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25 May 2017

To: All Members of the Property and Amenities Committee: Councillors S Abbott, Ms L Bray, Mrs K Duckhouse, N Farmer, C Fuller, D Jones, N Pocock and R Taylor.

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 31 May 2017 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 29 March 2017 – *for information only*.
5. Reports from representatives appointed to Outside Bodies.
6. Committee Terms of Reference – Presentation by Head of Technical Services – *for information*
7. Property and Amenities Activity 2016 – The Report of Property and Amenities Activity for 2016 is attached – *for information and comment*.
8. Community Area Transport Group Issues – The CATG has requested the Town Council's views on the following issues, full details are on the attached progress sheets:

Issue 5277 – Improvements to the junction of Ladbrook Lane with the B3353 – *for comment*.

Issue 5290 – Improvements to the junction of Greenhill Lane and Westwells - *for comment*.

Issue 5295 – Provision of No Entry signs Pool Green – *for comment*.

Issue 5353 – Improvements and warning signs Westwells – *for comment*.

9. Transfer of Assets, Katherine Park – Wiltshire Council is currently in discussion with the Town Council over the future responsibility for the open spaces within Katherine Park.

In 2008, it was resolved that '*subject to adequate funding and work being satisfactorily completed*' the Town Council would be prepared to take on responsibility for managing the public open space, play areas and certain hedgerows, but not the retaining wall on the Valley Road junction or the balancing pond.

In 2011, the Town Council agreed that the football pitch need not be provided but that the land be brought up to a useable standard, suitable for playing sport. They also asked Wiltshire Council to engage with local groups to assess the needs of the local community and renegotiate the terms of the Section 106 Agreement so that they could be met.

Wiltshire Council has since engaged with the residents of the area and renegotiated the Section 106 Agreement to allow them to carry out improvements. They have also approached the Town Council with a proposal to upgrade the facilities within Katherine Park with a view to transferring them to the Council later in the year. No funding for upkeep, however, would be attached to the transfer.

The transfer of these assets is identified within the Strategic Plan but, in view of the time that has elapsed and the changes in funding since the original resolutions were made, formal approval is required to take over the site without the original conditions being fully complied with – *for consideration*.

10. Corsham Cycle Network (*Minute P&A 39/16 and others*) – Further to previous meetings, an updated potential priority sheet with cost estimates and a network map is attached for consideration. Wiltshire Council has updated the status of several of the schemes but has not drawn up any firm plans since the last update in September 2016. The Committee is asked to approve the priorities presented – *for approval*.
11. War Memorial Listing – Historic England has issued an invitation to comment on the attached consultation report (the plan of the site is to be amended to show the correct position of the memorial) raised as part of its project to ensure all WWI war memorials are listed for their protection – *for comment*.
12. Running Free – The Department for Communities and Local Government has circulated the attached consultation document. They propose to legislate to put it beyond doubt that local authorities, including parish councils, cannot charge parkrun, junior parkrun or similar for the use of public parks – *for comment*.
13. CCTV Annual Report – the Annual Operation and Management Report for the CCTV is attached – *for information and approval*.
14. Annual Site Visits 2017 – The annual site visits by Town Councillors will take place on 19 June and 24 July 2017. Full details are attached – *for information*.
15. Strategic Plan Monitoring and Evaluation (*Minute P&A 80/16 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.*

16. Transport Monitoring (*Minute P&A 81/16 and others*) – The Transport Monitoring Sheet for Corsham is attached – *for information and comment.*