

CHIPPENHAM TOWN COUNCIL

AMENITIES, CULTURE AND LEISURE COMMITTEE

Minutes of the meeting of the Amenities, Culture and Leisure Committee held at the Town Hall, High Street, Chippenham on Wednesday 10 January 2018 at 7pm.

PRESENT: Councillors: Desna Allen (Chairman) Holly Bradfield
Peter Bishop Bill Douglas
Rajvir Gill Ruth Lloyd
Nina Phillips David Powell
Chris Ruck Teresa Hutton
Sandie Webb.

OFFICERS

PRESENT: Adrian Jones (Deputy Chief Executive)
Melissa Barnett (Curator of Chippenham Museum)
Pete Hussey (Manager of Stanley Park)
Mary Laing (Democratic & Civic Officer).

PUBLIC QUESTION TIME

There were no questions raised by the public.

55. APOLOGIES FOR ABSENCE

No apologies for absence were received.

56. DECLARATION OF INTEREST

No declarations of interest were made.

57. MINUTES

The minutes of the meeting held on Wednesday 15 November 2017 were approved as a correct record and duly signed by the Chairman.

58. CHAIRMANS ANNOUNCEMENTS

The Chairman thanked the Service Delivery team for the hard work throughout the Christmas period commenting that the lights were very attractive and welcoming and acknowledged the preparation required before, during and after the lights switch-on event.

59. WORKING PARTY MINUTES

(i) Neeld Experience Working Party

The Deputy Chief Executive presented the amended notes of the Neeld Experience Working Party on 12 December 2017 (copy in Minute book).

RESOLVED that:

The notes of the Neeld Experience Working Party meeting held on 12 December 2017 were received and duly noted.

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

The Chairman presented the dates for the annual meetings to Councillors and requested anyone wishing to attend should contact the Deputy Chief Executive. Councillors Chris Ruck and Nina Phillips indicated that they wish to attend.

61. JOHN COLES PARK – ANNUAL FUNDAY

The Deputy Chief Executive presented his report stating at the outset that his assumption that the annual funday was held in the past on a Saturday was incorrect as, it has been held on a Sunday. The 2017 event was deemed a success with much positive feedback and for this year's event, greater emphasis will be placed on bringing all areas of the park together. It was explained that the organisation of the event will be a collaborative approach amongst staff and this year, Tracy Howell (Customer Services and Information Officer) will be the focal point for suggestions and ideas.

RESOLVED that:

- i) Councillors agreed to the date of the annual funday held at John Coles Park on Saturday 9th June 2018.
- ii) Officers to seek to appoint a key sponsor to support the event.
- iii) The event format to be kept largely the same as in 2017, with an emphasis on ensuring that any events in both the top and bottom fields flow together and merge.

62. VENUES – OPERATIONAL UPDATE

The Deputy Chief Executive gave an overview of the Venues Manager's report including the achievement of a mixed range of programmes and new staff have increased ticket sales. Councillors asked for an update regarding the cinema project agreed at the meeting held on 30 August 2017 (Minute 38(ii) refers). The Deputy Chief Executive explained that the project is still being scoped out although a detailed response would be provided by the Venues Manager. Councillors agreed that events held in The Neeld are a positive addition to the night time economy of the town.

RESOLVED that:

- i) Councillors noted the report.
- ii) The Venues Manager to provide Councillors with an update on the cinema project.

63. MUSEUM – DONATIONS POLICY

Councillors received a report by the Museum Curator on a draft donations policy. The Museum currently have collection boxes for donations and the Curator suggested that if members of the public know their donation is being put towards a specific item, this would increase donations. This could also lead to bequests and legacies being left in wills.

Councillors requested a press release to promote this idea.

RESOLVED that:

- i) An Ear Marked Fund (EMF) for the collection of donations is set up. This money will be used solely for the purchase of relevant objects and collections.
- ii) The Museum actively fundraise for donations and legacies stating that the funds are used for improving and developing the Museum collections.
- iii) In the long term, consideration is given to the setting up of a charitable arm to the Museum so that gift aid can be reclaimed.

64. STANLEY PARK SPORTS GROUND

i) BMX TRACK

Councillors received a follow-up report to the one presented at the previous meeting on proposals to amend the design of the BMX track thereby making it more appealing to a wide range of users. The report included three quotations and Councillors favored quotation C. A discussion ensued on the merits of consulting with the community on the planned amendments to the track's design.

Councillors agreed unanimously to proceed with quotation C and that a recommendation is made to Full Council that the works is funded from General Reserves. Officers to conduct a consultation exercise and press release on the proposed design amendments.

RECOMMENDED THAT that:

- i) Full Council agrees to the re-design of the BMX track at Stanley Park Sports Ground at a cost of £16,480 plus vat and that the cost of the work is met from General Reserves.

ii) STANLEY PARK SPORTS GROUND – OPERATIONAL REPORT

The Stanley Park Sports Ground Manager gave an overview of his report stating the car park resurfacing is moving forward with input from MEA who are providing advice on such matters as planning permission, procurement and detailed specification.

The collaborative partnership with Forest Green Rovers FC and the Council is progressing well, with both parties seeking to engage with local schools to offer sports opportunities on a regular basis.

Partnership working with Pulse Academy with the Sport in the Community Scheme is going from strength to strength with over 485 children being coached each week.

Officers have received a proposal to install a wind turbine at the site at a cost of £67,000+. The preventative factor was that the only suitable location was within one of the existing pitches which would have had a detrimental impact on the sports/football offer. Officers are awaiting a further proposal on solar panels.

RESOLVED that:

Councillors noted the report.

65. PRESS RELEASE

The following press releases were requested by Councillors:

- i) The Museum Donation Policy
- ii) John Coles funday
- iii) BMX Track design pending funding approval from Full Council.

66. EXCLUSION OF THE PUBLIC AND PRESS

Councillors agree to the passing of 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.

67. STANLEY PARK SPORTS GROUND – CATERING CONCESSION

Three companies have submitted quotes, Councillors agreed with the Officers report to select Company C. Officers will liaise with the company with regards to the necessary due diligence and pre-appointment checks.

RESOLVED that:

- i) Subject to a satisfactory interview and all necessary checks, Company C are appointed as the new catering concession at Stanley Park Sports Ground.
- ii) The Chief Executive is delegated authority to enter into an agreement with Company C on the terms detailed in this report.

68. DATE OF NEXT MEETING

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

The meeting closed at 7.50pm.

These minutes are subject to confirmation at the next meeting.

Signed on behalf of the Town Council as a true record of the meeting.

Signature

Date