



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 8th October 2019

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, Cllr Terry Chivers, Cllr Paul Taylor and Cllr Stuart Wood

Dear Asset Management Committee members

Re: ASSET MANAGEMENT COMMITTEE MEETING ON MONDAY 14th OCTOBER 2019

You are summoned to attend the Asset Management Committee Meeting which will be held on **Monday 14th October, at 7.45pm** (following the Planning Committee meeting) at 1 Swift Way, off Westinghouse Way, Bowerhill, Melksham, SN12 6TL to consider the agenda below.

Yours sincerely


Teresa Strange
Clerk

AGENDA

1. **Welcome, Housekeeping and Apologies**
2. To receive **Declarations of Interest**
3. **Public Participation**
4. To elect Vice-Chair of Asset Management Committee
5. To note Minutes of previous meeting 10th June and actions taken, in conjunction with spreadsheet of all new assets recently purchased.
6. **Play Areas:**
 - a) To note RoSPA independent annual inspection reports for all play areas and playing fields, actions taken and outstanding actions to consider.
 - b) To consider erecting signage at Play Areas and community buildings supporting the NHS "Breastfeeding Friendly" campaign
 - c) To consider purchase of additional bin for Hornchurch Road play area following feedback
7. **QEII Diamond Jubilee Sports Field & Pavilion:**
 - a) To consider professional advice received on golf practice on sports fields

Serving rural communities around Melksham

- b) To consider complaint received about dog fouling on sports field
 - c) To consider quotation for maintenance work to Pavilion doors
 - d) To note report on Football bookings for 2019/20
 - e) To consider response from Fields in Trust on suitability of new equipment and boules within legal agreement
 - f) To consider scope of consultation for future facilities/equipment
 - g) To note Legionella report and planned chlorination and valve works for Pavilion tank
8. **Allotments:**
To consider report on Allotments
9. **Shaw Village Hall & Playing Field:**
- a) To receive update on consultation for new recreation facilities at Playing Field
 - b) To consider correspondence regarding trees on playing field boundary
10. **Shurnhold Fields:** To note the draft Minutes of the Shurnhold Fields working party on 18th September, and consider steer for parish council reps on future agenda items listed
11. **Grasscutting:**
- a) To consider proposal for mown and fallow areas of grass at Hornchurch Road public open space following site meeting (3rd October)
 - b) To consider specification for the grasscutting cutting contract for 3 years commencing 1st April 2020 including possible additions for:
 - i) Hornchurch Road public open space - grasscutting
 - ii) Hornchurch Road public open space – pond area clearance
 - iii) Kestrel Court play area – shrub maintenance
 - iv) Shurnhold Fields – annual cut
12. **Water Refill Stations:**
- a) To note details of Watermark funding available
 - b) To consider quotations for drinking fountains/bottle filling stations for Shaw & Bowerhill Playing Fields
13. To consider the cost of the **“We are watching you” anti-dog fouling stickers** and signage
14. To consider requesting **local businesses to sponsor roundabouts**
15. To consider quotations for new **SID (Speed Indicator Device)**

Copy to: All Councillors