



Chippenham
Town Council

Improving
the quality
of town life

Wednesday 03 January 2018

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 10 JANUARY 2018.**

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 10 January 2018** 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 10 January 2018

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 15 November 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 Tuesday 12 December 2017 (previously circulated).

6. WILTSHIRE COUNCIL – LOCAL HIGHWAY TOWN & PARISH COUNCIL MEETINGS

To note the dates and venues for the above annual meetings whereby Wiltshire Council Officers will be available to answer questions on matters pertaining to highways maintenance, play areas, amenity grass cutting, litter and sweeping. All meetings are 1900hrs to 2100hrs.

<u>Date</u>	<u>Venue</u>
1/5/18	City Hall, Salisbury
3/5/18	Cotswold Room, County Hall, Trowbridge
8/5/18	Council Chamber, Monkton Park, Chippenham
23/5/18	Kennet House, Devizes

7. JOHN COLES PARK – ANNUAL FUNDAY

To receive and consider a report from the Deputy Chief Executive on the Council's annual funday held at John Coles Park (copy attached).

8. VENUES – OPERATIONAL UPDATE

To receive a report from the Venues Manager regarding an operational update on the Council's venues (copy attached).

9. MUSEUM –DONATIONS POLICY

To receive and consider a report from the Museum Curator on the introduction of a donations policy (copy attached).

10. 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) STANLEY PARK SPORTS GROUND – OPERATIONAL REPORT

To receive a report from the Manager of Stanley Park Sports Ground including an update on the Forest Green Rovers FC Education Project (copy attached).

11. PRESS RELEASE

To consider, if necessary, the issue of a press release arising from the meeting.

12. EXCLUSION OF THE PUBLIC AND PRESS

To pass, if considered necessary, the following resolution:

“The press and public are excluded due to the confidential nature of the business under the Public Bodies (Admissions to Meetings Act) 1960 s1. sub section 2.

13. STANLEY PARK SPORTS GROUND – CATERING CONCESSION

To receive a report from the Deputy Chief Executive on the outcome of the recent tenders for a new catering concessionaire (copy attached).

14. DATE OF NEXT MEETING

The next meeting of the Amenities, Culture & Leisure Committee will be held on Wednesday 07 March 2018.