



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 28th September 2015

To all members of the Asset Working Party: Cllrs Richard Wood, John Glover, Mike Mills, Alan Baines, Steve Petty and Terry Chivers.

Dear Asset Working Party members

Re: ASSET WORKING PARTY ON MON 5th OCTOBER

You are summoned to attend the Asset Working Party which will be held on **Monday 5th October 2015, at 8.30pm, following the Finance Committee** at Crown Chambers, 7 Market Place, Melksham, Wiltshire, SN12 6ES to consider the agenda below.

Yours sincerely

Teresa Strange

Clerk

AGENDA

1. Welcome, Housekeeping and Apologies
2. To receive **Declarations of Interest**
3. To **elect a Chair and Vice Chair for 2015/16** for the Asset Working Party
4. **Public Participation**
5. To consider if any items should be discussed “**In Committee**” in line with Standing Orders (*Item 14a*)
6. To consider **valuation report on Council owned buildings** and agree subsequent actions.
7. **To consider Play area & Playing Field ROSPA reports**
 - a) Beanacre Play Area – annual safety inspection
 - b) Shaw Play Area – annual safety inspection
 - c) Basketball Court, Bowerhill Sports Field – post installation inspection
 - d) MUGA, Hornchurch Road – post installation inspection
 - e) Bowerhill Sports Field
 - i) playing field inspection
 - ii) to consider external inspection every 5 years

6. Noticeboards:

- a) To note delivery of 3 new noticeboards and consider best way to install.
 - i) 2 x East of Melksham housing development – to be concreted in.
 - ii) 1 x bus shelter opposite Beltane Place, Shaw Hill – to be erected on shelter
- b) Decision on future of noticeboard outside former Forest & Sandridge School site (repair/replace/remove)
- c) To consider replacement of noticeboard outside of Shaw School – beyond repair.

7. Bus Shelters:

- a) To consider repair or replacement roof to Beanacre Bus Shelter (A350, bottom of Westlands Lane).
- b) To consider residents' complaints that hard standing at bus stop is inadequate (Top Lane, near Eden Grove).
- c) To consider future action for stone Bus Shelter at Shaw Hill, opposite Beltane Place (hairline crack)

8. Seats:

- a) To consider concreting in seats at Hornchurch Road
- b) To consider concreting in seats at Shaw Playing Field
- c) To consider offer of sponsoring new seats at Bowerhill Sports Field
- d) To note vandalism to seat at BRAG picnic area and consider action.

9. Provision of street furniture in unadopted areas:

- a) To consider Proposal to Green Square for East of Melksham requests
 - i) Bench
 - ii) Bins – supply and emptying
 - iii) "No dog fouling" signs
- b) To note Discussions with retail area (East of Melksham) agents re: defibrillator and noticeboard

10. Other requests/suggestions for street furniture:

- a) Request to maintain new fence on Wiltshire Council land (substation off Hornchurch Road)
- b) Resident request for dog bin in Debden Close.
- c) To consider erecting sign at BRAG picnic area re: considerate disposal of rubbish by boaters.
- d) Update on basketball hoop for community field next to play area, Beanacre

11. To consider Engineering Insurance for council owned buildings:

- a) Bowerhill Pavilion
- b) Shaw Village Hall

12. Approved contractors: To consider expanding list to include electricians, plumbers etc for annual service, call outs and repairs.

13. Shaw Village Hall:

- a) To note Minutes of Shaw Hall Committee meeting 8th September
- b) To consider Minute 10 Car Park Wall.
- c) To consider Minute 11 Tree Maintenance.
- d) To formulate response to Committee for their next meeting 3rd November.

14. Council owned land:

- a) To note correspondence re: Melksham Link project as a landowner
- b) To note guidance on selling Council owned land.

15. New Water Troughs at Allotments – to note slabs laid in front of troughs.

Copy to: All Councillors