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15 March 2018

To: All Members of the Property and Amenities Committee: Councillors S Abbott, Miss T Alberga, P Anstey, Ms L Bray, N Farmer, C Fuller, D Jones, N Pocock, Mrs G Sanders, R Taylor, Mrs A White and Mrs C Woodward

All other Members of the Council for information.

Dear Councillor

The next meeting of the Property and Amenities Committee will be held in the Town Hall on Wednesday 21 March 2018 commencing at 7.30pm.

Yours sincerely

David J Martin  
CHIEF EXECUTIVE

### AGENDA

1. Apologies
2. Public Question Time and Petitions
3. Declarations of Interest

To receive any Declaration(s) of Interest under Corsham Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

4. Matters Arising from the Minutes of the Property and Amenities Committee meeting held on 10 January 2018 – *for information only*.
5. Reports from representatives appointed to Outside Bodies.
6. Community Area Transport Group Issues (*Minute P&A 57/17 and others*) – Wiltshire Council have issued their proposed highway maintenance schemes for 2018/19 to the CATG, these are provisional as the 2018/19 budget has yet to be confirmed. Within the Corsham area the following schemes may be carried out:

B3353, Gastard to Corsham – Surfacing

Unclassified, Dickens Avenue – Surfacing

C37, Church Rise Neston – Surfacing

A4, Copenacre – Surfacing (reserve)

The CATG will not be progressing the following issue but have requested that the Town Council consider action in response to the following issue, full details are on the attached progress sheet:

5862 – Newlands Road, Peacocks in danger

7. Flooding Update – The model of the Corsham catchment area has now been completed and a report produced. A briefing note from the drainage team at Wiltshire Council outlining the findings and recommendations of the report is due imminently and will be available at the meeting – *for information*.
8. Service Delegation and Asset Transfer (*Minute P&A 9/17 and others*) – Following delays and uncertainty from Wiltshire Council, meetings have been held between Town Council Officers and Wiltshire Council Officers concerning future service delegation and asset transfer. The Town Council has previously agreed to transfer Katherine Park Green and supports the transfer of all the Wiltshire Council owned play areas in Corsham. Wiltshire Council manages five play areas in Corsham: Katherine Park Green, Katherine Park toddlers, Potley and Pockeridge (2no.) and Bences Lane. Interest has been registered in taking over all five play areas under service delegation or asset transfer to the Town Council. This is subject to terms being agreed. The Town Council has a revenue budget of £5,000 in 2017/18 and £20,000 in 2018/19 for service delegation and asset transfer, along with a capital budget of £30,000 for all play area improvements in 2018/19. Wiltshire Council is offering to pay £1,000 per play area as a one-off contribution, but only whilst it has the budget available. Wiltshire Council's play areas are not all in a decent state of repair. The Town Council's budget is sufficient to maintain and improve Katherine Park Green and the play areas, but to bring them up to modern standards, capital investment will need to continue for several years. Further information will be available at the meeting – *The Committee is asked to approve the transfer of Wiltshire Council's play areas in Corsham to the Town Council, subject to terms being agreed*.
9. Local Highway Town and Parish Council Meetings – Wiltshire Council has invited representatives to its annual highways meetings throughout May. The Northern Area meeting will take place from 7pm to 9pm on Tuesday 8 May in Monkton Park Offices, Chippenham. The agenda includes: budget, service levels, parish steward scheme, asset transfer and service delegation, public satisfaction survey and parking charges review – *representatives requested*.
10. Youth Transport (*Minute F&A 50/17*) – At the recent Finance and Administration Committee meeting, the Strategic Plan action of researching public transport needs for young people was discussed. This has previously been considered by the Community Services Committee and Property and Amenities Committee. The Finance and Administration Committee resolved: That the research into public transport needs for young people within the Strategic Plan be an agenda item for consideration at the next Property and Amenities Committee meeting. The Head of Technical Services will update

the Committee on the research carried out and conclusions drawn – *for information and comment.*

11. Strategic Plan Monitoring and Evaluation (*Minute P&A 61/17 and others*) – The attached Monitoring and Evaluation sheets provide details of all the actions within the Strategic Plan themes covered by the Property and Amenities Committee (along with related actions which are monitored by other Committees/Council for information) – *for information and comment.*
12. Transport Monitoring (*Minute P&A 62/17 and others*) – The updated transport monitoring sheet is attached. An HGV monitoring meeting was held on 27 February 2018 involving volunteer councillors and their relatives, Spencer Drinkwater and Laura Gosling from Wiltshire Council and the Head of Technical Services. It was decided that work needed to be carried out by the Town Council and Wiltshire Council to establish a baseline for HGV movements in the town. This would be achieved by a combination of interrogating existing metrocounts, requesting new ones and working back through previous reports that might be relevant. The volunteer councillors agreed to undertake an informal verbal survey to try and gauge the level of public concern about HGV movement in Corsham. It was agreed that a further meeting would be held on a date to be agreed in April when these results would be considered and the programme of survey work agreed – *for information.*
13. Exclusion of Press and Public  
  
*Recommendation:* That the press and public be excluded from the meeting for the next item of business to consider commercially confidential information.
14. Springfield Recreation Ground Improvements – Outdoor Gym (*Minute P&A 60/17*) – On 13 March 2018 the three companies shortlisted for the installation of the Outdoor Gym presented their proposals to Councillors. Following the presentations and considering the reports produced by Councillor Anstey and the Head of Technical Services, the Committee is asked to select a successful tenderer. Detailed costs will be available at the meeting – *for consideration.*