

12th November 2018

Dear Councillor

You are summoned to a meeting of the:

Full Council

**on Monday 19th November 2018 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB**

Membership:

Cllr Batchelor (Broadway)	Cllr Jolley (Broadway)
Cllr Brett (East)	Cllr Macfarlane (West)
Cllr Davis (East)	Cllr Nicklin, Chairman of Council and Mayor (West)
Cllr Doyle (East)	Cllr Pitcher (Broadway)
Cllr Fraser (West)	Cllr Ridout (West)
Cllr Fryer (Broadway)	Cllr Robbins (East)
Cllr Jeffries Vice Chairman of Council and Deputy Mayor (Copheap)	

Members of the public are warmly welcome to attend meetings of the Council and its committees, unless excluded due to the confidential nature of the business.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Fiona Fox', with a small mark below it.

Fiona Fox BA (Hons) MCIPD FILCM
Town Clerk

A G E N D A

1. Apologies for Absence

To receive and accept apologies, including reason for absence, from those unable to attend.

2. Declarations of Interest

To receive any declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

3. **Minutes**

3.1 To approve as a correct record, the minutes of the Full Council meeting held on Monday 17th September 2018; copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore be taken as read.

3.2 To note any matters arising from the minutes of the meeting held on Monday 17th September 2018.

4. **Mayor's Announcements**

4.1 To note any announcements made by the Mayor.

4.2 To note the engagements for the Mayor **(See attached)**.

5. **Questions**

To receive questions from members of the Council submitted in advance.

6. **To Authorise the Sealing of Documents**

None.

Standing Orders will be suspended to allow for public participation.

7. **Public Participation**

To enable members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations.

Standing Orders will be reinstated following public participation.

8. **Correspondence Circulated**

Members to note the list of all correspondence circulated to members since the last meeting. **(See attached)**.

9. **Reports from Unitary Authority Members & Police**

To note reports provided which are relevant to the Council.

10. **Reports from External Representatives**

To receive brief reports from any member who has attended an external meeting as a Council representative.

11. **Proceedings of Committee**

To receive minutes with recommendations from Committees, already circulated, and to consider any questions arising from them.

11.1 HR Committee: 9th July and 2nd October 2018 respectively.

11.2 Finance and Assets Committee: 3rd September and 17th September 2018 respectively.

11.3 Planning Advisory Committee: 10th September and 22nd October 2018 respectively.

11.4 Devolved Services and Assets Committee: 10th September 2018.

12. **Conclusion of the Annual Return**

Members to confirm the successful conclusion of the annual return for the year ended 31st March 2018, with no matters of concern raised by the external auditor. **(See attached)**.

13. Community Infrastructure Levy (CIL)

From the meeting of the Full Council, 17th September 2018, FC/18/062.2 refers: Members resolved to form a working group to recommend to Council the process by which projects will be considered for inclusion on the rolling list referred to in the CIL policy. To report back to the next Council meeting. Appointed to the working group were Cllrs Ridout, Nicklin and Fraser.

A report to Council is attached for members approval. **(See attached).**

Members are requested to resolve:

- 13.1 Approval of the process by which projects will be considered for CIL.**
- 13.2 To approve the short and long list of CIL projects as recommended by the CIL Working Party.**
- 13.3 That the CIL Working Group will meet on an ad hoc basis to consider projects forwarded from Council committees, and that these will be ranked and commended to Council for approval.**
- 13.4 That a standing item on committee agendas will be any new projects for consideration by the CIL Working Group**

14. Skatepark Project

The Skatepark working group have met on several occasions and have received the quantity surveyor's estimate analysis for the project. This totals £265,682. **(See attached).**

To note.

The funding application to the Military Covenant was submitted in September, and the Plain Action application is due for submission by the end of November. **(FC/18/063.5 refers).**

To note.

The Working Party will continue to meet on an ad hoc basis as required.

15. Play Areas

As instructed by Council, officers have entered into discussions with Wiltshire Council regarding the asset transfer of eight play areas within Warminster. **(See attached).**

A report is attached detailing the negotiations to date and recommendations on the way forward. These require resolution by members.

- 15.1 To agree to proceed to negotiate a Lease arrangement for the eight play areas.**
- 15.2 Delegate the details of the agreement to the Town Clerk**

16. Communications

The members to decide on items requiring a press release and **to nominate** a speaker for any item on the agenda if required.

The next meeting will be held on the 21st January 2019

Minutes from this meeting will be available to all members of the public either from our website www.warminster.uk.com or by contacting us at Warminster Civic Centre.

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Mayor's Engagements for Full Council
Councillor Tony Nicklin 10th September - 12th November 2018

Wednesday 12 th September	Visit to New Indoor Horse Arena, Fairfield Farm College
Friday 14 th September	Wessex Multiple Sclerosis celebration for winning the Queens Award
Saturday 15 th September	Mayor's Parlour, Warminster Community Radio
Sunday 16 th September	Wilton Civic Service
Saturday 20 th October	Opening of the new premises of the RSPCA
Saturday 20 th October	Mayors Civic Reception
Sunday 21 st October	Westbury Civic Service
Sunday 28 th October	Royal Wootton Bassett Civic Service
Sunday 4 th November	Garrison Bonfire (Deputy Mayor Councillor Steve Jeffries attended)
Saturday 10 th November	Remembrance Day Service, St Giles, Imber
Sunday 11 th November	Remembrance Day Parade

