

ROYAL WOOTTON BASSETT TOWN COUNCIL

Minutes of a Meeting of the Amenities Committee held on Thursday 5th January 2012 at 7.30pm in the Council Chamber, Council Offices, Station Road, Royal Wootton Bassett

PRESENT: Councillors: Susan Doyle, Linda Frost, Owen Gibbs, Sue Hughes
Mike Leighfield, and Jenny Stratton.

Also in attendance: Councillor Paul Heaphy

Officers in Attendance: Johnathan Bourne, Town Clerk, Michelle Temple, Administrative Team Leader, Ralph White, Grounds Maintenance Team Leader and Emily Maiden, Administrative Assistant.

30. APOLOGIES

Apologies for absence were received from Councillor Mary Champion.

31. DECLARATIONS OF INTEREST

To receive Declarations of Interest in accordance with the Local Authorities (Model Code of Conduct) Order 2007.

RESOLVED to note that no Declarations of Interest were made.

32. CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised the Committee that the dates for the next Working Party meetings are as follows:-

- Events Working Party – 18th January 2012 (This falls on the same evening as the Community Led Planning meeting).
- Economic Development Working Party – 19th January 2012
- Community Forum – the next Community Forum event is planned for 4th February 2012. As yet, the format of the event is unknown;

however the Memorial Hall has been confirmed as the venue for this event.

- Play Area Working Party – 23rd February 2012
- Cemetery Working Party – 1st March 2012
- The Jubilee Lake Group is yet to confirm the date of its next meeting, although they are hoping to switch back to day time meetings, as these are more convenient for Members, and as such are better attended.

The Chairman also announced that a grant of £1000 has been awarded to the Community Led Planning group from NCAP. This grant will cover expenses incurred from holding consultations. Several ‘Work Boxes’ will be paid for by the grant, which will include all the necessary consumables, such as pens and paper, as well as the replenishment of these items.

33. CONFIRMATION OF MINUTES

RESOLVED to confirm and sign minutes of a meeting of the Amenities Committee held on Thursday 3rd November 2011 (A/4/2011-2012). Copy previously circulated.

34. JUBILEE LAKE CAR PARK

Mr Ralph White, Grounds Maintenance Team Leader, was in attendance to present a report on the Jubilee Lake over flow car park, and answer any questions from Members. Copy previously circulated.

Ralph White explained the content of the report, and the reasons behind the recommendation to commission the work to the contractor TJ Abbott.

Of the three contractors, TJ Abbott was favoured due to the fact that the company had more experience in car parks, and were therefore able to highlight potential issues, such as drainage, that the other contractors had not referred to.

TJ Abbott suggested use of a herringbone drainage pattern of 100ml culverts, which would be back filled with gravel. It is hoped that this will eradicate the problem of flooding to the footpaths close to the adjacent properties, an issue which has been raised several times previously by concerned residents.

It was RESOLVED to adopt the recommendations, and commission TJ Abbott to undertake the project, to include additional work as follows:-

- Perimeter Diamond Knee-high rail fence
- Drainage to sub base
- Cut off drain for existing car park.

Further RESOLVED to authorise release of funds up to £24,000, to include a contingency on top of the total cost of work, which stands at £22,696.

There followed a discussion on the funding required to undertake the project. The Revenue and Resources Committee have allocated funding of £17,853 from the Project Fund to cover the cost of this work, based upon the original quotation. Since the contractor has identified further work, the total cost of the Car Park installation has risen to £22,696. The Amenities Committee would like to release funding of £24,000 in total, to cover the work to be done by TJ Abbott, plus a contingency fund for any unknown expense. This means that £6147 is required on top of the £17,853 already allocated by the Revenue and Resources Committee.

It was RESOLVED to authorise the release of a further £6147 from the Amenities Committee Project Fund, taking the total amount released to £24,000. Releasing funding for the Jubilee Lake Car Park project still allows £24,000 which could be rolled into next year's Amenities Project Fund.

The Chairman thanked Mr Ralph White for compiling the report and liaising with the contractors.

35. PRESS RELEASES

The Committee was asked to consider whether it would like any Press Releases issued in respect of the Committee Agenda items.

RESOLVED not to issue any Press Releases

The meeting closed at 8.11pm