

# 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 1 August 2018 at 7pm.

**PRESENT:** Councillors: Desna Allen  
Holly Bradfield (7.10pm)  
Clare Cape  
Rajvir Gill  
Melody Thompson  
Peter Bishop  
Jenny Budgell  
Bill Douglas  
Teresa Hutton (Chairman)  
Sandie Webb

### OFFICERS

**PRESENT:** Mark Smith (Chief Executive)  
Adrian Jones (Deputy Chief Executive)  
Daryl Jones (Corporate Support Manager)  
Lynsey Nichols (Communications & Marketing Officer)  
Julie Hook (Venues Manager)  
Pete Hussey (Manager - Stanley Park Sports Ground)  
Will Tidmarsh (Service Delivery Manager)  
Heather Rae (Democratic & Civic Officer)

### PUBLIC QUESTION TIME

There were no questions raised by the public.

### 22. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ruth Lloyd, David Powell, Nina Phillips and Chris Ruck.

### 23. NOTIFICATION OF SUBSTITUTION

Notification received that Councillor Jenny Budgell would be substituting for Councillor Ruth Lloyd and Councillor Clare Cape would be substituting for Councillor David Powell.

### 24. DECLARATION OF INTEREST

No declarations of interest were made.

### 25. MINUTES

The minutes of the meeting held on Wednesday 6 June 2018 were approved as a true record and duly signed by the Chairman.

### 26. CHAIRMANS ANNOUNCEMENTS

i) The Chairman thanked the Councillors and Marketing &

Communications Officer for providing a stand at the Vintage Carnival.

- ii) The Chairman stated that the condition of the 3G pitches at Stanley Park had been tested and meets the FA Standard Code of Rules for Use – 3G Football Turf Use.
- iii) The Chairman updated the Councillors on staffing and current recruitment plans.
- iv) The Chairman congratulated the Museum for the 'Little Bath' Georgian themed display.
- v) The Chairman stated that following a recommendation via the PET Committee, Wiltshire Council were currently considering moving the taxi rank and swapping with the disabled bays at the top of the Market Place.
- vi) The Chairman commented on how well the outdoor team had prepared the floral displays and cleanliness of the town in preparation for the 'Chippenham in Bloom' judging on Friday.

**27. PUBLIC PETITION**

The Deputy Chief Executive presented the report in respect of the public petition regarding the design of the pedestrian access / exit gates to John Coles Park.

**RESOLVED that**

The report be noted.

**28. ALLOTMENTS FEES**

The Deputy Chief Executive presented the report on a proposal to request that the Chippenham Garden & Allotment Society (acting as agents to the Town Council) serves a notice of a rent review on all allotment tenants effective from 29<sup>th</sup> September 2019.

It was proposed by Councillor Bill Douglas, seconded by Councillor Desna Allen and with all in favour it was,

**RESOLVED that**

- i) The Chippenham Garden & Allotment Society acting as agents for the Town Council serves notice of a rent review on all allotment holders before 29<sup>th</sup> September 2018 effective from 29<sup>th</sup> September 2019.
- ii) That the rent payable from 29<sup>th</sup> September 2019 be £7.50 per lug or £75.00 per full size plot (10 lugs) and £37.50 per half size plot (5 lugs).

- iii) That the Management Fee payment to the Chippenham Garden & Allotment Society for 2019/20 be adjusted in line with any uplift the Council might apply, when it sets next year's budget later this year.

**29. STANLEY PARK**

The Manager of Stanley Park Sports Ground presented a report on the outcomes of discussions with Forest Green Rovers Football Club regarding additional land to expand their temporary building unit. This was confirmed as no longer required.

**RESOLVED that**

The report be noted.

**30. NEELD CINEMA PROJECT**

The Venues Manager presented the report updating Councillors on the project to purchase equipment to enable a film / screening at the Neeld Community and Arts Centre.

**RESOLVED that**

That the Town Council pursues the option of film screening using the services of an external third party provider.

**31. JOHN COLES PARK**

i) Anti-Social Behaviour

The Stanley Park Sports Ground Manager presented the report to inform Councillors on the positive actions put in place to overcome instances of anti-social behaviour in John Coles Park.

**RESOLVED that**

The report be noted.

ii) Fun Day

The Deputy Chief Executive presented the Customer Services & Information Officers' report to review the family fun day held at John Coles Park on Saturday 9<sup>th</sup> June 2018, and to agree the format and date for the Town Council's annual fun day in 2019.

**RESOLVED that**

- a) The report be noted.

- b) Councillors confirm the date next year will be on Saturday 8 June 2019, and that the proposed format will be to further develop the fun day activities, in keeping with the planning and layout of this year's event,
- c) Councillors recommend during the budget planning for 2019/20, that the fun day budget is raised to £5000.

### **32. PARTNERSHIP WORKING WITH WILTSHIRE COUNCIL**

#### **i) Bridge Centre Update**

The Deputy Chief Executive gave a verbal update informing the Councillors that the Town Council has now engaged in a licence from Wiltshire Council with effect from 1 August 2018 to maintain the whole area of the Bridge Centre with the exception of the central car park.

#### **ii) Barrowman / Litter Initiative**

The Service Delivery Manager presented the report informing Councillors of a new Wiltshire Council initiative to increase litter clearance and street sweeping in the town by 20 hours per week.

#### **RESOLVED that**

The report be noted.

### **33. CHIPPENHAM CYCLE NETWORK DEVELOPMENT GROUP**

The Deputy Chief Executive gave a verbal update on the Chippenham Cycle Network informing Councillors that a request had been received from Councillor Nick Murry for two volunteers; one each from the PET and ACL Committees. Councillor Clare Cape in her capacity as substitute for this meeting volunteered and Councillors present agreed that she could represent ACL on the Chippenham Cycle Network Development Group.

### **34. PRESS RELEASE**

Councillors agreed that press releases should be made regarding the Stanley Park Car Park and the 3 G pitches and the maintenance of the Bridge Centre.

### **35. DATE OF NEXT MEETING**

The next meeting of the Amenities, Culture & Leisure Committee will be held on Wednesday 12 September 2018.

### **36. 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.

**37. ROUNABOUT SPONSORSHIP**

The Deputy Chief Executive presented the report to consider a proposal for the Town Council to take on the future grounds maintenance, responsibilities and sponsorship opportunities of a number of roundabouts in the town.

**RESOLVED that**

- i) The Town Council takes on the future maintenance of the 8 roundabouts on a 10 year ‘licence to maintain’ from Wiltshire Council.
- ii) The Town Council offer sponsorship packages to local businesses on a 2 year basis and thereafter review accordingly.

The meeting closed at 7.57pm

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