

**MINUTES
of the
Devolved Services and Assets Sub-Committee
held on Thursday 22nd March 2018 at 10am
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB**

Committee Membership:

CLlr Brett (East) Chairman	*	CLlr Jolley (Broadway)	A
CLlr Fraser (West)	*	CLlr Ridout (West)	*
CLlr Fryer (West)	*	Mr Peter Hewitt (Volunteer)	*

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

In attendance:

Officers: Stuart Legg and Veronica Mills

Public and press: 0 members of the public or press

DS/17/058 Apologies

Apologies were received from Councillor Jolley and the Town Clerk.

DS/17/059 Declarations of Interest

None.

DS/17/060 Minutes

DS/17/060.1 The minutes of the meeting held on 8th February 2018 were approved as a true record and signed by the chairman.

DS/17/060.2 None.

DS/17/061 Chairman's Announcements

Quotations had been received for the park banner frame and the paddling pool. These would be raised under item 8, Clerk's Report.

DS/17/062 Public Participation

None.

DS/17/063 Reports from Unitary Authority Members

The Area Board grant application for lamppost advertising banners had been approved with the proviso that surrounding villages would be able to use the posts to advertise their events.

Signed.....Date.....

DS/17/064 Play Areas Working Group (PAWG)

DS/17/064.1 The RoSPA reports had been received and the play areas contractor would do a desktop analysis based on these which would give a reasonable indication of the likely costs of bringing the equipment up to a safe standard. The contract could not be put out to tender until the decision was made on taking on the play areas. The working group was information-gathering only prior to arranging a public meeting.

DS/17/064.2 It was agreed that there was no need for a replacement for Councillor Macdonald.

DS/17/065 Clerk's Report

The Clerk's report was noted. There was an update on three items:

DS/17/065.1 The pedaloes had been sold.

DS/17/065.2 The quotation from Warminster Metalworkers for the advertising banner frame had been received. This was **£495 + VAT** for fabricating and fitting a galvanized and painted frame, and **£595 + VAT** for creating a cast metal, galvanized and enamelled park logo to bolt to the top of the frame, and an enamelled Town Council logo for the bottom. Members approved this in principle but requested a complete quotation to include fitting, which could be emailed to members for approval. **(A combined quotation was received and approved.)**

DS/17/065.3 Quotations had been received for the necessary refurbishment of the paddling pool. The original repairs in 2016 had been undertaken by Steele Davis at a cost of over £4K but they had not lasted. Ray Thomas had been instructed by the Town Council to make patching repairs last summer. One of the patches had broken up, causing an injury, and had to be repaired again. The damage to the pool's surface was caused by children using scooters and skateboards etc. in the pool, both when it is empty and filled.

Ray Thomas was reluctant to undertake a patching job again as it would not survive the season. He had provided two quotations: (1) to repair and completely resurface the pool using similar materials to the existing surface at £4988 + VAT; (2) to repair and resurface the pool with a rubberised system that would have a 3–6-year life expectancy (provided it was not damaged by scooters, skateboards etc. which would negate the guarantee) at £7000 + VAT. Both quotations included labour costs. There was a need to find a way of covering the pool during the winter.

The safety surface around the pool is breaking up and will need to be addressed at the end of the season at the same time as the cover is installed. Ideally grey water recycling should be considered at this time.

The Park and Open Spaces Manager and Pete Hewitt would examine the specification of the rubberised product suggested to ensure this would be the correct option. Other quotations would be sought and Finance and Assets members would be emailed for an urgent decision to enable the work to be completed by 6th May.

Members wished for a notice to be placed advising users not to take scooters etc. in the pool.

DS/17/066 Boats on the Lake

The **cost of £1000** for safety railings **was noted**. The advertisement for boat staff had gone out; the closing date was Friday 23rd March.

Signed.....Date.....

DS/17/067 **Elisabeth Collyns Garden**

DS/17/067.1 The garden would be officially reopened on 16th April.

DS/17/067.2 The replacement of the electric pump **was approved at a cost of £137.49 + VAT**. This would come from the money that had recently been bequested to the Civic Trust, which was earmarked for the garden.

DS/17/067.3 Ray Thomas has offered to replace the wooden retaining wall in the garden free of charge. The Longleat Lodge no longer wishes to be involved with this project. Ray Thomas will quote for repainting the gates prior to the opening.

DS/17/068 **Public Toilets**

DS/17/068.1 The boathouse electrics were a fire risk. Fire alarms were needed for the boathouse and the toilets. The whole system could be looked at when the boathouse electrics were replaced. **Noted.**

DS/17/068.2 The condition of the toilet doors was noted.

DS/17/069 **Skatepark**

There was to be a press launch at the skatepark on 9th April. Bids were out for capital grants – £215K had to be raised. The skatepark would be a Town Council asset once completed. Letters of support would be needed. The skatepark group were having a stall at Spring in the Park.

DS/17/070 **Deverill Road**

The repair to the damaged glass at the Deverill Road bus shelter was **approved at a cost of £190 + VAT**.

DS/17/071 **Budget Implications**

The following budget implications will be presented to the next Finance and Assets committee:

£1000 + VAT for the safety railings at the boathouse

£1090 + VAT for the banner frame (including installation)

£137.49 + VAT for the electric pump for the Elisabeth Collyns Garden (from the Nora McMinn bequest)

£190 + VAT for repairs to the Deverill Road bus shelter

DS/17/072 **Communications**

None.

Meeting ended: 11.20pm

Signed.....Date.....