



WROUGHTON PARISH COUNCIL

COMMUNITY ASSETS COMMITTEE

Minutes of the virtual meeting held on 03 March 2021 at 7.30pm

Present Cllr G Overbury (Chair)
Cllr C Clark
Cllr J Hewer
Cllr L Campisano
Cllr D Martyn
Cllr N Hooper

Clerk Emma Freemantle

CA/65 **Apologies**

Apologies were received from Cllr P Bhardwaj, Cllr D Hooper and Cllr D Phillips.

CA/66 **Declarations of Interest & Applications for Dispensation**

Cllr C Clark declared an interest in agenda item 12.

CA/67 **Public Questions**

There were no members of the public present.

CA/67 **Minutes**

Members **RESOLVED** to agree the Minutes from the Community Buildings Committee meeting held on 03 March 2020.

CA/68 **Chairs Report**

Members received a verbal report from the Chair, a copy of the report appears as Appendix A in the Minute Book.

CA/69 **Sports and Youth Facilities Working Party**

Members present received a verbal update from the Clerk from the working party meeting which was held on Thursday 25 February 2021 via Zoom.

The recommendations as listed are to be discussed at the next Full Council meeting:

- That a full design and build route is taken for the build of the Maunsell Way Pavilion.
- Arrange a further meeting with SBC Early Years to confirm the demand / needs of providing a new facility in Wroughton. (Decided whether this element of the building is still required)
- WPC approach four companies for the tendering process and establish quotes for the design and build route.
- Formulise either a trust or CIC route to assist with the management of the new pavilion.

- Approach Steve Parkinson for further VAT advice / clarification on chosen trust or CIC model.

Cllr D Martyn asked if the Council decided to remove the early year's provision from the current plans would this result in a smaller building and if so would a new planning application need to be applied for.

The Clerk confirmed that a new application would not need to be made but a variation to the current application would need to be presented to Swindon Borough Council for their review.

CA/70 Equipment and PPE Costs

Members **NOTED** a list of items for purchasing within the current 2020/2021 financial year for the Grounds Team, a copy of the report is attached as Appendix B in the Minute Book.

Cllr D Martyn asked what happens to the items of equipment which are no longer in use or require replacement.

Members suggested that old items of equipment could be used by the staff or subsequently sold / donated to achieve a better use or possible income.

The Clerk confirmed that further details can be sourced and brought back to the next relevant meeting.

Members **RESOLVED** with the following recommendations:

3.1 To approve up to **£2700.00** expenditure for tools and equipment listed in Item 8.1 to be met from the Machinery Purchase budget line (4665/450 – Remaining budget £4970.00)

3.2 To approve up to **£950.00** expenditure for Workwear and PPE listed in Item 8.1 to be met from the Workwear PPE budget line (4655/450 – Remaining budget £1243.00)

Members **RESOLVED** to agree with the purchase list however further information regarding use of items and supplier details will be required to be presented to the next Finance and General Purposes Committee Meeting.

CA/71 Vehicle and Machinery Report

Members **NOTED** a report of the Deputy Clerk regarding the current vehicle and machinery listing for the Grounds Team. A copy of the report is attached as Appendix C in the Minute Book.

Cllr J Hewer queried the life span of the ransom mowers and comparisons between the ages of vehicles. A suggestion was put forward to look into the purchase of a new mower sooner rather than later to keep up with the high standard of grass cutting within the village.

Cllr D Martyn requested that the vehicle replacement dates are added to the report and existing timeline so that this information is easy to understand.

The Chair requested that further information regarding electrical vehicles and charging points are presented to the next Community Assets Committee meeting.

CA/72 **Bin Contract Report**

Members **NOTED** a report of the Deputy Clerk regarding the bin collections and possible costs to change the frequency and costs. A copy of the report appears as Appendix D in the Minute Book.

Members **RESOLVED** to approve the following:

3.1 To approve the new proposed schedule.

3.2 Deputy Clerk to investigate further cost savings regarding weekend and bank holiday collections and report back to the next Community Assets Committee meeting.

3.3 To obtain a 2 year written contract with Allbuild in accordance with the new schedule and set prices to be reviewed at the next Community Assets Committee meeting or Finance and General Purposes Committee meeting.

Members also **RESOLVED** to agree to contact the owners of the Ellendune Shops and investigate whether they would consider contributing financially or physically towards additional bin purchasing and emptying.

CA/73 **Thorney Park Play Area**

Members **NOTED** a report from the Community Projects and Grants Officer from the Play Area Working Party held on 23 February 2021 via Zoom. A Copy of the report appears as Appendix E in the Minute Book.

All present **RESOLVED** to agree with the following recommendations within the report regarding the proposed play area design and public consultation phase:

1. Kompan were voted unanimously as being the best contractor by the Working Party. Kompan to be taken forward as sole preferred contractor for Thorney Park Play Area.
2. Following WPC Full Meeting 15 March 2021, Vitaplay to be advised that we will not be progressing with their quote.
3. Kompan to be informed of their sole supplier status on 16 March 2021 so that works can be scheduled in principle and the public consultation process, final design detail can be decided.
4. Removed
5. The Community Projects Officer is authorised to explore the detail of the design and finalise proposals which will return to a full WPC Meeting to enable signoff and award the contract, in conjunction with the Clerk.
6. The Community Projects Officer, in conjunction with the Clerk is authorised to explore the detail of the design and whether any further costs will be incurred to upgrade the surfacing of the 'buffer strip'. Officer also to discuss whether options such as coloured surfacing or markings might enhance the design or increase it's durability and explore the costs if relevant.

7. The full authority of the Thorney Play Working Party is given to the Community Projects Officer to work with Kompan, and Cllrs Debbie and Nathanael Hooper to consult with Thorney Park residents regarding the proposal. Resident feedback to be welcomed on a name for the park and the location of the access gates but with the caveat that the intention is to deliver the play park in time for the school holidays and that with this in mind fundamental principles of the main design and equipment are unlikely to change.
8. Subject to agreement being gained at WPC Meeting 15 March 2021, full and final plans with costings within the original approved budget will be brought to April WPC meeting for endorsement with a view to the finalised contract being awarded to Kompan as quickly as possible to enable Thorney Park Play Area to be ready for the school summer holidays 2021.
9. Authority for scoping and amendment of detail in the final play area plans is given to the Community Projects Officer, in conjunction with the Clerk subject to final plans going through the full WPC meetings in either March or April as part of the final endorsement process.

CA/74 **BMX Wroughton**

Members **NOTED** a verbal update from Cllr C Clark regarding BMX Wroughton and the flood light planning application at Maunsell Way.

Members **NOTED** a further detailed report from Cllr C Clark, a copy of which appears as Appendix F in the Minute Book.

All those present discussed the ongoing project and grant funding application process. Members **RESOLVED** to agree with the 6 actions listed in Appendix G, a copy of which appears in the Minute Book.

Members **RESOLVED** to agree that Clerk, the Chair and Vice Chair of the Community Assets Committee will liaise with BMX Wroughton going forward to raise the actions listed.

All agreed that BMX Wroughton will be invited back to the next appropriate meeting following the outcome of the actions raised.

The meeting closed at 9.28pm

Signed.....

Date.....

Chairman of the Committee