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CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
10.09.18	Wiltshire Police	Crime Update 6-10 Sept 2018 10/09/2018	email
10.09.18	Wiltshire Council	Planning decisions for August	email
11.09.18	Wiltshire Council	Agenda for Western Area Planning Committee, Wednesday, 19th September 2018, 3.00 pm	email
12.09.18	Selwood Housing Society Ltd.	Proposed sale of 35 West Parade Warminster by Selwood Housing Society Ltd.	email
12.09.18	Wiltshire Council	Crime Update 10-11 Sept 2018 11/09/2018	email
12.09.18	Wiltshire Police	Crime Update 11-12 Sept 2018 12/09/2018	email
12.09.18	Wiltshire Council	Parish Newsletter - w/b 10 September 2018	email
13.09.18	Wiltshire Council	Ask for Angela	email
13.09.18	Wiltshire Police	Crime Prevention Message - Scam Calls 13/09/2018	email
14.09.18	Tynings Allotments	Allotments Management Minutes	email
14.09.18	Wiltshire Council	Latest news and events from Warminster Our Community Matters for 09/14/2018	email
18.09.18	Wiltshire Police	Crime Update 13-17 Sept 2018 17/09/2018	email
18.09.18	Wiltshire Police	Wiltshire wide knife amnesty and crime prevention fortnight	email
18.09.18	Wiltshire Police	Wiltshire Police needs your views on equality and diversity in policing	email
19.09.18	Wiltshire Police	Crime Update 18-19 Sept 2018	email
20.09.18	Wiltshire Council	Briefing Note 368 - Wiltshire Local Plan Review Update	email
20.09.18	Wiltshire Police	Crime Update 19-20 Sept 2018 20/09/2018	email
20.09.18	Wiltshire Police	Public Appeal 20/09/2018	email

CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
21.09.18	Wiltshire Police	Op Sceptre - Knives Amnesty 17-30 Sept 2018	email
21.09.18	Action Fraud	Alert- Fake Tv Licensing Refund Offers 21/09/2018	email
24.09.18	Wiltshire Police	Crime Update 20-24 Sept 2018 24/09/2018	email
25.09.18	Rural Services Network	The Rural Bulletin - 25 September 2018	email
25.09.18	Wiltshire Police	Crime Update 24-25 Sept 2018 25/09/2018	email
26.09.18	Wiltshire Police	Crime Update 25-26 Sept 2018 26/09/2018	email
28.09.18	Wiltshire Police	Crime Update 26-27 Sept 2018 27/09/2018	email
28.09.18	Jacqui Abbott Wiltshire Council	Latest news and events from Warminster Our Community Matters for 09/28/2018	email
01.10.18	Wiltshire Police	Crime Update 27-29 Sept 2018 29/09/2018	email
01.10.18	Wiltshire Police	Crime Update 29 Sept - 1 Oct 2018 01/10/2018	email
02.10.18	Wiltshire Police	We Need Fairer Funding To Protect The Public Says Pcc 01/10/2018	email
03.10.18	Wiltshire Police	Crime Update 2-3 Oct 2018 03/10/2018	email
08.10.18	Wiltshire Council	Cllr Mrs Wayman's September Highways Newsletter	email
09.10.18	Wiltshire Council	Crime Update 3-8 Oct 2018 08/10/2018	email
09.10.18	Wiltshire Council	Planning decisions for September	email
09.10.18	Wiltshire Council	Joint Independent Audit Committee - Independent Member 09/10/2018	email
10.10.18	Wiltshire Police	Crime Update 9-10 Oct 2018 10/10/2018	email
15.10.18	Wiltshire Police	Nhw Support and Training Drop-In Seminar - Tisbury 13/10/2018	email
16.10.18	Wiltshire Police	Crime Update 10-15 Oct 2018 15/10/2018	email
16.10.18	Wiltshire Police	Crime Update 15-16 Oct 2018 16/10/18	email

CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
17.10.18	GWR	No rail services into London Paddington	email
18.10.18	Wiltshire Police	Neighbourhood Watch E-Newsletter 17/10/2018	email
18.10.18	Wiltshire Council	OFWG news October 2018	email
18.10.18	Wiltshire Police	Crime Update 16-18 Oct 2018 18/10/2018	email
23.10.18	Wiltshire Police	Crime Update 22-23 Oct 2018 23/10/2018	email
24.10.18	Wiltshire Police	Crime Update 23-24 Oct 2018 24/10/2018	email
26.10.18	Wiltshire Police	How To Keep The Cyber-Criminals Out 25/10/2018	email
26.10.18	Wiltshire Police	Could You Be The Eyes And Ears Of Policing In Wiltshire 25/10/2018	email
26.10.18	Wiltshire Council	Cllr Mrs Waymans October Highways Newsletter	email
29.10.18	Wiltshire Police	Halloween Poster 2018 29/10/2018	email
29.10.18	Wiltshire Police	Witness Appeal After Fatal Crash Near Westbury 29/10/2018	email
29.10.18	Wiltshire Police	Crime Update 25-29 Oct 2018 29/10/2018	email
30.10.18	Wiltshire Police	Crime Update 29-30 Oct 2018 30/10/2018	email
30.10.18	Wiltshire Police	Extortion Scam 29/10/2018	email
31.10.18	Wiltshire Fire and Rescue	Stay Safe This Halloween 31/10/2018 14:20:25	email
31.10.18	Wiltshire Police	Crime Update 30-31 Oct 2018 31/10/2018	email
01.11.18	Wiltshire Council	Temporary Closure of: B3414 (Part) Warminster Road, Warminster, Bishopstrow, Norton Bavant (14/01/2019 - 15/03/2019)	email
01.11.18	Wiltshire Council	TTRN for Portway (PART) Warminster	email
02.11.18	Wiltshire Council	Crime Update 31 Oct - 2 Nov 2018 02/11/2018	email
02.11.18	Wiltshire Police	Your Views Please On Our New Diversity Strategy And Invitation To Public Meeting In The South Of The County 02/11/2018	email

CORRESPONDENCE LIST

Date	Name	Item/Response	Action Taken
05.11.18	Wiltshire Council	Briefing Note 370 - SPD Review	email
05.11.18	Wiltshire Council	Planning decisions for October	email
05.11.18	Wiltshire Council	Parish Newsletter – 5 th November	email
05.11.18	Wiltshire Police	Crime Update 02-05 Nov 2018 05/11/2018 14:28:39 [243206]	email
06.11.18	Wiltshire Police	Arrest Court Update 06 Nov 06/11/2018	email
06.11.18	Wiltshire Police	Crime Update 05-06 Nov 2018 06/11/2018	email
06.11.18	Democratic Services	Agenda for Western Area Planning Committee, Wednesday, 14th November 2018, 3.00 pm	email
07.11.18	Wiltshire Council	Briefing Note 371 - Social Housing Green Paper - Council Response	email
07.11.18	Wiltshire Police	Crime Update 06-07 Nov 2018 07/11/2018	email
12.11.18	Wiltshire Police	Crime Update 07-11 Nov 2018 11/11/2018	email

Section 3 – External Auditor Report and Certificate 2017/18

In respect of

Warminster Town Council (WI0242)

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2018; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2017/18

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2017/18

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2018

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

SIGNATURE REQUIRED
PKF Littlejohn LLP

Date

23/09/2018

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2017/18 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

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CIL Working Group report back to Council

Members resolved to form a working group to recommend to Council the process by which projects will be considered for inclusion on the rolling list referred to in the CIL policy. To report back to the next Council meeting. Appointed to the working group were Cllrs Ridout, Nicklin and Fraser.

Councillors Brett and Robbins were co-opted onto the working group.

The working group recommend that the process by which projects will be considered for inclusion on the rolling list referred to in the CIL policy should be:

- 1. There is a standing item on all Committees inviting projects for consideration by the working group**
- 2. The working group continues to meet on an ad-hoc basis to consider items for inclusion in the long-list and short list.**
- 3. The working group makes recommendations to Council as required to update the long and short list.**

The working group considered a range of projects put forward as possible contenders for CIL funding. Most of these were drawn from the Neighbourhood Plan. The working group developed a two-stage process to consider whether projects should be on the long and short list of projects suitable for CIL funding.

The two-stage process is:

Key questions to ask when considering the ranking of any potential scheme on the WTC CIL long list:

- Is this a project identified in the Neighbourhood Plan?
- Is it as public realm and/or public facility that supports the development of the area?
- Is it addressing the demands that development places on Warminster?
- Can that link be readily identified?
- Is this a project that will help the local community welcome and promote development within Warminster?
- Is this something that won't realistically be funded from other resources without a contribution from CIL?

Key questions to ask when considering the ranking of any potential scheme on the WTC CIL short list:

- Will the benefits of this scheme be visible and tangible?

- Would CIL funding secure partnership funding?
- Is this a project in the right funding range, given what is known about the current and potential CIL pot?
- Has a means of meeting any ongoing operational and maintenance costs been identified?
- If CIL funding is awarded, is there a clear timescale by when the project will be delivered?
- Is the project – “ready to go” – i.e. has sufficient overall funding and work can start shortly?
- Any other considerations

The Working Group is in a position to ask Council to adopt the following short and long lists.

Short list of projects suitable for WTC CIL funding

- Enhancement of skatepark facilities in the Town Park.
- Upgrading of the paddling pool in the Town Park
- Minor highways improvements aka more funding for CATg

Long list of projects suitable for WTC CIL funding

- Improved children’s play areas
- Absorbing the youth development facility adjacent to the Athenaeum into the Centre
- The development of a fitness circuit within the Town Park.
- Outdoor Gym
- An outdoor table tennis area
- Development of a cycle pump track adjacent to the Town Park
- Reinstatement of BMX cycle track in vicinity of Dorothy Walk/Portway for local use
- Pre-school area in the Lake Pleasure Grounds
- Upgrading of the tennis courts and multi games area within the Town Park.
- Fountain in the Lake Pleasure Grounds

For information - Projects not considered suitable candidates for WTC CIL funding. These were considered at a meeting with the Wiltshire Council Officer responsible for CIL compliance.

- The provision of enhanced and dedicated museum and library facilities
- Improving the public realm around town centre car parks
- Encouraging the extension of town centre improvements along East Street
- Sports facilities with all weather and floodlight facilities.
- More facilities for the Kingdown School Leisure Centre
- Improvements to the scout hut in the Lake Pleasure Grounds
- New amenity spaces and playgrounds as part of new developments.
- New allotments
- New facilities for The Highbury Youth Football Club

- Two astro turf pitches with flood lighting for the West Wilts Hockey Club access to
- A new club house and modernised changing facilities for Warminster Cricket Club

Members should note that any new CIL money will be transferred to the Council in April and October each year. Projects on the CIL funding shortlist will have been approved by Full Council in principle, but release of any funds will depend on approval being given by the Finance and Assets Committee.

The long and short list are 'living documents' and projects can be reassess in light of changing circumstances.

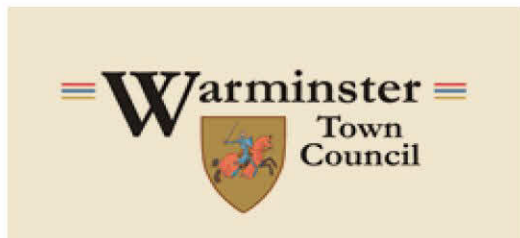
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RIDGE

PROJECT ESTIMATE
LAKE PLEASURE GROUNDS SKATE PARK
WARMINSTER TOWN COUNCIL

05 November 2018



LAKE PLEASURE GROUNDS SKATE PARK

WARMINSTER TOWN COUNCIL

05 November 2018

Prepared for

Warminster Town Council
Warminster Civic Centre
Sambourne Road
Warminster
BA12 8LB

Prepared by

Ridge and Partners LLP
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Version Control

Issue Date	05/11/2018
Originator Initials	LW
Checked Initials	SF
Version	1.00

PROJECT ESTIMATE

LAKE PLEASURE GROUNDS SKATE PARK

RIDGE

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 7. ESTIMATE OF PROJECT COSTS
-
- A. ESTIMATE ANALYSIS
 - B. DOCUMENT REGISTER

1. EXECUTIVE SUMMARY

1.1 Report Summary

This Project Estimate has been prepared in order to provide an estimate of the costs involved in the provision of the redevelopment of the skate park, and is based upon the design information listed in Section 2.

The Cost Plan totals £265,682 excluding inflation, professional fees and VAT and is summarised below into the main elements with the site wide and development costs shown separately.

Inflation to commencement on-site and for construction duration is excluded, pending an outline programme of the works.

Estimate Summary		£
Sub Total: Building works		206,435
Preliminaries		35,094
Overheads and Profits		24,153
Cost Limit (excluding VAT assessment)	£	265,682

The above costs need to be read in conjunction with the basis, assumptions and exclusions. Particular attention should be given to the exclusions to ensure they are included elsewhere in the overall appraisal of the scheme if the client deems them necessary.

