



# Devizes Town Council

[www.devizes-tc.gov.uk](http://www.devizes-tc.gov.uk)

## **RECREATION AND PROPERTIES COMMITTEE**

You are summonsed to attend a meeting of the Recreation & Properties Committee at the following, place and date.

**Date: 25 October 2011**

Time: Immediately following the Planning Committee Meeting

Venue: Council Chamber, Town Hall, Devizes

Enquiries: 01380 722160

The Town Mayor: (Councillor Mrs Evans)

Chairman: Councillor Mrs Winchcombe

Councillors:	Mrs Bridewell	Callow	Gagen
	Gudgeon	Hopkins	Nash
	Smith	A R Taylor	

## **AGENDA**

### **1. MINUTES**

To approve as a correct record and authorise the Chairman to sign the minutes of the meetings held on the 13 September 2011, which have been circulated with the agenda.

### **2. APOLOGIES FOR ABSENCE**

### **3. DISCLOSURES OF INTEREST**

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

### **4. PUBLIC PARTICIPATION**

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions, make a statement or address the Council upon a matter of concern to that person which is relevant to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business

**5. REPORT FOR INFORMATION – VENUES INCOME FIGURES**

The attached report details the Venues Income figures for the month of September 2011 and year to date with comparatives of budget and previous year data.

**6. REPORT FOR INFORMATION – VENUES – CUSTOMER SATISFACTION FEEDBACK**

100% customer satisfaction has been reported for both August and September bookings.

**7. REPORT FOR INFORMATION – VENUES OCCUPANCY FIGURES & MARKETING INFORMATION**

Figures are provided up to the end of September with comparison graphs for 2009 and 2010 for information. This shows a slight improvement in actual bookings for August – September 2010.

**8. REPORT FOR INFORMATION - EVENTS 2012**

The Working Party has agreed a number of community events to arrange for 2012. Project plans are being put together now to ensure everything is in place. Local organisations that might wish to work with us on community events and businesses that could offer sponsorship are also being contacted.

Thursday 31 May Jubilee Quiz

Sunday 3 June The Big Diamond Jubilee Lunch to be held on The Green, followed by entertainment in the Market Place in the evening. An application has been made to the Area Board for help with funding.

Monday 4 June The Queen's Diamond Jubilee Beacon

Friday 6 July 'Devizes Olympics': An Olympic Torch Relay in cluster primary schools begins in the 3 weeks leading up to this date and finishes at Devizes School, followed by community sports events and a closing ceremony on The Green in the late afternoon/evening. Branding is being arranged so that we can apply for sponsorship. A local group has been awarded the official 'Inspire' mark by LOCOG and has offered free use of their logo to publicise the event.

Other projects will include a launch for Hillworth Park and a Party in the Park in August.

**9. REPORT FOR INFORMATION – CRAMMER**

There has been much concern at the length of time it has taken to remove the silt in the Crammer following the completion of the work to rebuild St James's Church wall.

It was not possible to easily test the level of contamination in the Crammer's silt until the water was removed and as during similar work in the Crammer two years earlier, has shown the silt to be inert, there seemed to be little need. However, once the water was removed as a matter of practice, samples of silt were analysed and at this point it was found to contain high quantities of hydrocarbons.

A local environmental specialist advised us that before we invest large sums of local taxpayers money on removing contaminated silt we should explore other options with the Environment Agency.

The advice we received was that although there was contamination, if the sampling was undertaken another way, it may provide a result which does indeed allow for the simple spreading of silt over land saving in excess of £10,000, however at this point the Environment Agency would become involved.

It has taken some considerable time to get quotations for the sampling, analysis and finally a view from the agency stated that:

*"It's not good news I'm afraid. The Poly Aromatic Hydrocarbons (PAH) are over the limits by a lot. I'm not sure how much you remember chemistry at school however, these are benzene etc and come from the tar that was put on the roads in the 80's derived from a process to make gas and coke from coal (now bitumen is used on the roads instead which is non hazardous). PAH are very tough hydrocarbons and take a long time to break down. They are also carcinogenic. Until we receive the Waste Acceptance Criteria I cannot advise further as to the disposal/treatment route for this soil. However, from previous experience this is too hazardous to be disposed of at landfill (even hazardous waste landfill has limits on certain parameters). If this is the case, you have the option of further treatment or incineration."*

Since receiving this news officers have placed an order with the contractor for the removal of the silt. Again before this can happen the Environment Agency needs to approve all method statements from the contractors undertaking the work and the disposal site. The information has been passed on and work should be starting imminently.

Along with elected members and residents of the town, officers have been extremely frustrated by this process and it is clear that part of the problem is this is a very specialist piece of work and the Council is heavily reliant on the advice of experts making for them to use their own judgement.

