



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 31st January 2023

To all members of the Council **Asset Management Committee**: Councillor John Glover (Chair of Council), Councillor David Pafford (Vice-Chair of Council), Councillor Alan Baines (**Vice- Chair of Committee**), Councillor Terry Chivers (**Chair of Committee**), Councillor Shona Holt, Councillor Andy Russell and Councillor Rob Hoyle

You are summoned to attend the Asset Management Committee Meeting which will be held on **Monday 6th February 2023 at 7.45pm (following planning committee)** at **Melksham Without Parish Council Offices (First Floor), Melksham Community Campus, Market Place, SN12 6ES** to consider the agenda below.

TO ACCESS THE MEETING REMOTELY, PLEASE FOLLOW THE ZOOM LINK BELOW. THE LINK WILL ALSO BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>

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

To access the agenda online please scan the below QR code.

Yours sincerely

Teresa Strange, Clerk

YOU CAN ACCESS THE AGENDA HERE



AGENDA

1. Welcome, Housekeeping and Apologies

2. To receive **Declarations of Interest**

3. 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 consideration of business (6a) where publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

4. Public Participation

5. Play Areas, MUGAs (Multi Use Games Area) & Public Open Spaces:

- a) To review latest quarterly play area inspection report and consider any actions required
- b) To approve quotation from contractors to resolve shrinkage/separation around play equipment edging at Beanacre and Kestrel Court Play Areas. (*Arising from asset meeting 10th Oct 22 min.200/22a*)
- c) To consider undertaking safety surfacing clean on play areas and MUGAs in spring
- d) To consider adding weedspraying inside of play areas to the main contract
- e) To consider replacing some wooden equipment at Beanacre Play Area.
- f) To review and approve the Legal Transfer documents for the Whitworth play area at Bowood View, Semington Road.
- g) To review the Play Area template lease options for Wiltshire Council play areas in the parish – Kestrel Court in Bowerhill, and Berryfield Park

6. QEII Diamond Jubilee Sports Field & Pavilion (*known informally as Bowerhill Sports Field*):

- a) To receive update on current bookings and review current charges
- b) To approve quotations for installing drinking water fountain
- c) To approve quotation for annual ventilation system service
- d) To approve quotation to service water boost pumps
- e) To consider potential rental charges for organisations who store containers for storage in the car park

7. 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 consider allotment rent charges for 2023/24

8. Trees and Grass cutting:

- a) To approve quotation for regular tree inspection (undertaken every 27 months)
- b) To review grass cutting contract and consider adding the following:
 - Maintenance to the hedge on side of Briansfield Allotments
 - Hedge to rear of Bowerhill Sports Field
 - Shrub Maintenance and grass cutting in Whitworth Play Area

- Bin emptying in Whitworth Play Area

9. Shaw Village Hall and Playing Field: To note current situation with lease and consider any requests for the new lease

10. Berryfield Village Hall

- a) To note the current status of draft lease and the date the new Trust are accepting bookings from.
- b) To note minutes of regular meetings currently being held and any matter arising
- c) To review the results from the letter written to residents of Bowood View regarding a patio installation on the public open space adjacent to the hall.

11. Defibrillators:

- a) To consider costs associated with refurbishing the Telephone Kiosk at Berryfield Park and re-locating the defibrillator on the side of the New Inn pub to the kiosk.
- b) To consider request from community group to install a defibrillator in Whitley
- c) To approve location of Pathfinder defibrillator

12. Bus shelters: To consider how to cover/remove graffiti from Shaw bus shelter

13. Roundabouts: To approve quotations to reseed the ex Carson Tyre Roundabout ready to hand back to Wiltshire Council.

14. Bins:

To note bins purchased to replace missing or damaged Wiltshire Council bins under the Clerk's delegated powers

Copy to: All Councillors