



Devizes Town Council

www.devizes-tc.gov.uk

RECREATION AND PROPERTIES COMMITTEE

You are summonsed to attend a meeting of the Recreation & Properties Committee on the following date:

Date: Tuesday 22nd September 2020

Time: Immediately following Planning Committee

Join Zoom meeting:

<https://us02web.zoom.us/j/88351988418?pwd=RUpkUzVtYkFhV0s4cDUraHpwWHcvdz09>

Meeting ID: 883 5198 8418

Passcode: 936707 Meeting

Please note, this meeting may be recorded therefore if you do not want to appear on the recording, do not enable your camera

Enquiries: 01380 723333

The Town Mayor: Councillor Gay

Chairman: Councillor Giraud-Saunders

Councillors:	Corbett	S Evans	Greenwood
	Parsons	Rose	Rowland
	Stevens	Von Berg	

AGENDA

1. MINUTES

To approve as a correct record and authorise the Chairman to sign the minutes of the meeting held on 11th August 2020 and which have been circulated alongside 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 – BOOKINGS

Officers are continuing to keep abreast of the latest government guidelines to ensure that the venues are COVID-19 secure, and those who have used us recently for meetings have praised our diligence in these areas. Both venues have been scrutinised and new layouts and capacities have been introduced to ensure social distancing rules can be met. New signage has been displayed and clear guidelines are sent out to every hirer. Officers are also ensuring the Test and Trace Scheme is being adhered to where appropriate.

Officers have worked with our catering partners and we are now able to provide individual picnic lunches for delegates and these have been very well received.

A number of previous regular hirers have approached us to resume their bookings and the venues team are in discussions with them to ensure their events can take place safely.

6. REPORT FOR INFORMATION – PARKS & OPEN SPACES

The new team are now in place and have made an excellent start. They are currently coming to the end of the second complete grass cut in Devizes and we have received a number of comments from residents who have been thoroughly impressed with the new standard.

Alongside grass cutting and hedge management, the team have been proactive in a number of areas, including Station Road where they have undertaken to weed, clean and cut back within the car park and along the pavement. They have also been responsive to a number of issues, including fly tipping, graffiti and general mess, again garnering praise on social media.

A review of the approximately 130 litter bins across town has been undertaken and a new schedule for this has been implemented. This is proving to be more time effective, thereby allowing for the team member in charge of the bins to become involved in other areas, namely street cleaning.

The play areas have been monitored internally for the past months and an external review of all areas has just been undertaken. Officers will begin working through the reports to ensure that all health and safety issues are addressed.

7. REPORT FOR INFORMATION – PARK CAFÉ PERFORMANCE

Officers have continued to provide members with progress reports relating to the performance of the Café at Hillworth Park. The Park Café was closed due to the Coronavirus Pandemic from 21 March 2020 until 18 May 2020. Café performance data has been updated ([Doc 7/1](#)) to include actual data for the first five months of trading of 2020/21.

Income for the first five months of 2020/21 was £15,536 with a Net Loss after costs of £357, this is compared to income of £33,707 with a Net loss of £2,139 in 2019/20.

The 2020/21 estimates were agreed on the assumption that the Café would produce an annual net loss of £2,564 including direct salary costs.

The Park Café currently only offers card payments

Events normally provided to support the usage of the Park and as a consequence of the Park café have been severely impacted by Coronavirus and ongoing government guidelines relating to numbers.

8. REPORT FOR INFORMATION – CREATION OF MORE WILDLIFE-FRIENDLY HABITATS

The Town Council took over the responsibility for grass cutting in June this year and very quickly brought all areas into the fortnightly cutting cycle, even in areas where Wiltshire Council's contractor had traditionally left areas.

It was not long before we received a number of complaints from residents of the Quakers Road estate about the loss of habitat, albeit very poor quality, and therefore officers started to recognise that when it comes to grass cutting one regime does not fit all.

At the request of residents, officers convened a meeting with few interested neighbours and Paul Jupp who is a local expert at creating natural planting, and it was agreed that we would look again at the style of planting for the area.

Following on from that meeting, an outline plan for the area has been drawn up, circulated alongside this agenda for the Committee's information, and sets out how part of the area could be rewilded to create important habitats as well as maintain some amenity space. For the project to succeed, it will be vital the local community gets involved.

The Council has recently recognised the need to review its environmental impact and has set up a working party to look at this issue. The working party will be asked to monitor the success of the project and consider if it should be rolled out to other areas.

9. REPORT FOR DECISION – ‘SANDS’ MEMORIAL

Recommendation

To agree that SANDS, the national charity which provides support for parents and families affected by stillbirth or neonatal death, can site a memorial structure in Hillworth Park.

Purpose of the Report

To provide members with the required information to make a decision concerning the siting of a proposed memorial structure.

Background

Common amongst stillbirth and neonatal deaths is the fact that there is often no burial and, therefore, no grave to provide a place for remembrance. SANDS groups across the country raise funds for parents to create memorial gardens or for the installation of memorial sculptures within cemeteries or parks. These memorials offer a focus for parents and families and a place for remembrance.

The nearest memorial garden is in Swindon and members of the Devizes SANDS felt something should be available more locally. Members of the group therefore approached the Town Council in 2015 to discuss the possibility of siting a memorial structure within Hillworth Park.

At a Recreation and Properties meeting on 19th January 2016, it was unanimously agreed

THAT the committee authorises officers to pursue the installation of a memorial in Hillworth Park for bereaved parents and families by stillbirth and neonatal deaths in conjunction with the Hillworth Park Steering Group.

Following the meeting, officers made the group aware of this decision and the group submitted plans for a memorial structure to members at a Recreation and Property meeting on 5th March 2019.

At that meeting, councillors reiterated their support for a memorial in Hillworth Park and considered the central motif to be a pleasing design. However, concern was expressed at the size of the memorial and that the stepped, sharp edged design would present a Health and Safety issue, with young children being tempted to climb it. It was unanimously agreed

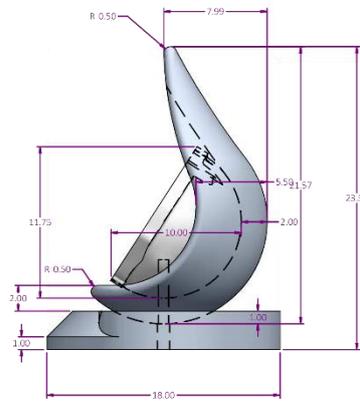
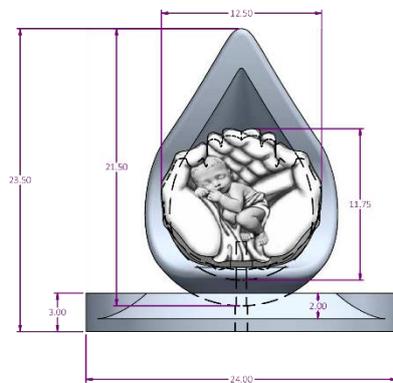
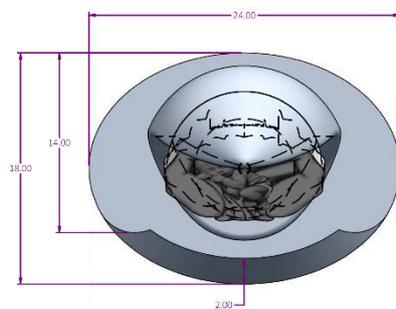
THAT the memorial design submitted was unsuitable and that SANDS should be invited to present an alternative, smaller memorial design for consideration

The group has submitted a drawing of a 24-inch memorial, which they are hoping can be sited in a flower bed in Hillworth Park. They have not defined an area, however, being mindful of their last request, placing it near the Under 5's Play Area would be suitable.

SANDS will pay for the memorial and its installation in full.

Please note that the sizing is in **inches**.

Proposed Memorial





Please note: this image is for illustrative purposes only.

Options Considered

The Committee is asked to confirm if it agrees that a SANDS memorial be sited in a flower bed Hillworth Park.

Implications and Risks

Financial and Resource Implications

The project will be fully funded by SANDS.

Legal Implications and Legislative Powers

The Council will be considering this matter under its power of General Competence.

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council associated with this decision.

Crime and Disorder

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

10. EXEMPT REPORT FOR INFORMATION – RELATING TO COMMERCIAL PROPERTIES

11. QUESTION TIME

A short time is allowed at the discretion of the Chairman for councillors to ask questions on matters which are not on the current agenda but which are related to matters which have been previously discussed on an agenda relevant to the committee.

At least 24 hours' notice must be given to officers of the intended question. All other matters should be raised on an agenda and the request should be submitted through the Town Clerk


TOWN CLERK

PARK CAFÉ 2019/20

DOC 12/1

	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUGUST</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>TOTAL</u>											
ACTUAL INCOME	0	1492	2656	5602	5785	0	0	0	0	0	0	0	15536											
CINEMA INCOME	0	0	0	0	0	0	0	0	0	0	0	0	0											
BUDGETED INCOME	5427	5708	5712	8160	9739	5808	4764	2256	1818	2454	4452	3702	60000											
SPECIFIC PURCHASES	0	489	1235	2807	2685	0	0	0	0	0	0	0	7216											
CINEMA EXPENDITURE	0	0	0	0	0	0	0	0	0	0	0	0	0											
CONSUMABLES	0	0	252	354	0	0	0	0	0	0	0	0	605											
STOCKTAKE +/-	0	0	0	-296	54	0	0	0	0	0	0	0	-243											
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GROSS PROFIT	0	0.0%	1004	67.3%	1169	44.0%	2738	48.9%	3047	52.7%	0	#DIV/0!	0	#####	0	#####	0	#####	0	#####	0	#####	7958	51.2%
UTILITIES	0	0	0	0	0	0	0	0	0	0	0	0	0											
CHIP & PIN	50	69	62	92	92	0	0	0	0	0	0	0	366											
BT	42	42	42	42	42	0	0	0	0	0	0	0	210											
MISC	0	0	0	0	0	0	0	0	0	0	0	0	0											
PAYROLL*	0	925	2225	2039	2551	0	0	0	0	0	0	0	7739											
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