

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 07 March 2018 at 7pm.

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

OFFICERS

PRESENT: Adrian Jones (Deputy Chief Executive)
Melissa Barnett (Museum Curator/Manager)
Pete Hussey (Manager - Stanley Park Sports Ground)
Mary Laing (Democratic & Civic Officer)

PUBLIC QUESTION TIME

There were no questions raised by the public.

69. APOLOGIES FOR ABSENCE

No apologies for absence were received.

70. DECLARATION OF INTEREST

No declarations of interest were made.

71. MINUTES

The minutes of the meeting held on Wednesday 10 January 2018 were approved as a correct record and duly signed by the Chairman.

72. CHAIRMANS ANNOUNCEMENTS

The Chairman thanked Officers for maintaining Council services during the recent bad weather. The Chairman welcomed some new staff appointments namely: Julie Hook (Venues Manager, starts on 3rd April), Kerry Latham (Venues Booking Coordinator, started 5th March) and Rhiannon Jones (Marketing & Box Office Coordinator, started 22nd January).

73. ANNUAL FACILITIES AND AMENITIES TOUR

The Deputy Chief Executive presented the report and Councillors discussed the proposed tour route and date. It was stated that the route is provisional and subject to change and Councillors were encouraged to advise Officers if they wanted to visit a particular area of interest.

RESOLVED that:

The date for the Annual Facilities and Amenities Tour was agreed as Wednesday 18 July 2018 and all Councillors and new staff will be invited to attend.

74. BRITAIN IN BLOOM

The Town Council has in the past (i.e. some 10 years ago) submitted applications to the Britain in Bloom Campaign. It was confirmed that this is a year one action linked to the recently adopted Corporate Plan. Councillors were all in favour of entering the specific categories highlighted in the report.

RESOLVED that:

- (i) Council submits applications for the Town Centre and Pride in Parks (John Coles Park and Stanley Park) award categories for South West in Bloom.
- (ii) Officers seek to engage with other local groups and organisations in pursuance of the entries to South West in Bloom.
- (iii) A press release is issued to raise the profile of the Council's planned entry to South West in Bloom.

Councillor Andy Phillips joined the meeting.

75. MUSEUM

(i) Projects and Programme of Events 2018 / 2019

Councillors were updated about the recent enhancements within the Museum which enables touring exhibitions to be hosted at the Museum. A number of new exhibitions and forthcoming events were highlighted including the Creative Wiltshire Project, 'Gossip and Scandal in Georgian Chippenham' and a play entitled "The Cause – overture of Rebellion and revolt".

RESOLVED that:

Councillors noted the report.

(ii) Commemorative World War 1 Tapestry

The Museum Curator gave an overview of the report on the work associated with the production of a tapestry/textile in Commemoration of World War 1. It was agreed that any future change in the design of the tapestry or indeed any aspect of the project delivery plan, should be made at a Committee level.

RESOLVED that:

- (i) Approval was given for the appointment of a local textile artist at a cost of £8,456.50.

(ii) Officers to progress the project as detailed in the report.

(iii) Any future changes in the project delivery plan to be made by the Amenities, Culture & Leisure Committee.

(iii) Museum Entrance Project

The Deputy Chief Executive updated Councillors on the project's progress to date. Works commenced on 12 February 2018 and is on target to be completed by 06 April 2018. Councillors asked if the taxi rank outside the Museum entrance could be relocated. The Deputy Chief Executive stated that he would refer this to Wiltshire Council for consideration. The outside of the Museum and adjacent building, that the Council owns and leases, will also be painted. Signage for the Museum is ongoing. There will be an official opening in due course.

RESOLVED that:

Councillors noted the verbal update.

76. MONKTON PARK TOILETS

The Deputy Chief Executive presented his report recommending that a new 20p admission charge is levied, thereby bringing this facility in line with similar charges at both the Bath Road and Timber Street Council toilets. It was stated that since the report was circulated, Offices have been able to reduce the cost of the proposed coin mechanisms from £4,950 to £4,500.

