



## **WROUGHTON PARISH COUNCIL**

### **COMMUNITY BUILDINGS COMMITTEE**

Minutes of the meeting held on 5 November 2018 at 7.30pm  
in The Ellendune Community Centre

- Present** Cllr S Harcourt (Chair)  
Cllr A Woodhead (Vice Chair)  
Cllr C Clark  
Cllr J Hewer (Chair to the Council)  
Cllr H Hodd  
Cllr G Jones  
Cllr C Kennedy
- Clerk** Emma Freemantle (Deputy Clerk)

**CB/25 Apologies**

Apologies were received from Cllr P Bhardwaj, no apologies were received from Cllr D Wells.

**CB/26 Declarations of Interest & Applications for Dispensation**

Cllr A Woodhead declared an interest in agenda item 5 as she is the Group Scout Chairman. The Chair and Cllr A Woodhead declared an interest in agenda item 8 as they are members of the Wroughton Community Asset Trust.

**CB/27 Public Questions**

There were no members of the public present.

**CB/28 Chair's Report**

There was no report given

**CB/29 Maunsell Way Refurbishment**

Members **NOTED** the verbal report of the Clerk and the minutes received from the Sports & Youth Facilities Working Party held on the 29<sup>th</sup> October, a copy of which appears as Appendix A in the Minute Book.

The Clerk advised that the Working Party had chosen two of the most favourable architects to invite back for a short presentation. The Council have requested that each architect explains how they would work with the Parish Council via a timeline of events and costing exercise to take them through to the Planning application stage before May 2019.

The chosen architect will then be recommended to Full Council on the 19<sup>th</sup> November.

The Chair updated the Committee that the Sports and Youth Facilities Working Party are meeting with an Early Years Provider in Redhouse to start the research into possibilities of having an Early Years Provider at Maunsell Way Pavilion.

Members were also informed of the Wichelstowe developments and future plans for a similar sports facility to that of Maunsell Way. The Chair advised that the Parish Council are meeting with Swindon Borough Council on Wednesday 7<sup>th</sup> November at 6.30pm to discuss

the future of Wichelstowe Developments, Cllr Carol Clark asked that the Chair bring up the Sports Pavilion and the possible effect this may have on funding opportunities for Maunsell Way.

### **CB/30 Youth Club**

Members received a verbal update from the Clerk regarding the latest developments of the Youth Club. Members **NOTED** the following:

- The Youth Club is due to open on Thursday 13<sup>th</sup> December 2018 with an opening Christmas Party.
- There are two open evenings taking place, one on the 15<sup>th</sup> November and one the 29<sup>th</sup> November, this is highlighted in the latest Parish newsletter.
- All three Youth Club employees have completed their DBS checks and first aid training.
- Prior to opening there has been a deep clean organised by Certus Cleaning.
- The Grounds team are currently checking all the lights within the Pavilion / Youth Room and will be fixing any out of order.
- One of the Youth Workers has checked over the freesat dish to ensure this is up and running.
- All of the locks are currently being oiled with WD40 by the Grounds team and to note that Cllr J Hewer suggested that all the locks within the Pavilion are numbered for ease of access by the large set of keys.
- The smoke detectors are being checked and an emergency evacuation plan to be discussed with the Youth Workers.
- There is a new Kettle in the Youth Room, PAT testing will take place shortly.
- There has been a request for the approval of expenditure for additional XBOX Controllers and second hand XBOX games.

Members went through the Youth Club Policies and amended where necessary, copies of which can be found as Appendix B in the Minute Book.

It was **RESOLVED** and agreed that the Youth Club Polices are approved however will be reviewed again at the last appropriate Council meeting before the next municipal year begins.

Members **RESOLVED** to agree that the Youth Workers can use up to £60 met from General Reserves, for the purchase of new items.

### **CB/31 Weir Field Pavilion**

The Clerk updated members with the current damage to the panelling on the outside of the Weir Field Pavilion, photos of the damage appear as Appendix C in the Minute Book.

Members **RESOLVED** to agree the quote from Harman Group Services to replace the damaged panel at a cost of £220 +VAT, a copy of the quote appears as Appendix D in the Minute Book.

The Clerk advised that there is only one plumbing quote available at this time for the shower drainage replacement in the officials' shower room, a copy of which appears as Appendix E in the Minute Book. Two further quotes are being scheduled in for the end of November.

Members **RESOLVED** to agree that the approval of appointment of contractor is delegated to the Chair and Vice Chair of the Committee ensuring that the cost of works does not exceed £540 + VAT.

Members **NOTED** that the brick work at the front of the Pavilion building has been repaired by the Grounds team and that the ground work may need looking at over the next few years and a budget set to replace the wall altogether.

It was **NOTED** that a meeting is taking place between the Ridgeway School and Parish Council Office to discuss the potential of the School using the Councils sports pitch and changing facilities at the Weir Field Pavilion. The Clerk advised that this is taking place on Tuesday 6<sup>th</sup> November at 11am and notes will be circulated afterwards, the notes of this meeting will be reported to the Open Spaces Committee on the 3<sup>rd</sup> December.

It was discussed that potential over usage of the pitch should be considered and also offer the alternative space at Maunsell Way.

Cllr S Harcourt will be attending the meeting with the Administration officer on Tuesday.

**CB/32 Wharf Road Public Convenience**

Members **NOTED** that a meeting is taking place between Brian Boston of the Wroughton Community Asset Trust and Cllr Steve Harcourt of Wroughton Parish Council to discuss the Service Level Agreement for the running of the Wharf Road Public Toilets. The meeting will take place on Thursday 8<sup>th</sup> November at 10.30am.

The meeting closed at 8:50pm

Signed.....

Date.....

Chairman of the Council