

ROYAL WOOTTON BASSETT TOWN COUNCIL

Minutes of a Meeting of the Amenities Committee held at 7.30pm on Thursday 3rd November 2016 at Manor House, Lime Kiln, Royal Wootton Bassett.

PRESENT: Councillors: Mary Champion, Sue Doyle, Linda Frost, Janet Georgiou, Mike Leighfield.

Also in Attendance: Councillors: Stephan Jarvis, Chris Wannell, Audrey Wannell.

Officers in Attendance: Johnathan Bourne, Town Clerk, and Michelle Temple, Administrative Services Manager, John MacIndoe, Grounds Maintenance Team Leader, Emily Maiden, Administrative Officer and Committee Clerk.

23. APOLOGIES

Apologies for absence were received from Councillors John Wilks and Steve Watts.

24. DECLARATIONS OF INTEREST

To receive Declarations of Interest in accordance with sections 10 and 12 of Wiltshire Council's Members Code of Conduct, as adopted by Royal Wootton Bassett Town Council at a meeting held on 12th July 2012.

RESOLVED to note that no Declarations of Interest received.

25. CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised the Committee that Royal Wootton Bassett Community Together had successfully undertaken a yarn-bombing of the High Street to raise awareness for the Royal British Legion's annual Poppy Appeal. 1,600 hand crafted poppies were distributed along the High Street for members of the public to take, together with information about the appeal and where donations could be made. A local knitting group had also provided a 'Poppy Man' covered with a further 400 poppies, which was seated on one of the Town Centre benches. The Town Hall and two of the lime trees were also decorated. The event had been well received and had even caught the attention of the national press.

26. CONFIRMATION OF MINUTES

RESOLVED to confirm and sign minutes of meetings of the Amenities Committee held on Thursday 8th September 2016 (A/3/2016-2017), copy previously circulated.

27. LITTER REPORT

The Committee received the latest Vandalism and Litter Report, copy previously circulated. Members questioned which bus shelter had been damaged in January, and requested that John MacIndoe add location details on future reports.

Members also enquired as to whether the missing bollard outside the Post Office had been located. It was reported that the CCTV footage was inconclusive and that the bollard has not been replaced.

28. PLAY AREA AND OPEN SPACES WORKING PARTY

Members were advised that there is currently approximately £70,000 of S106 funds available to fund improvements to play areas. This money must be utilized by early 2019 or will go back to the developer.

The S106 funds can only be spent in Jacqui Woolford Memorial Park, Woodshaw Green Toddler Play Area, Poets Field or Otter Way: Currently no

further expenditure is needed in either Jacqui Woolford Memorial Park or Woodshaw Green.

The Chairman suggested that the Committee discuss the following items in relation to the funding available: -

Otter Way – The Chairman raised the possibility of installing a picnic/youth shelter – this could be used by parents with their children or youths and could be sited near the play area away from residential housing, in clear sight of the CCTV camera. Images showing examples of youth shelters and the costs involved were circulated at the meeting.

Poets Field – It was suggested that a metal zip wire (similar to the one installed in New Road park) could be sited near to the play area on grass matting.

The Committee was advised that should either of the above items be considered as possible additions to the two play areas, the full tendering process would be carried out and brought back to the next Council meeting for a decision.

Members discussed the two ideas put forward by the Chair and Vice Chair for utilising the remaining £70,000 of S106 funding.

RESOLVED to investigate extending the toddler area at Poets Field as a priority. Should there be any funds remaining, this could then be used to: -

- a) Install a zip wire at Poets Field, and
- b) Erect a Youth Shelter at Otter Way.

29. PROVISION OF SERVICES TO JUBILEE LAKE TEA ROOM

The Committee received a report from John MacIndoe, Grounds Maintenance Team Leader, regarding the provision of water and electricity to Jubilee Lake Tea Rooms, copy previously circulated.

Upon installation, the Tea Room was initially intended to be a temporary facility, for use during the spring and summer only. The Tea Room has proved to be popular, and as such planning permission has been granted to allow the facility to open all-year round. In order to allow the Tea Room to function efficiently,

an updated system for the provision of clean water and electricity is now required, as well as a way of effectively removing waste water. The current service provision is based upon the Tea Room operating on a seasonal basis only, which is not now the case.

Quotations were sought for the provision of clean water, removal of waste water, and supply of electricity to Jubilee Lake Tea Room, as outlined in the report. It was recommended that the Committee grant approval for the works to go ahead, and for Quotation a) at £2320 to be accepted, noting that there are sufficient funds within the Jubilee Lake budget to cover all costs.

The Committee's instructions were sought.

It was noted that the information regarding the installation of water pipes within some of the quotes did not comply with Thames Water regulations governing the depth of such pipes and the distance from an electricity supply. It was therefore suggested that due diligence tests be carried out before any work is undertaken.

RESOLVED to approve the installation of updated service provision systems at Jubilee Lake Tea Rooms, subject to due diligence checks.

30. MARLOWE WAY BUS SHELTER

The Committee received a report from Naomi Coleman, Administrative Officer, on the situation with Marlowe Way bus shelter, copy previously circulated.

Upon installation of the Marble Poppy in September 2015, the Town Council removed the bus shelter situated a few yards from the junction of Marlowe Way and the A3102. A number of concerns had been raised regarding the location of this bus stop, as cars trying to pass any stationary buses cannot see oncoming traffic, thus causing tail backs onto the A3102.

Since the removal of the bus shelter the Town Council has been liaising with Stagecoach to enquire about the possibility of moving the bus stop altogether. Stagecoach have provided a statement which is contained within the report, together with three options for the reinstatement of the bus shelter.

The Committee was asked to consider the three options for the siting of the bus stop in order to report back to Stagecoach with the preferred choice of location.

The Committee discussed the report and it was felt that the bus stop is situated in a dangerous location, which the Town Council noted several years ago when parking along Marlowe Way was an ongoing concern. Members were uncomfortable about reinstating the shelter if the bus stop was to remain at its present location, as this would not reflect the Town Council's view that the current location is not acceptable in terms of highway safety.

RESOLVED not to reinstate the shelter at the Marlowe Way bus stop due to ongoing concerns over highway safety.

31. ANNUAL ESTIMATES OF INCOME AND EXPENDITURE

The Committee was asked to consider making recommendations to the Revenue and Resources Committee for its budgetary position in the 2017-2018 financial year. Copies of the draft estimates relating to Amenities were previously circulated.

Members were reminded that the draft estimates represent on-going commitments and service provision at current levels. Changes have only been incorporated where there is a clear intent by the Council to undertake change following discussion with the Chairman. Members are also asked to note that to avoid problems previously experienced, all recharges have been set to zero for budgetary purposes only.

The Committee was asked to consider the draft budget for the 2017-2018 year and make recommendations accordingly.

RESOLVED to adopt the figures to take to the next Revenue and Resources Committee meeting.

32. BOROUGHFIELDS TOILETS

The Committee received an update on the situation regarding Boroughfields Toilets. The former disabled toilet is currently open as a unisex facility for all whilst the remainder of the building is undergoing renovations. The unisex facility will remain open until this part of the building is due for renovation, at which point it too will be closed in order to finish upgrading the building. It is hoped that once this has been completed, the entire block can be reopened in full in the Spring of 2017.

Members suggested that a statement be released when a date for the full closure is known, ensuring that the Town Council's role in the project is made clear.

33. COMMUNICATIONS

The Committee was asked to consider whether it would like any Communications released in respect of the agenda items.

RESOLVED not to issue any communications on this occasion.

The meeting closed at 8.55pm