In response to Councillor's questions, the Deputy Chief Executive confirmed that all income received would come to the Town Council direct and would go towards mitigating the cost of operating these facilities. Reference was made to the British Toilet Association who were advocating that local authorities should look to retain public conveniences rather than close them, even if it means charging for their use.

RESOLVED that:

Coin entry (20p) door mechanisms are installed at the Monkton Park toilet facilities.

77. HIGH STREET GATES

Councillors received a report by the Deputy Chief Executive on a proposal to take back from Wiltshire Council the responsibility for the opening and closing of the High Street gates. This used to form part of the duties of the Town Council via a formal Service Level Agreement (SLA) with Wiltshire Council. This SLA was subsequently terminated by Wiltshire Council and the responsibility for the operation of the gates resorted back to Wiltshire Council on 01 April 2017.

As there have been some operational implications, Officers from both Wiltshire Council and the Town Council have been in discussion regarding the gate's operation reverting back to the Town Council. In return, Wiltshire Council would make a payment of £7,000 for undertaking such duties.

Following discussion Councillors unanimously agreed to support the recommendations.

RESOLVED that:

- i) Pending final confirmation from Wiltshire Council, the Town Council enters into an agreement for the operation of the High Street gates to ensure compliance with the existing Traffic Orders.
- ii) The Town Council accepts responsibility for the operation of the High Street gates on the proviso that a payment of £7,000 is made by Wiltshire Council.
- iii) The Chief Executive is delegated authority to sign any agreement pertaining to the above.

78. STANLEY PARK SPORTS GROUND

(i) BMX / Pump Track

Following consultation with the public, some extensive feedback had been received regarding the Council's plans to amend the design of the track.

It was reported that quite a few comments were made regarding the provision of a skate park for the town and the Deputy Chief Executive read out one comment from a resident who supported the plans as the new design would enable her younger sons to use the facility, 'at present they found the large jumps somewhat daunting'.

The work will commence on 16 April 2018 and will take two weeks to complete. The poor drainage issues on the site will also be addressed.

RESOLVED that:

Councillors noted the report and requested a press release.

(ii) End of Season Events and Functions

Councillors received a report by the Manager of Stanley Park stating that FC Chippenham Youth had approached the Council seeking permission to locate a marquee at Stanley Park. The marquee would be purchased by the football club and used for end of season presentations and made available for the Council to use as part of the annual Chippenham School Games.

Councillors agreed to the granting of this provision which would enable the Council to gauge its use and future viability.

RESOLVED that:

Councillors approved the siting of a temporary marquee at Stanley Park Sports Ground.

79. PRESS RELEASE

The following press releases were requested by Councillors:

- (i) Britain in Bloom
- (ii) Monkton Park Toilets
- (iii) BMX / Pump Track

80. EXCLUSION OF THE PUBLIC AND PRESS

Councillors agreed 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.

81. STANLEY PARK SPORTS GROUND – FUTURE SPORT AND RECREATION STRATEGIC ASSESSMENT

The Deputy Chief Executive presented a report that sought to embark on a future sport and recreation strategic assessment for Stanley Park. It was stated that this project was deferred by Council in June 2017, pending the adoption of the Corporate Plan.

The tender submissions were considered and Councillors agreed to the appointment of The Sport, Leisure and Culture Consultancy Ltd (SLC) as detailed in the report (copy in Minute Book) subject to an interview by the Stanley Park Working Party.

RESOLVED that:

- (i) Councillors agreed that it should pursue a future sport and recreation strategic assessment of Stanley Park Sports Ground in 2018/19.
- (ii) The Sport, Leisure and Culture Consultancy Ltd. (SLC) are appointed as the lead consultant at the fee indicated in the report, subject to the outcome of a meeting with the Stanley Park Working Party.

82. DATE OF NEXT MEETING

The next meeting of the Amenities, Culture & Leisure Committee will be held on Wednesday 06 June 2018.

The meeting closed at 8.10pm.

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