2. INTRODUCTION

2.1 Project Background

This Project Estimate relates to the redevelopment of a Skate Park located at Lake Pleasure Grounds. The project consists of the removal of the existing skate park features, perimeter fence and bridge. Construction of a new skate park, perimeter fence and bridge; installation of a temporary haulage system and associated works.

2.2 Project Brief

To provide an estimate of the construction costs at present day rates for the proposed development.

2.3 Previous Estimate Reports

This is the first initial estimate for the scheme.

2.4 Further Considerations

This Report has been prepared on the basis of the Design and Access Statement detailing the specific proposals for the Skate Park fabric and fit out, together with the proposed drainage solutions.

From the information listed in Appendix B a full approximate quantity estimate has been produced. To provide a more detailed and accurate assessment of the Project costs Ridge and Partners have sourced quotations for different solutions for the temporary haulage road.

3. DESIGN BASIS OF THE REPORT

3.1 Information Requirements

To enable the preparation of this project estimate a series of questions has been issued to the Employer and design team members, as set out in the 'RICS:NRM'.

3.2 Design Proposals, Drawings

The project estimate has been prepared from the information listed in Appendix B.

3.3 Design Proposals, Specifications

The project estimate has been prepared from the Design & Access Statement produced by Maverick Industries.

4. FINANCIAL BASIS OF THE REPORT

4.1 Basis for Measurement

The project estimate has been prepared in accordance with the "RICS New Rules of Measurement, Volume 1" 2nd edition, effective from 1 January 2013 (RICS:NRM-1 v2).

4.2 Cost Information

The estimate has been prepared generally on the basis of approximate quantities measured from the design information listed in section 2. The pricing has been prepared using unit rates, based on the pricing levels of recently tendered projects.

4.3 Pricing Levels

The Base Date for the this estimate is the publish date stated on the front cover.

The level of pricing assumes a contractor will have clear access to the working areas and that the work will be executed during normal working hours.

The estimate is based at 'Present Day' prices and we have not made an adjustment to the estimated total to allow for 'Market Trends'. We have not made any adjustment for location as we assume this is within our Price and Design Risk percentage.

4.4 Risk Allowances

The estimate adopts the principles of the 'RICS:NRM' and seeks to start a process to proper manage risk on the project level. In addition, the report seeks to identify and quantify all potential risks to the development for the Employer include the widely issues of business continuity, operational risk and the like.

Due to the early stages of the project Risk Allowances have been included as global percentages. As the design progresses a detailed Risk Register needs to be developed to fully highlight and control the project risks.

4.5 Abbreviations and Definitions

The estimate adopts the abbreviations and definitions as set out in the 'RICS:NRM'. In addition the following abbreviations are used in this report.

th	thick/thickness
dia	diameter
av	average
&	and
EO.	extra over
grd	ground
dp	deep/depth
rem	remove/removal
bldg	building

Note, where dimensions and sizes are quote throughout this report, there are quoted in millimetres, unless specifically stated otherwise.

5. EXCLUSIONS AND QUALIFICATIONS

5.1 Exclusions

The following are not included in this Project Estimate.

- Value Added Tax
Value Added Tax (VAT) in relation to buildings is a complex area. Therefore, it is recommended that VAT be excluded from the estimate. It recommended that specialist advice is sought on VAT matters to ensure that the correct rates are applied to the various aspects of the building project.
- Professional fees.
- Ground investigation surveys and reports.
- Land purchase and legal fees.
- Planning and other Local Authority charges.
- Contributions to Section 106 and 278 works agreements.
- Finance Charges.
- Sales and Marketing costs.
- Any costs caused by 'Third Party Rights'.
- Loose furniture and soft furnishings.
- Office equipment fit out.
- Tenant fit out requirements.
- Phasing/decant of the works. Move management requirements.
- Corporate and tenant signage
- Works associated with any archaeological studies.
No information available at this stage.

5. EXCLUSIONS AND QUALIFICATIONS

5.2 Qualifications

The following qualifications apply to this Project Estimate.

- It has been assumed that the existing ground conditions are good and there are no requirements for ground improvement, ground retention or land drainage.
- No allowance has been made for excavating below ground water level.
- Also, we have assumed the finished ground levels for the site works to be above the existing prevailing levels. This means we have not allowed for the complete breaking out and disposal of all existing foundations.
- No allowance has been made for contaminated soil removal. No detailed information is available
- Drainage of the site is assumed to be to connections at the boundary of the site. It is assumed that the drainage connection has sufficient fall and capacity. No allowance has been made for pumping stations or water retention.
- No allowance has been made for the removal of any 'Fly Tipping' on the site or any other contaminated waste. We assume any items are removed prior to the start of the contract
- Inflation; we have excluded inflation from this Project Estimate as the market is currently experiencing a high level of volatility, which makes it difficult to forecast the inflationary impact on tender prices. We welcome the opportunity to discuss this in more detail so that an agreed approach to market risks can be factored into this report and risk register.

A. ESTIMATE ANALYSIS

A. ESTIMATE ANALYSIS

Order of Cost Estimate

Ref	Description	Quantity	Rate	Item	Total	Group Total
8	External works					
8.1	Site preparation works					
	<ul style="list-style-type: none"> Removal of existing skate park features. 	Item	10,000		10,000	
	<ul style="list-style-type: none"> Removal of foliage and vegetation to form trackway system. 	30 m ²	25		750	
	<ul style="list-style-type: none"> Removal of existing fence. 	180 m	15		2,700	
	<ul style="list-style-type: none"> Excavation of hardstanding. 	11 m ²	45		473	
	<ul style="list-style-type: none"> Formwork to slab and platform edge. 	Item	5,000		5,000	
	<ul style="list-style-type: none"> Trackway solution as per Quote Ref: SW/10/00049. 	Item	27,081		27,081	
						46,004
8.2	Roads, paths and pavings					
	<ul style="list-style-type: none"> Build up of ramps with free form spray concrete. 	334 m ³	230		76,933	
	<ul style="list-style-type: none"> Steel coping and edging, fabricated mild steel. 	109 m	350		38,010	
	<ul style="list-style-type: none"> Mesh reinforcement. 	66 m ²	50		3,300	
	<ul style="list-style-type: none"> Curved retainer wall. 	49 m ²	350		17,150	
						135,393
8.3	Planting					
	<ul style="list-style-type: none"> Filling to make up levels; by machine; imported soil. 	94 m ³	40		3,768	
	<ul style="list-style-type: none"> Turfing. 	157 m ²	10		1,570	
						5,338
8.4	Fencing, railings and walls					
	<ul style="list-style-type: none"> Timber fencing; 1.20m high; estate fence. 	180 m	45		8,100	
						8,100
8.5	Site/street furniture and equipment					
	<ul style="list-style-type: none"> Litter bin. 	2 nr	1,000		2,000	
						2,000
8.6	External drainage					
	<ul style="list-style-type: none"> Machine excavation, grade bottom, earthwork support, laying and jointing pipes and accessories, backfill and compact, disposal of surplus soil. Drainage pipes; fittings: joints and bed. 	45 m	180		8,100	
	<ul style="list-style-type: none"> Connection to foul water sewer. 	Item	1,500		1,500	
						9,600
Element Group Total					£	206,435
Sub Total: Facilitating works and Building Works					£	206,435
9	Main contractor's preliminaries					
9	Main contractor's preliminaries					
	<ul style="list-style-type: none"> Based on percentage 	%	17.00		35,094	
						35,094
Element Group Total					£	35,094

A. ESTIMATE ANALYSIS

Order of Cost Estimate

Ref	Description	Quantity	Rate	Item	Total	Group Total
10	Main contractor's overheads and profit					
10	Main contractor's overheads and profit <ul style="list-style-type: none"> Based on percentage 	%	10.00		24,153	24,153
Element Group Total					£	24,153
Total: Building Works Estimate					£	265,682

VAT Assessment Excluded

Excluded

- Rounded to the nearest pound
- Based at 4Q2018 pricing, see section 5 for inflation trends allowances
- See section 5 for exclusions & qualifications

B. DOCUMENT REGISTER

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Order of Cost Estimate

Description	Ref
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Consultant Name : Maverick Industries		Project Ref : Warminster Skate Park	
	Documents:		
	Design & Access Statement		
	3D Visual 01		
	3D Visual 02		
	Drawings :		
	Boundary Plan		Visual.2
	Dimensions		Concept 2
	Location Plan		Concept 3
	Sections		Concept 4
	Site Access		Visual.2

Consultant Name : Dorset Land Surveying		Project Ref : Warminster Skate Park	
	Documents:		
	Hydraulic Calculations		

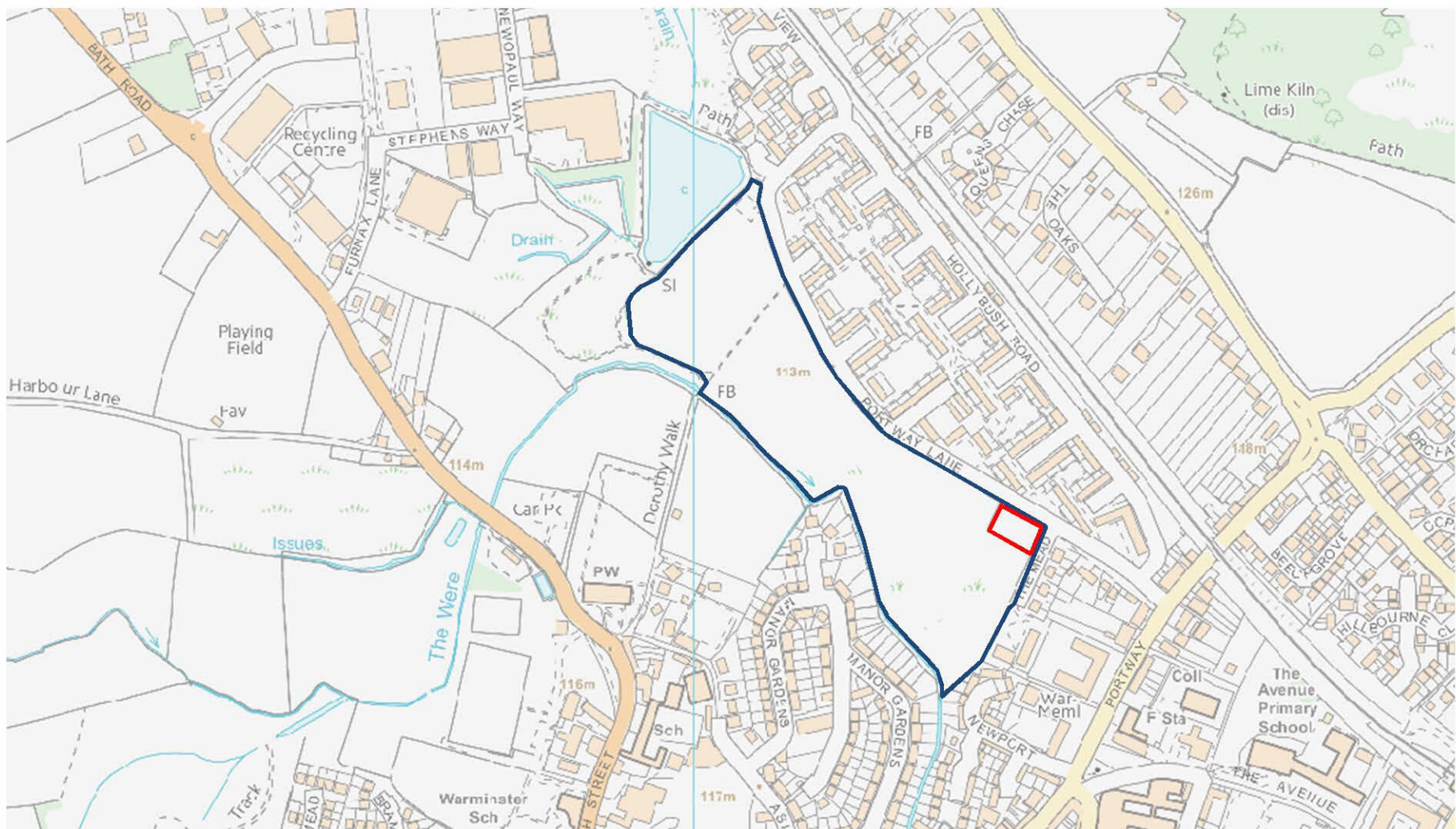
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Proposed play area leases

- The areas outlined in red are the play areas, the proposed boundaries of the leases.
- The areas outlined in blue are the adjacent fields/green open space.
- On the slide for Queensway Play area, the retained land to the north, shown edged blue and coloured brown would be the subject of a right of way to provide WTC with access.



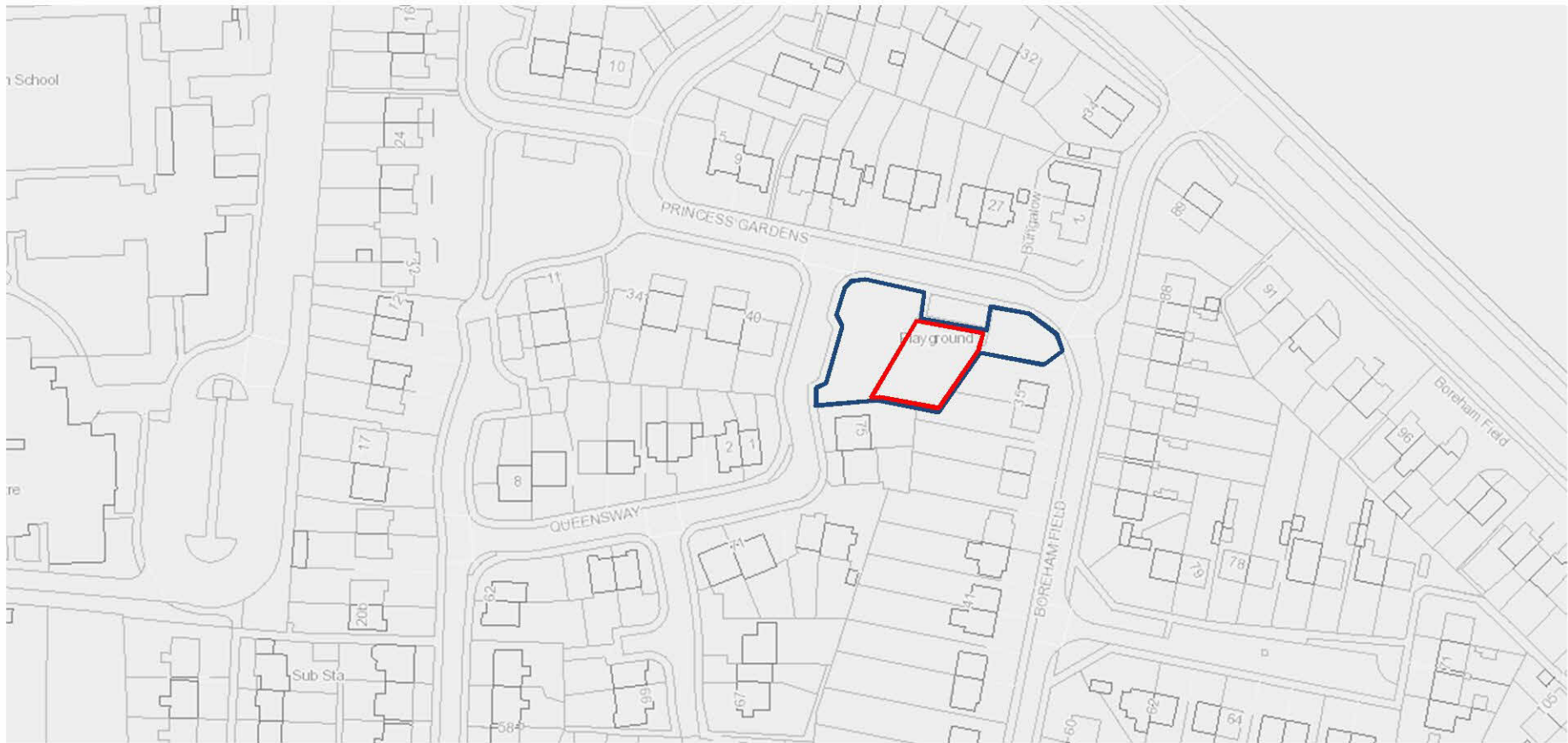
Fore Street, BA12 8DD



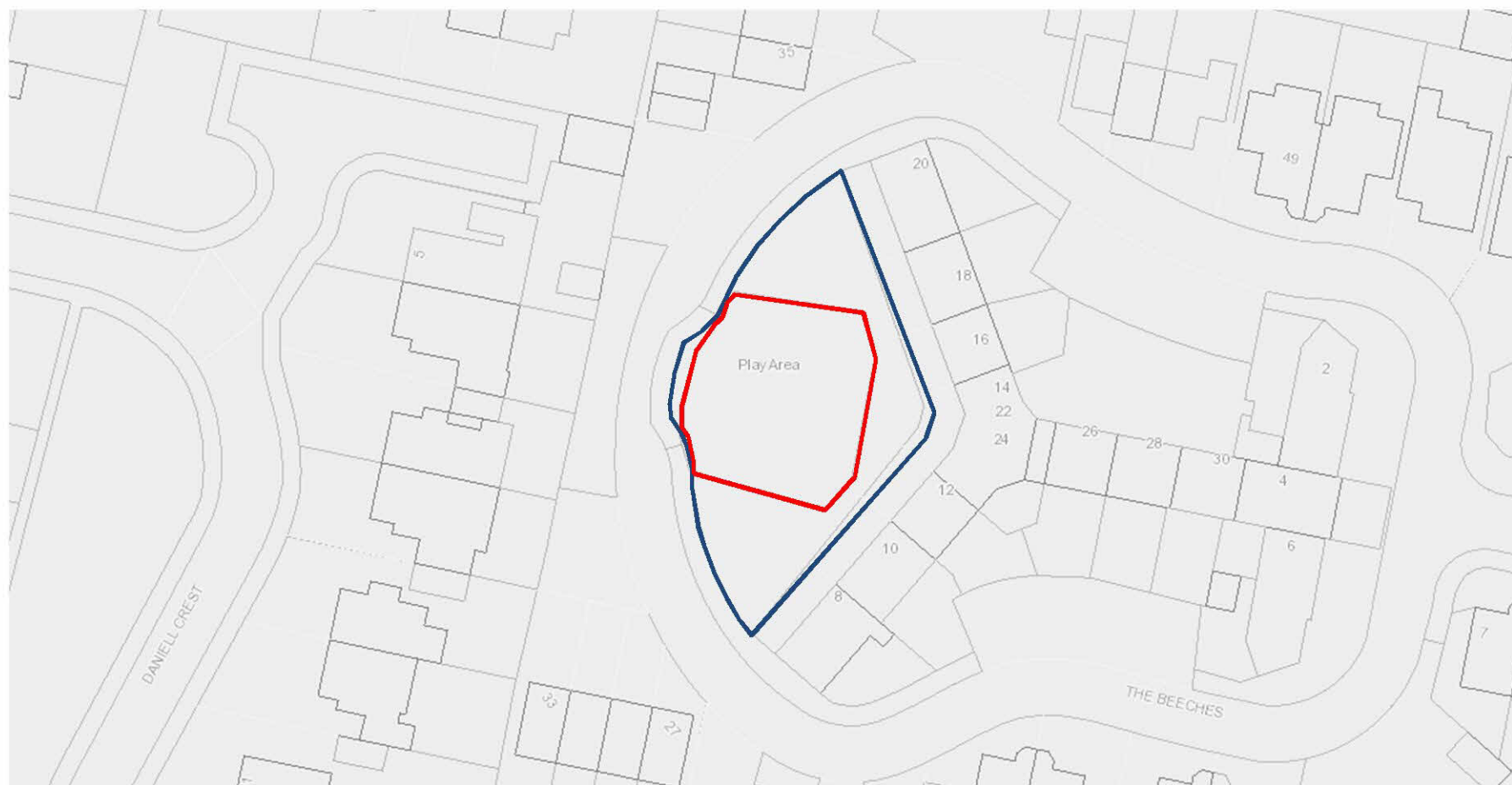
Portway Lane, BA12 8RE



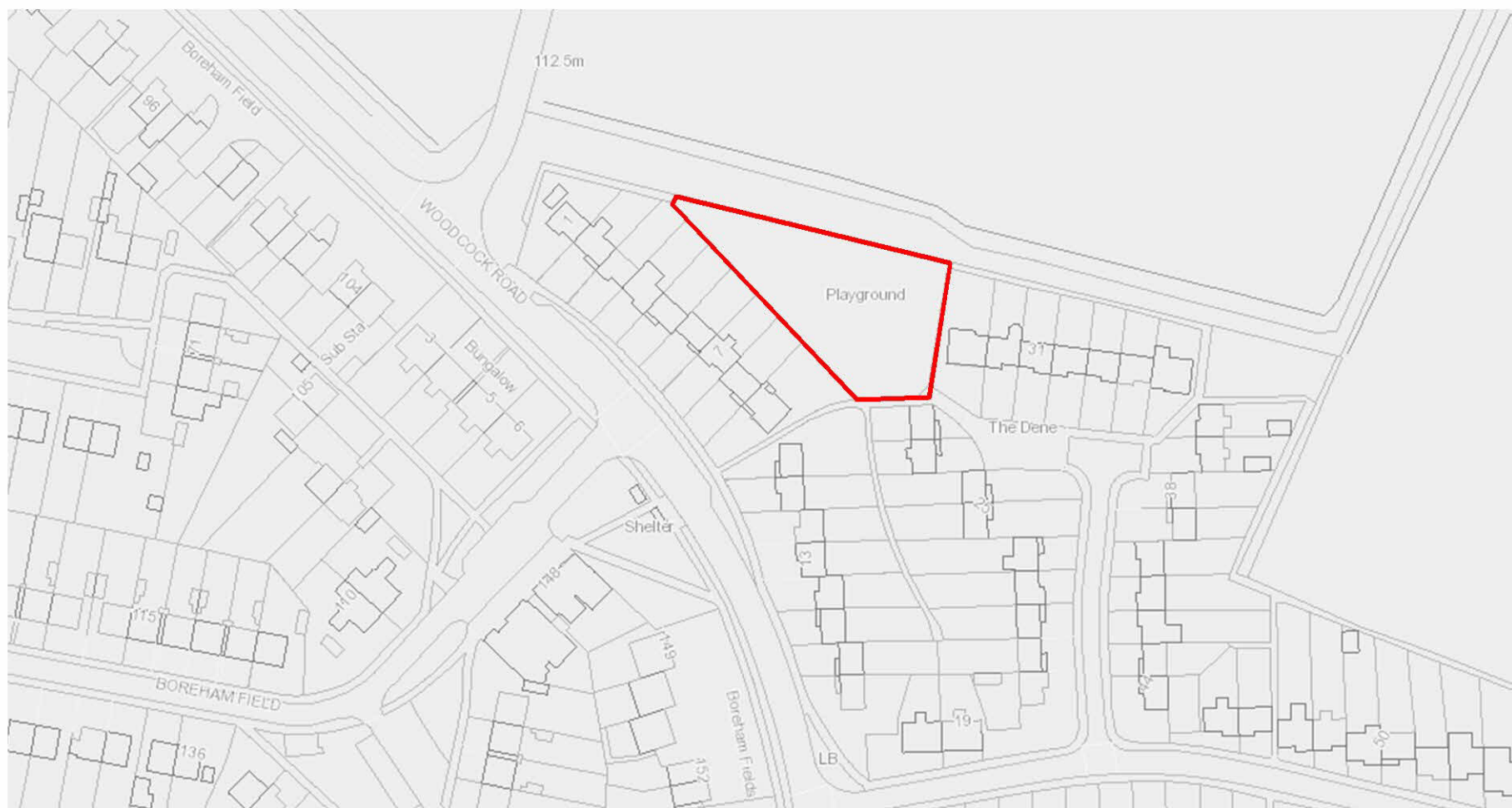
Pound Street, BA12 8NL



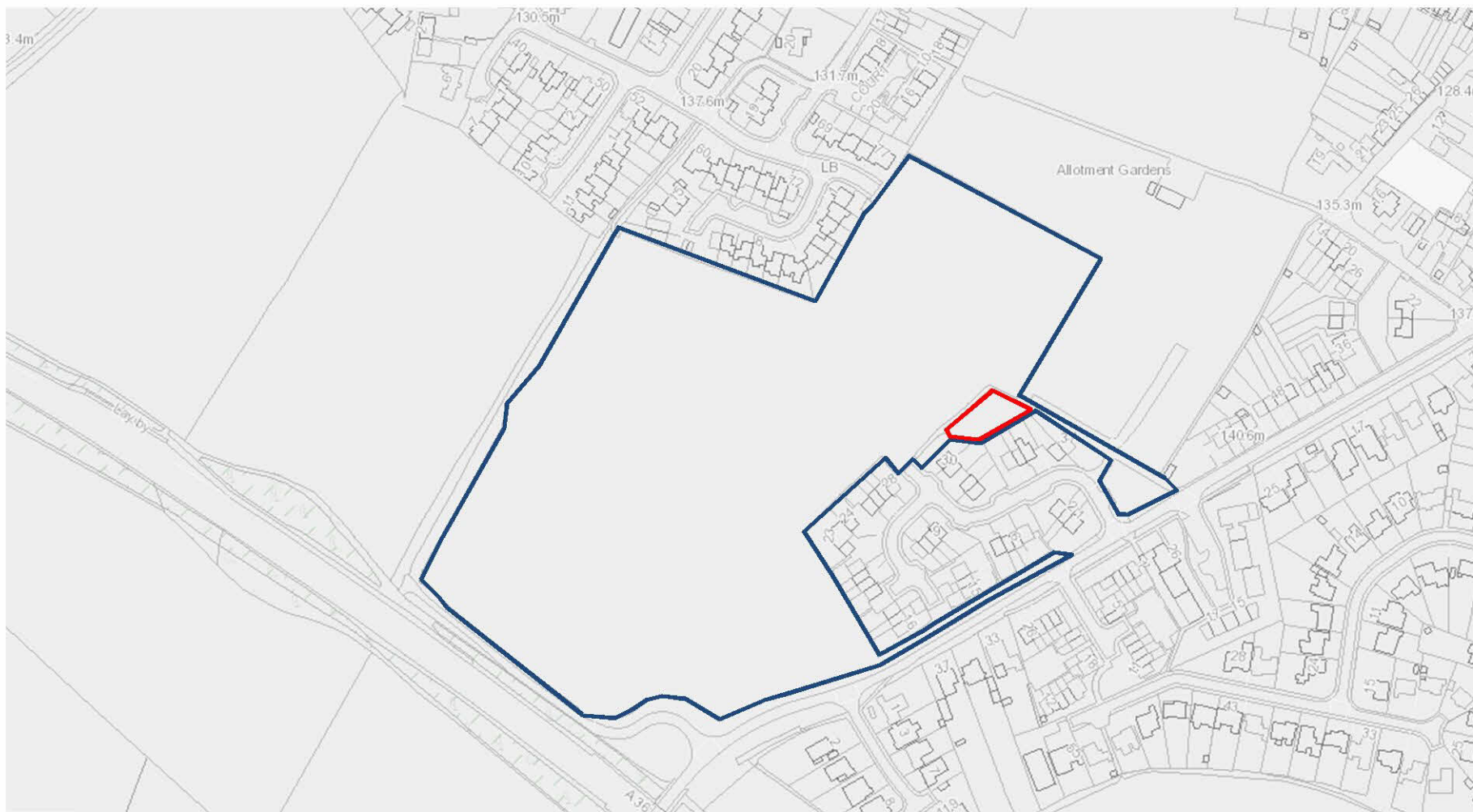
Princess Gardens, BA12 9NL



The Beeches, BA12 8LD



The Dene, BA12 9ER



The Heathlands, BA12 8BU



Warminster
Queensway Play area

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Update on Play Areas

The Full Council decision of 17th September 2018 refers: *'Warminster Town Council to ask Wiltshire Council for the asset transfer of the eight play areas under the ownership of Wiltshire Council and that authority be delegated to the Clerk to make further enquiries regarding Victoria Fields which is currently owned by Persimmon'*.

The response from Wiltshire Council is summarised below:

Wiltshire Council's approved 'Service & Devolution and Asset Transfer Policy' states that, *'applications outside of the program or land and buildings and services in isolation will not be considered, including the grant of short-term leases'*. They only have an exception in respect of the issue of those play area leases currently being offered.

