

MINUTES
of the
Devolved Services and Assets Sub-Committee
held on Thursday 26th July 2018 at 10.00am
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Committee Membership:

Cllr Brett (East) Chairman	*	Cllr Fryer (Broadway)	A
Cllr Doyle (East)	A	Cllr Jolley (Broadway) Vice Chairman	A
Cllr Fraser (West)	*	Cllr Ridout (West)	*

Key: *Present **A** Apologies received **Ab** Absent

In attendance:

Officers: Fiona Fox, Town Clerk and Responsible Financial Officer, Stuart Legg, Park and Open Spaces Manager, Tom Dommett, Assistant Town Clerk

Public and press: 3 members of the public and 0 press

DS/18/019 Apologies for absence

Apologies were received and accepted from Councillors Fryer and Jolley

DS/18/020 Declarations of Interest

None.

DS/18/021 Minutes

DS/18/021.1 The minutes of the meeting held on 28th June 2018 were approved as a true record and signed by the chairman.

DS/18/021.2 None.

DS/18/022 Chairman's Announcements

None.

Standing Orders were suspended to allow for public participation

DS/18/023 Public Participation

Harriet James said it was very helpful that figures put up on the Town Council website regarding the cost of maintaining the play areas if maintenance is

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transferred from Wiltshire Council.

Harriet asked does the £45,000 include playground in the Lake Pleasure Grounds? The answer is no. That is already maintained by the Town Council.

Harriet said she had noticed that the Boat House Lights seem to be on randomly The Chairman replied that the Council is aware of the issue.

Cllr Nicklin spoke regarding agenda item 13, the Café Shutters – he expressed a little concern that the costing were not available in advance to members of the public.

Standing Orders were reinstated following public participation

DS/18/024 Reports from Unitary Authority Members

Nothing to report relating to this committee

DS/18/025 Clerk's Report: Town Park and Associated Land

We are having to replace rowlocks on a row boat, as they were lost in lake due to not being attached securely enough. The cost is expected to be around £20

The Café continues to do very well in the hot weather, with takings continuing an upward trend.

DS/18/026 Friends of Warminster Park

Nothing to report until the meeting with Town Council to discuss funding applications on 4th September.

DS/18/027 Play Areas Working Group (PAWG)

The Chairman report the Council is about three quarters of the way through the programme of visits to each play area. Even in those where only a few people were spoken to, there were good conversations and plenty of useful information. The highest turnout was at Victoria Fields with over a dozen residents. They were recommended to become a proper/formal residents association. So far there had been 39 online responses and 25 paper questionnaires returned. The Chairman had given a radio interview on the topic. It was reported that the Victoria Fields play area was run by the developers but is currently being transferred to Wiltshire Council. The transfer from the developer (Persimmon) to Wiltshire Council includes other land on the estate, but the Town Council is not discussing anything other than the transfer of the play area.

Future actions to promote the community engagement include visiting the Lake Pleasure Ground talking to the public and encouraging them to complete questionnaires on the spot, online or take a paper copy and return it to the Café. Further press releases and encouraging users of the Pavilion Café to complete questionnaires.

DS/18/028 Commemorative Tree Request

It will be a native species tree and will not be planted until October. The tree will be provided free to Town Council. It was noted that The Lake in the Lake Pleasure

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Grounds was dug by WW1 Veterans. Members approved the request Proposed Cllr Fraser Seconded Cllr Ridout agreed unanimously.

DS/18/029 **LPG: CCTV**

Looking at installing on the street lamp column by the park entrance a mobile camera which can be transferred to other locations as and when required. Also looking at installing a pole to cover the putting green, which could then have a solar powered camera attached. These would be 4G so images can be accessed by wi-fi. It would be a capital expenditure. There are no installation costs apart from hire of a cherry picker. The Camera would cost in the region of £530 - £900.

The Chairman was very disappointed by the vandalism and took the view that this kind of behaviour needs to be nipped in the bud.

It was agreed to move forward with the purchase of one mobile solar camera. Proposed Cllr Ridout, Seconded Cllr Fraser, carried unanimously.

DS/18/030 **Treework**

Decision for members is one of these trees in removed (priority3) and the other priority 1. It was agreed that it made sense for the work on both trees to be done and the same time and to seek quotations based on that Proposed Cllr Fraser, Seconded Cllr Ridout, carried unanimously.

DS/18/031 **Café Shutters**

The Parks and Open Spaces Manager reaffirmed that the shutters are heavy There are seven shutters and would not be installed these days. They are maintained correctly and designed to be lifted manually. They are serviced twice a year.

Quotations have been sought for retrofitting motors and for replacement of shutters, a range of responses had been received; firstly, retrofitting is not possible; secondly, not something that they would recommend to do; and finally, it can be done. The cost of retrofitting motors was £2000 plus Vat, to replace the existing shutter with second-hand shutters was £8,500 and to install new shutters was £12,000.

It was suggested the Chairman, Clerk and the POSM Manger should investigate the costs and viability of retrofitting motor further. Should they be satisfied that the work can be done to satisfactory standard for around that sum they have approval to proceed.

Proposed Cllr Brett, Seconded Cllr Fraser, agreed unanimously.

DS/18/032 **Green Flag**

The Chairman expressed the gratitude to all staff and others for all their hard work and the POPM for his leadership. The Chairman endorsed the draft press release. All Cllrs have received invite for Green Flag Celebration 2pm today.

DS/18/033 **Budget Implications**

Tree works £900

Café shutters - £2000 subject to satisfaction that the work can be done to satisfactory standard for that sum.

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DS/18/034 **Communications**
Green Flag Award – Cllr Brett.

Meeting ended: 11.03 am

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