



Chippenham
Town Council

Improving
the quality
of town life

Wednesday 28 February 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 07 MARCH 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 07 March 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 07 March 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 10 January 2018 (copy attached).

4. CHAIRMANS ANNOUNCEMENTS

5. ANNUAL FACILITIES AND AMENITIES TOUR

To consider a date for the annual tour by Councillors and new staff to view Town Council facilities (copy attached).

6. BRITAIN IN BLOOM

To receive a report from the Deputy Chief Executive on the proposal that Council supports this campaign (copy attached).

7. MUSEUM

(i) Projects and Programme of Events 2018 / 2019

To receive a report from the Museum Curator on planned projects and events for 2018/19 (copy attached).

(ii) Commemorative World War 1 Tapestry

To receive a progress report from the Learning and Outreach Officer on the Tapestry project (copy attached).

(iii) Museum Entrance Project

To receive a verbal update from the Deputy Chief Executive on the Museum entrance and retail space project and progress to date.

8. MONKTON PARK TOILETS

To receive a report from the Deputy Chief Executive on a proposal to install coin entry mechanisms at the Monkton Park Toilets (copy attached).

9. HIGH STREET GATES

To receive a report from the Deputy Chief Executive on a proposal to return control of the opening and closing of the High Street Gates to the Town Council (copy attached).

10. STANLEY PARK SPORTS GROUND

(i) BMX / Pump Track

To receive a report from the Deputy Chief Executive on the progress of the design of the BMX / Pump track (copy attached).

(ii) End of Season Events and Functions

To receive a report from the Manager of Stanley Park Sports Ground for the proposal to erect a marquee for end of season presentations (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 – FUTURE SPORT AND RECREATION STRATEGIC ASSESSMENT**

To receive a report from the Deputy Chief Executive (copy attached).

14. **DATE OF NEXT MEETING**

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