

AGENDA

QUESTION TIME

To receive questions from members of the public for a period not exceeding ten minutes.

1. APOLOGIES

2. 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.

3. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements that the Chairman wishes to make.

4. CONFIRMATION OF MINUTES

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

5. LITTER REPORT

To receive the latest Vandalism and Litter Report, copy attached *Appendix A*.

6. **PLAY AREA AND OPEN SPACES WORKING PARTY**

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.

This 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.

Suggested items for discussion.

Otter Way – picnic/youth shelter – this could be used by parents with their children or youths and could be sited near the play area away from residents housing and would be in clear sight of the CCTV camera. A price will be available at the meeting.

Poets Field – a metal zip wire (similar to the one installed in New Road park) to be sited near to the play area on grass matting. A price will be available at the meeting.

If either of the above items are considered to be possible additions to the two play areas, full tendering process will be carried out and brought back to the next council meeting for a decision.

The Committee's instructions are sought.

7. **PROVISION OF SERVICES TO JUBILEE LAKE TEA ROOM**

To receive a report from John MacIndoe, Grounds Maintenance Team Leader, regarding the provision of water and electricity to Jubilee Lake Tea Rooms, copy attached *Appendix B*.

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 have been sought for the provision of clean water, removal of waste water, and supply of electricity to Jubilee Lake Tea Room, and are outlined in the report. It is 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 are sought.

8. MARLOWE WAY BUS SHELTER

To receive a report from Naomi Coleman, Administrative Officer, on the situation with Marlowe Way bus shelter, copy attached, *Appendix C*.

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 is 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.

9. ANNUAL ESTIMATES OF INCOME AND EXPENDITURE

The Committee is 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 are attached, *Appendix D*.

Members are 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 is asked to consider the draft budget for the 2017-2018 year and make recommendations accordingly.

10. BOROUGHFIELDS TOILETS

To receive an update of the Boroughfields Toilets from Councillor John Wilks.

11. COMMUNICATIONS

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