the charges for the Redrow site to be in line with that charged at the Beversbrook and Newcroft sites.
- 3) To continue to have the option of a payment plan to assist any allotment holders who may experience difficulty in paying the annual rent in one payment.
- 4) Following the successful trial period to allow the continued use of incinerators at the Beversbrook site.

52/16 REVIEW OF BURIAL AND MEMORIAL CHARGES AT CURZON STREET CEMETERY

The Report of the Head of Resources was discussed briefly by members and it was proposed by Councillor Ms Canfer, seconded by Councillor Mrs Ansell and

UNANIMOUSLY RESOLVED to approve the increase of cemetery charges as proposed in the report with effect from 1st April 2017.

53/16 EXTENSION TO THE FITNESS TRAIL - CASTLEFIELD'S CANAL & RIVER PARK

The Report of the Head of Operations was discussed by members and it was noted that the addition of three further pieces of equipment to the existing Fitness Trail around the meadow in Castlefields Park was hoped to be funded with £5,000 from 'Bags of Help', Tesco's local grant scheme, and match-funded with an award of £5,000 from the Calne Area Board. CARP were awaiting the approval of this project by the Town Council before it applied for the funding. It was noted that three of our Councillors are members of the Area Board and therefore have an interest in this item.

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

UNANIMOUSLY RESOLVED to approve the installation of additional equipment to the Fitness Trail.

54/16 PUBLIC TOILETS AT THE PIPPIN

The Report of the Head of Resources was discussed in detail and the following points were raised:

- In response to a resolution by Full Council on 4th April 2016 a budget has been allocated for the cleaning and maintenance of the toilets in the 2017/18 financial year.
- There are currently two caveats, firstly that the toilets and land should be allocated specifically for community use, and secondly if sold the profit should be split 50/50 with Wiltshire Council.
- As a way to move forward our legal representative has suggested that this facility is kept for community use until such time as new toilets are built and then this caveat transferred from the Pippin to the new toilets.
- With the cost of cleaning/refurbishing the toilets it was felt we should make a stand.
- Using our own staff to carry out the cleaning is not an option as our groundstaff are trained on grounds work and are not cleaners.
- There would be a potential requirement for a cleaner seven days a week, and Sainsbury's have responded that they are unable to assist with the locking and unlocking of the toilets.
- It was pointed out that we are trying to encourage tourists into the town and the need for toilets somewhere in the town is essential.

It was proposed by the Chair, Councillor Marshall, seconded by Councillor Mrs Ansell and

UNANIMOUSLY RESOLVED:

- 1) To delegate authority to Stuart West, Head of Operations, to negotiate with Wiltshire Council and finalise the terms of the transfer to Calne Town Council with no caveats.
- 2) To delegate authority to Stuart West, Head of Operations to investigate the options available to provide the cleaning and unlocking of the toilet facilities, and to report back to the next meeting of this Committee.

55/16 ALLOCATION OF FUNDING TO ENHANCE THE NATURE TRAIL BETWEEN HORSEBROOK AND BREWERS LANE

The Report of the Head of Operations was discussed by members and the following points were made:

- This was a very good idea and would enhance a lovely long route, something definitely needed to be done.
- The footpath was in need of resurfacing and it was possible that local helpers could also assist with this project.
- There are various grants available and work is needed along the riverbank, however, a conservation plan needs to be prepared as conservation consent is required. There is no Path Improvement Grant funding available for this financial year but there will be in the next financial year.

It was proposed by the Chair, Councillor Marshall, seconded by Councillor Mrs Ansell and

UNANIMOUSLY RESOLVED to commit funding of a maximum of £10,000 from Earmarked Reserves, 902-9057, to fund the path upgrade should any grant application be unsuccessful and it is not possible to use Community Payback labour.

56/16 CONFIDENTIAL SESSION

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

UNANIMOUSLY RESOLVED that in view of the sensitive 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.

This part of the meeting closed at 7.12 pm