CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Amenities, Culture and Leisure Committee held at the Town Hall, High Street, Chippenham on Wednesday 19th October 2016 at 7pm.

PRESENT: Councillor: Sylvia Gibson (Chairman)

IN ATTENDANCE : Councillors Andy Phillips and Robert Giles (non-committee members)

PUBLIC PRESENT: None

OFFICERS PRESENT: Adrian Jones (Deputy Chief Executive)
                   Pete Hussey (Manager, Stanley Park Sports Ground)
                   Will Tidmarsh (Service Delivery Manager)
                   Charlotte Starkie (Head of Finance and Administration)

PUBLIC QUESTION TIME

There were no public questions.

33. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mary Fallon, Martin Coates and Sheila Veitch.

34. DECLARATION OF INTEREST

No declarations of interest were received.

35. MINUTES

The Minutes of the meeting held on Wednesday 31st August 2016 were approved as a correct record and signed by the Chairman.

36. CHAIRMAN’S ANNOUNCEMENTS

The Chairman confirmed that this meeting was the additional meeting requested by members.

37. WORKING PARTY MINUTES

Stanley Park Working Party

Councillor Sandie Webb introduced the Minutes of the meeting held on 6th October. It was a very good working party, with full member support, suggestions being made and the strategic needs of the community being considered. The Moornaker Gymnastics Club had been asked to provide a more solid financial business plan for its proposals for a new gymnasium on the site.
All income streams were being considered to ensure that the commercial viability of the site is maintained. A meeting had been held with the Wiltshire Football Association to explore the possibilities of their relocation to Stanley Park. If plans are provided then this council would get valuations on the potential commercial rental income.

The working party had come to the conclusion that before it does any further work advice needs to be sought from a leisure consultant to assist with the strategic plan for leisure and recreational provision on the site. Councillor Sandie Webb asked members to consider the following recommendations:

To seek tenders from specialist external advisers for a Strategic Assessment of the following:

(i) Current and future demand for sports provision in the town as relevant to Stanley Park Sports Ground and the future expansion of Chippenham.

(ii) Current and future objectives for Stanley Park Sports Ground, and other stakeholders with an interest in sport in the town including Wiltshire Council, the Wiltshire Football Association and other similar governing bodies and local sports bodies.

(iii) The associated outline costs and potential income streams of the future sports options.

(iv) The results of the tenders for the above piece of work – as defined in (i) to (iii) is brought back to a future meeting for the Amenities, Culture & Leisure Committee for consideration and approval.

**RESOLVED** that:

a. The Minutes of the Stanley Park Working Party on 6th October 2016 be noted.

b. Tenders be sought from specialist external advisers for a strategic assessment of:

   (i) Current and future demand for sports provision in the town as relevant to Stanley Park Sports Ground and the future expansion of Chippenham.

   (ii) Current and future objectives for Stanley Park Sports Ground, and other stakeholders with an interest in sport in the town including Wiltshire Council, the Wiltshire Football Association and other similar governing bodies and local sports bodies.

   (iii) The associated outline costs and potential income streams of the future sports options.

   (iv) The results of the tenders for the above piece of work be brought back to a future meeting for the Amenities, Culture & Leisure Committee for consideration and approval.

38. WILTSHIRE COUNCIL SERVICE LEVEL AGREEMENT FOR LITTER CLEARING, CLOSING AND OPENING OF THE HIGH STREET GATES AND THE AVAILABILITY OF LIFEBELTS
The Deputy Chief Executive explained that the Service Level Agreement and income associated with it was being withdrawn by Wiltshire Council. The impact was a loss of approximately £13,000 and therefore a budget deficit going forward. It was crucial that Chippenham Town Council continues to maintain a high standard to town centre cleanliness, in particular after the recent investment the council has made with the acquisition of the Green Machine pavement cleaner. Opportunities were available to do more partnership work with the BID through its Clean, Welcoming and Safe Group.

Members considered the following recommendations:

(i) That Strategy & Resources Committee agrees that a budget provision of £13,000 is made in the Town Council’s 2017/18 budget to enable it to continue to offer a daytime High Street cleaning service, following the withdrawal of the partnership funding by Wiltshire Council and linked to this top-up street cleaning function.

(ii) With effect from 1st April 2017 the Town Council ceases to open and close the High Street gates, in order for vehicles and bicycles to comply with the Traffic Orders imposed by Wiltshire Council.

(iii) With effect from 1st April 2017 the Town Council continues to maintain and replace the riverside lifebelts and remove chewing gum in the High Street, as available resources and budgets allow.