Warminster Town Council (WTC) is not alone in seeking (and receiving a rejection to) an asset transfer. From a Wiltshire Council view point this represents treating all town and parish councils consistently.

Wiltshire Council officers only have authority to grant leases of the play areas as a 'stop-gap' solution to facilitate continuity of service provision. Any asset transfer would be deferred until the devolved solution is fully and finally worked out by Wiltshire Council.

Wiltshire Council officers do not have the authority to incorporate other amenity areas in the process, e.g. the fields and green open space that adjoin play areas such as those found in; Fore Street, Portway Lane, Princess Gardens, The Beeches, The Heathlands and Queensway. They only have authority at this stage to proceed with leases for the play areas.

Warminster's Unitary Authority members have engaged with Wiltshire Council and received the same response.

Options

Either concede that an asset transfer is not a realistic prospect at the current time and accept the lease arrangement being proposed or reject the lease arrangement being proposed.

Concerns

As is clear from the response from Wiltshire Council, if WTC accepts the leases, it would not have authority to maintain the green open space that is adjacent to several of the play areas. If Wiltshire Council decreases or stops maintenance of these areas, it is likely the public will assume WTC is failing to maintain them. On the other hand, any delay in WTC taking on the maintenance of the play areas may cause a further deterioration in the play equipment, which could cost WTC more in the longer term.

The decision of Full Council was based on legal advice that the Council should ask for an asset transfer before considering the option of a lease arrangement. This legal advice has now been followed and Wiltshire Council have responded that they will not do an asset transfer at this time.

Recommendation

- 1. To agree to proceed to negotiate a Lease arrangement for the eight play areas.**
- 2. Delegate the details of the agreement to the Town Clerk**

Attached information: a draft lease agreement; maps of the proposed area of leases

Assistant Town Clerk 12th November 2018