



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday, 9th February 2021

To all members of the Council **Asset Management Committee**: Cllr Richard Wood (Chair of Council), Cllr John Glover (Vice Chair of Council & Chair of Committee), Cllr Alan Baines, Cllr Paul Carter (Vice Chair), Cllr Terry Chivers and Cllr Paul Taylor

You are invited to attend the Asset Management Committee Meeting which will be held on **Monday 15 February 2021, at 7.00pm** to consider the agenda below.

PLEASE NOTE THAT THIS IS A REMOTE VIRTUAL MEETING. TO ACCESS THE MEETING PLEASE FOLLOW THE ZOOM LINK BELOW. THE MEETING WILL ALSO BE STREAMED LIVE ON YOUTUBE, THE LINK WILL BE POSTED ON THE PARISH COUNCIL WEBSITE AND SOCIAL MEDIA CHANNELS WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Click link here

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRlVWVU54UW1YWWE4NkNrZz09>

Or go to www.zoom.us or Phone 0131 4601196 and enter:

Meeting ID: 279 181 5985 Passcode: 070920

Instructions on how to access zoom are on the parish council website
www.melkshamwithout.co.uk

If you have difficulties accessing the meeting please call (do not text) the out of hours mobile:
07341 474234

Yours sincerely

Teresa Strange, Clerk

AGENDA

1. Apologies

2. To receive **Declarations of Interest**

3. **Invited Guests:**

Sgt James Twyford regarding crime in the parish related to potential CCTV coverage

4. **Public Participation**

5. **To consider holding items in Closed Session due to confidential nature**

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business (Items 5c, 5e, 6a) as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

6. To consider CCTV provisions in the Parish

7. **Play Areas & Public Open Spaces:**

- a) To consider Quarterly inspection reports and any action required
- b) To note swing removal at Beanacre Play Area and approve quotation for repair
- c) To approve quotations for Shaw Hill Playing Fields improvement project
- d) To note BRAG's grant application to Melksham Area Board approved for replacement seating project and approve quotations for supply and installation on their behalf
- e) To consider correspondence received from Beanacre Church Cricket Field re: Maintenance access to Beanacre Play Area and consider way forward
- f) To note updated Covid-19 government guidance on play areas

<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms>
- g) To consider what maintenance work is deemed essential during lockdown
- h) To approve quotation for play area and MUGA (multi use games area) safety surfacing clean
- i) To approve quotation for Kestrel Court and Berryfield Play Area safety surfacing repairs
- j) **Davey Play Area:**
 - i) To note update on handover/transfer of play area to Parish Council

- ii) To consider options for the Davey Play Area opening

8. Public Art

- a) To consider quotation for public art Officer/Street Name information board

b) Pathfinder Way Art Panel

- i) To note insurance replacement values for accidental and deliberate damage for public art panel at Pathfinder Way
- ii) To note if highways permission for new position granted

9. QEII Diamond Jubilee Sports Field & Pavilion:

- a) To consider requests from Future of Football for blanket bookings and storage shed
- b) To consider quotation for legionella risk assessment review
- c) To consider purchasing boot cleaner
- d) To consider solutions to permanently muddy area adjacent to verandah

10. Allotments:

- a) To receive report on waiting list
- b) To note delegated decisions made by Clerk relating to letting of plots and permissions given for greenhouses/sheds
- c) To review allotment account for 2020/21 and consider charges for 2021/22

11. Berryfield Village Hall

- a) To review spreadsheet of Project costs and income
- b) To consider correspondence from Project Manager and consider way forward
- c) To note update on advertising for expressions of interest on Contract Finder
- d) To consider legal advice regarding Purdah and decisions pertaining to the village hall and funding
- e) To note public art agreement with artist
- f) To consider replies from Bellway regarding additional land

12. Trees

- a) To note parish tree work completed within the recommended timescale
- b) To note arrangements with Shaw Village Hall re tree work
- c) To note that Allotment Warden requested to monitor trees and adopted phone boxes and to consider quote for quarterly written report on trees

13. To consider moving the defibrillator outside of the New Inn to existing Berryfield Village Hall as temporary measure

14. To consider request from Wiltshire Air Ambulance to place a clothing donation bank in the Shaw Village Hall car park

15. Office Accommodation:

- a) To consider new office phone proposal as contract has ended
- b) To consider correspondence from Campus Team re ventilation
- c) To note discussion to be held re costs of office accommodation at Campus
- d) To note correspondence received from Wiltshire Council following query raised about the status of the council's current permission to use the pavilion as an office

Copy to: All Councillors