**10. REPORT FOR INFORMATION – HILLWORTH PARK UPDATE**

The Hillworth Park Working Party met on Tuesday 13 October 2011 and were appraised of the planting scheme and current progress of the contracts

Both the landscape and new build contracts remain on schedule. The Project Manager, Colm O'Kelly meets with the contract administrators on a weekly basis and reports any issues to the Town Clerk or Deputy Town Clerk.

New Posts

The Committee will be aware that the scheme includes two permanent posts of Park Wardens.

It was envisaged that these two posts would be appointed to at, or slightly prior, to practical completion of the landscape contract. However, the landscape contract included a defects liability period of a year where the contractor remains responsible for the maintenance of the park under a rigorous maintenance contract.

Therefore, under advice from the HLF Monitoring Officer, a request has been submitted to the HLF for permission to commute the funding of one of these posts for a fixed term of 12 months to an audience development role which will undertake the work with the schools, volunteers and Friends which the Council is committed to under the scheme.

One Park Warden post will be appointed to in the new year to give a lead in time with the contractors and will perform the role of monitoring the maintenance contract, undertaking maintenance which is not included in the contract and delivering a 'presence in the park' and the Council's commitment to the Green Flag Scheme.

**11. REPORT FOR DECISION – REPLACEMENT MOBILE SKATE PARK**

**Recommendation**

To consider a letter received from the Area Board and decide if the Town Council would make use of any mobile skate park equipment.

**Purpose of the Report**

To advise officers on the committee views on use of mobile skate park equipment.

**Background**

Officers have received a letter doc 10/1 from the Area Board, seeking the Town Council's view on making use of mobile skate park equipment. Although the letter is dated the 16 February 2011 it was only recently we have been asked to consider the matter.

Wiltshire Council is considering the purchase of new mobile skate park equipment following the theft of the equipment last year.

Before there is any commitment the Area Board wished to establish of there was any demand for its use. At this point it is very much a straw pole.

### **Options Considered**

The Committee are being asked if the Town Council would like to make use of this new equipment, which in the letter indicates would be chargeable. At this time it can only seen as an in principle decision with no commitment for either the Town or County Council.

### **Implications & Risks**

#### **Financial and Resource Implications**

It is not clear what the cost implications are.

#### **Legal Implications and Legislative Powers**

The power to provide mobile skate park equipment is ancillary to the provision of playing fields under the Open Spaces Act 1906 ss 10.

#### **Environmental Implications**

Officers do not know if there would be any environmental implications and therefore would need to assess any site.

#### **Risk Assessment**

The Council does not have any suitable site of its own and therefore before any firm commitment is given a site would need to be identified and permissions granted.

#### **Crime and Disorder**

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

## **12. REPORT FOR DECISION – CORPORATE TIES**

### **Recommendation**

That the committee decides what if any corporate wear should be purchased for female Councillors, which can be added to a reordering of a quantity of the Council's corporate tie which form part of the direct service staff's uniform.

### **Purpose of the Report**

To guide officers about members wishes for corporate wear for female Councillors and where appropriate female members of staff.

### **Background**

At a recent meeting of this committee, a question was raised about the lack of corporate wear for females. Officers advised that they were currently seeking quotations to reorder the existing corporate tie which are used by the male members of staff, as part of their uniform and Councillors and a quotation for scarves could be requested at the same time.

That quotation has now been received and the price quoted for producing a silk scarf is £12.75 each with and the minimum order quantity is 100. The design would be similar to that of the ties.

**Options Considered**

There is currently no budget provision for scarves, therefore the committee needs to decide if they wish to make provision for such a purchase from next year's budget.

**Implications & Risks**

**Financial and Resource Implications**

No financial provision has been made in this year's estimates.

**Legal Implications and Legislative Powers**

The provision of uniforms is ancillary to many of the Council's duties and powers.

**Environmental Implications**

Officers are not aware of any environmental implications associated with this issue.

**Risk Assessment**

Officers are not aware of any risk implications associated with this issue.

**Crime and Disorder**

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

- 13. **EXEMPT REPORT FOR INFORMATION – RELATING TO COMMERCIAL PROPERTIES**
- 14. **EXEMPT REPORT FOR INFORMATION – RELATING TO COMMERCIAL PROPERTIES**
- 15. **QUESTION TIME**

Members will be allowed a short period in which to put questions on matters within the remit of this Committee which are not contained in the reports of matters formally considered by the Committee at this meeting. The question may be answered at the meeting or may be referred back to the Committee at a later date. The question may not be the subject of any further details.

TOWN CLERK