



Chippenham
Town Council

Improving
the quality
of town life

Wednesday 08 November 2017

To: Councillors:

Desna Allen (Chairman)
Holly Bradfield
Rajvir Gill
Ruth Lloyd
David Powell
Melody Thompson

Peter Bishop
Bill Douglas
Teresa Hutton
Nina Phillips
Chris Ruck
Sandie Webb

Dear Councillor,

**MEETING OF THE AMENITIES, CULTURE & LEISURE COMMITTEE – WEDNESDAY
15 NOVEMBER 2017**

You are summoned to attend the meeting of the Amenities, Culture & Leisure Committee to be held at The Town Hall, High Street, Chippenham on **Wednesday 15 November 2017** commencing at **7pm** for the transaction of the business given in the Agenda attached.

All council meetings are open to the public and press. Members of the public are invited to address the Council at this meeting at 7pm.

Yours faithfully,

Mark Smith MBA LLB (Hons) CMgr FCMI FILCM
Chief Executive

RECORDING OF PUBLIC COUNCIL MEETINGS

Recording and using social media is permitted at Council meetings which are open to the public - however, anyone wishing to do so must speak to the Town Council staff prior to the meeting as there are rules which must be followed.

7pm PUBLIC QUESTION TIME (not to exceed 30 minutes)

The public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

Any individual representation is limited to no more than 3 minutes. The Chairman will call the representation from those who are indicating that they wish to speak; written representations can also be received in advance of the meeting.

A record of any public participation session shall not be included in the Minutes, but included as an appendix note to the Minutes of the meeting.

AGENDA

AMENITIES, CULTURE & LEISURE COMMITTEE MEETING Wednesday 15 November 2017

1. APOLOGIES FOR ABSENCE

To receive apologies for absence and consider if the reason for absence should be formally approved by the Council.

2. DECLARATION OF INTEREST

All Members of the Town Council are reminded to declare any pecuniary or non-pecuniary interests they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the latest approved Code of Conduct.

Members are reminded to declare any dispensation granted in relation to any relevant matter.

3. MINUTES

To receive the draft minutes of the meeting held on Wednesday 30 August 2017 (copy attached).

4. CHAIRMANS ANNOUNCEMENTS

5. WORKING PARTY MINUTES

(i) Neeld Experience Working Party

To receive for information, the meeting notes of the Neeld Experience Working Party held on Monday 25 September, 16 October and 30 October (draft) 2017 (previously circulated).

(ii) To consider the following recommendation from the meeting held on 16 October 2017 - Recommendation that:

The draft Vision and Mission for the Neeld Community & Arts Venue is put forward to the next meeting of the Amenities, Culture & Leisure Committee for approval.

A copy of the draft Vision & Mission is included with the agenda (copy attached).

6. VEHICLE & MACHINERY FIVE YEAR CAPITAL REPLACEMENT PROGRAMME

To consider a report from the Deputy Chief Executive regarding the costs to replace vehicles and machinery primarily for inclusion in the 2018/19 budget and to note replacement costs for forthcoming years (copy attached).

7. PROPOSED BUDGET FOR 2018/19:

To receive a report by the Head of Finance & Administration regarding the above. (copies attached).

- (i) PROPOSED REVENUE AND CAPITAL BUDGET – 2018/19.
- (ii) PROPOSED ANNUAL FEES & CHARGES – 2018/19.

8. PLAY AREA ENHANCEMENTS

To receive a report by the Deputy Chief Executive on plans to enhance a number of the Council's play areas (copy attached).

9. COMMUNITY DEFIBRILLATOR

To consider a report by the Deputy Chief Executor on an initiative to install an accessible and centrally located defibrillator in the Town centre (copy attached).

10. MUSEUM

(i) Heritage Open Days

To consider a report by the Museum Curator on this year's Heritage Open Days programme and to agree plans for improving this offer for 2018 (copy attached).

(i) Signalling the Changes – the Westinghouse Legacy in Chippenham – Grant Application

To consider a report by the Museum Curator on details of a grant application submitted to support this project and the operational and staffing implications (copy attached).

(ii) To receive verbal reports on developments with regards to the Museum Entrance Project (Deputy Chief Executive) and the Gallery Development Project, Ready to Borrow Scheme (Museum Curator).

11. STANLEY PARK SPORTS GROUND

(i) BMX Track

To consider a report by the Deputy Chief Executive on proposals to amend the design of the BMX track (copy attached).

(ii) Forest Green Rovers FC – Community Education Project

To consider a report by the Manager of Stanley Park on a partnership initiative for Forest Green Rovers FC engaging with young people and schools in addition to a number of other initiatives (copy attached).

(iii) Car Park

To consider a report by the Manager of Stanley Park on progress with regards to the re-surfacing of the car park (copy attached).

12. ITEMS FOR FUTURE AGENDA

Members are invited to submit items for inclusion on future Committee Agenda that are within the Committee's remit. Any items submitted this evening are not for discussion at this meeting but may be considered for a future date. (This does not preclude Members putting forward written Motions or Recommendations at other times as specified in SO 8).

13. DATE OF NEXT MEETING

The next meeting of the Amenities, Culture & Leisure Committee will be held on Wednesday 10 January 2018.