There was a general discussion on the following points:

- The responsibility for the gates are passed in their entirety to Wiltshire Council
- Chippenham Town Council staff will be utilised in a more productive manner
- Wiltshire Council are facing huge financial pressures and more services like this would be passed to the town council
- That this council must be prepared to negotiate over the services that Wiltshire Council can no longer support
- That Chippenham would be expanding in population in the future and although this would bring in additional council tax income, the council must be very careful with its budget to ensure that services that are the statutory responsibility of Wiltshire Council don’t creep into the town council’s area of responsibility without following the formal process
- The residents be informed, via a press release that the town council is taking on these additional services without any additional financial support.

**RESOLVED** that:

The Report be noted and that:

(iv) Strategy & Resources Committee is requested that a budget provision of £13,000 is made in the Town Council’s 2017/18 budget to enable it to continue to offer a daytime High Street cleaning service, following the withdrawal of the partnership funding by Wiltshire Council and linked to this top-up street cleaning function

(v) With effect from 1st April 2017 the Town Council ceases to open and close the High Street gates, in order for vehicles and bicycles to comply with the Traffic Orders imposed by Wiltshire Council
(vi) With effect from 1st April 2017 the Town Council continues to maintain and replace the riverside lifebelts and remove chewing gum in the High Street, as available resources and budgets allow.

(v) This action be included in a press release to be made about the devolution of services and budget pressures

39. **VEHICLE AND MACHINERY FIVE YEAR CAPITAL REPLACEMENT PROGRAMME**

The Deputy Chief Executive introduced his report and referred to the two vehicles that need to be replaced. He explained that the acquisition of the vehicles could be either by outright purchase or through a financial lease agreement.

There was a discussion on the following points:

- The merits of lease versus purchase
- The almost daily use of the vehicles
- The bespoke nature of the vehicle at Stanley Park that cannot be used in other parks
- The potential trade-in value and private sale value of the Stanley Park vehicle
- The constant financial pressure on this council to do more with its budget.

Members considered the following recommendations:

i) A sum of £10,000 is approved for inclusion in the Council’s 2017/18 capital budget as a contribution towards the Earmarked/Vehicles Replacement Fund

ii) The lease contribution payments built into the 2017/18 vehicle and machinery budgets are increased by £10,000 to enable the Town Council to lease a new fairway mower for Stanley Park Sports Ground

iii) The lease amount in the 2016/17 budget is rolled forward to 2017/18 thereby ensuring that sufficient funding is in place to meet the Council’s current lease obligations and to enable the lease of a new ride-on grass mower to replace the existing vehicle.

**RESOLVED that:**

The report be noted and that:

iv) A sum of £10,000 is approved for inclusion in the Council’s 2017/18 capital budget as a contribution towards the Earmarked/Vehicles Replacement Fund

v) The lease contribution payments built into the 2017/18 vehicle and machinery budgets are increased by £10,000 to enable the Town Council to lease a new fairway mower for Stanley Park Sports Ground

vi) The lease amount in the 2016/17 budget is rolled forward to 2017/18 thereby ensuring that sufficient funding is in place to meet the Council’s current lease
purchase obligations and to enable the lease of a new ride-on grass mower to replace the existing vehicle.

40. STANLEY PARK SPORTS GROUND OPERATIONAL REPORT

The Manager of Stanley Park introduced his report. Members were particularly keen to hear of the involvement of younger children in the Children’s Football Council. There was a brief discussion on whether Stanley Park could employ one of the many students that train at the facility as an Apprentice. This could be considered in the future, as the council has given support to the future employment of apprentices.

There was a discussion on the proposed temporary surface of the car park and it was agreed that the staff at Stanley Park would continue with local maintenance and repair over the winter months rather than invest in a more costly temporary surface.

RESOLVED that:

The report be noted.

41. ITEMS FOR FUTURE AGENDA

a. Councilor Melody Thompson requested that the following be considered at a future meeting:

Can additional car spaces be created in the North West corner of John Coles Park?

b. Councillor Nina Phillips requested that a discussion take place on the lack of signage across the town centre and what this council could do about this. It was agreed that this be discussed but that this matter might need to be referred to the Planning, Environment and Transport Committee for discussion.

c. Councillor David Powell, on behalf of Councillor Robert Giles, asked for an update on the Splashpad in John Coles Park.

42. DATE OF NEXT MEETING

The date of the next meeting of the Amenities, Culture and Leisure committee will be on Wednesday 16th November 2016.

The meeting closed at 8pm.

PLEASE NOTE: While every attempt has been made to ensure the accuracy of these minutes they are still subject to confirmation at the next meeting of the Committee and as such cannot be construed as an official record of this meeting until signed by the Chairman.

Signed on behalf of the Committee as a true record of the meeting:

Chairman:  
Date: