

MARLBOROUGH TOWN COUNCIL

AMENITIES AND OPEN SPACES COMMITTEE

Minutes of a meeting of the **Amenities and Open Spaces Committee** held on the 24th March, 2014
in the **Council Chamber, Town Hall, Marlborough**, at 8pm.

PRESENT	Councillor B. Castle Councillor G. Loosmore Councillor Mrs M. Rose Councillor B. Lam Councillor L. Farrell Councillor J. Cook Councillor M. Hall Councillor A. Light	Chairman Town Mayor
ALSO PRESENT	Mrs S. Parker Mr. R. Beale Councillor A Kirk Wilson	Town Clerk Grounds and Estates Manager Observing

565/13 APOLOGIES
There were no apologies for absence

566/13 DECLARATION(S) OF INTEREST
There were no declarations of interest or requests for dispensations.

567/13 CHAIRMAN'S ANNOUNCEMENTS
Cooper's Meadow was fully re-opened on Friday, 21st March following remedial works by Thames Water to deal with polluted water and sewage. The Chairman urged that a letter should be sent by the Town Clerk to Thames Water urging for a more permanent resolution to this ongoing problem ensuring that representatives from the Utilities company attending Claire Perry's recent Flooding Meeting were included as recipients.

Appreciation was passed to the Outside Staff for magnificent displays of spring flowers, including crocuses on The Green and the 'Welcome' display in daffodils to be seen on the bank of the Swindon Road, on The Common.

The Chairman passed his thanks to Committee members as it was the last meeting of the Mayoral year. The next meeting of A&OS would probably be on 2nd June (to be confirmed). This was a committee he hoped all believed was one that "gets things done" and that all its current members would wish to serve for another 12 months.

568/13 MINUTES
RESOLVED: unanimously that the Minutes of the meeting held on Monday, 17th February, 2014 be approved and signed as a correct record by the Chairman.

569/13 TOWN CLERK'S REPORT

It was agreed that that the contents of the Town Clerk's report be noted. Further updates included:

- That early talks with landowners about a possible site for a new cemetery would begin soon
- The delayed River Og project work by ARK had been re-scheduled for 14th April
- That the Interpretation Boards for the Diamond Jubilee Plantation would be in place in the next few weeks.

570/13 STONEBRIDGE MEADOW

The Town Clerk's report was noted. Members considered the final proofs from ARK for the 2 Interpretation Boards for Stonebridge Meadow. Main points of discussion included:

- That the proposed art work was attractive, informative and educational
- The wording used in reference to the project and the Town Council's role in it was right
- That planning permission was necessary ahead of installation of the boards as well as for the Town Council funded Notice Board. These could not be erected under permitted development rights

RESOLVED: that the proofs for the Interpretation Boards be approved

571/13 MARLBOROUGH COMMON

Members noted the report by the Town Clerk about recent works and progress on planned events on the Common. Main discussion points included:

- That the mesh was in place and despite some unexpected installation problems was embedding well. It would be important to protect it during larger events with heavier vehicle traffic
- The new path was near to completion. The contractors work had been good. Removal of soil would be undertaken by the Grounds Team to keep overall costs down and re-seeding would take place soon. During construction a leak had been identified and further work with specialist services was going ahead to remedy this.
- Plans were well underway for the Food and Drink Festival on 10/11 May and the Grounds and Estates Manager would be walking the site with a representative of the English Civil War Society (ECWS) ahead of the re-enactment event on 26/27 July

572/13 CEMETERY

(i) Grants of Exclusive Rights of Burial and Notices of Internment

RESOLVED: that the contents of the report on Grants of Exclusive Rights of Burial be received and noted

(ii) Memorials and Inscriptions

RESOLVED: that the contents of the report on Memorials and Inscriptions be received and noted.

(iii) Approach road to the Cemetery

Members noted the Town Clerk's report on remedial works to the approach road to the Cemetery. The Grounds and Estates Manager updated Members on plans to remedy verge damage and improve parking:

- Temporary works had been undertaken to large pot holes and proper re-surfacing would take place before the winter months. Quotes were currently being obtained.
- Road scalplings had been used to shore up damaged verges. The next step would be to install mesh to protect the ground but this would need up to 4 weeks to properly become embedded and be ready for use. Parking on the road could continue.

(iv) Community Clear-Up day at Old Cemetery

RESOLVED: that the new date for the Community Clear-Up day of the Old Cemetery be Sunday, 13th April 2014.

573/13

PRIORY GARDENS

Members noted the Town Clerk's report about recent works and future events at Priory Gardens. Main points of discussion included:

- That, following high winds, a dangerous tree (a conifer) had been felled on the agreement of Wiltshire Council
- A Surveyor's Inspection had been undertaken on the wall at Priory Gardens. This had already been identified as a Health and Safety issue and following recent extreme weather, there were fears that its poor condition had worsened. However, in the main, the wall did not pose an immediate threat but some re-building work had been recommended for attention soon
- The potential damage to Priory Gardens as a result of holding 2 separate events so close together and that this may incur additional costs. (Jazz Festival and the Living History event both scheduled for July). It would be useful to have sight of an Event Management Plan from the Jazz Festival setting out responsibilities in terms of clear up and litter picking. The Grounds and Estates Manager would be meeting with the ECWS to discuss his concerns.

574/13

USE OF OPEN SPACES

Members consider the following requests for use of Open Spaces –

a) Banners on Common

RESOLVED: that it be delegated to the Town Clerk to liaise with Highways officers about the erection of banners on the Common advertising Merlin Court Care Home's Summer Fete to take place on 5th July. If all proper procedures are followed in terms of obtaining relevant permissions from Wiltshire Council then the Town Council should grant permission for up to 2 weeks.

b) Fair on Common

RESOLVED: that permission be given to John Jennings to hold a fair on the Common between 19th - 22nd June. This would be subject to the usual conditions. Also, details should be obtained by the Town Clerk about arrival times as another event, a Car Boot sale, was being held just ahead of the fair's arrival on site.

b) GEOPHYSICAL SURVEY OF PART OF MARLBOROUGH COMMON

Members considered a request by the Wilts Archaeology Field Group currently recording the remains of the county's English Civil War. This was a non-intrusive survey. It was a welcome exercise fitting in well with the Civil War Re-enactment on the Common later in the summer.

RESOLVED: that permission be given for a geophysical survey of part of the Common to take place.

c) Gazebo at Village Green, Elcot Lane

This was the first time a request had been made for use of the Village Green and was likely to set a precedent for future use. It was not clear whether other events may clash with this private family occasion. Members appreciated the courtesy shown in formally requesting use.

RESOLVED: that the Town Council had no objections to this but that it should be made clear to the applicants that there may be others using the Village Green at the same time

e) Jazz Festival 18/19/20 July, 2014.

RESOLVED: that the Jazz Festival be granted the use of Priory Gardens and The Common subject to the usual conditions

575/13

SOUTH WEST IN BLOOM

The report by Councillor Rose was noted and she outlined the main points to come out of the SW in Bloom February seminar in Bath which she had attended alongside Cllr Castle and the Grounds and Estates Manager. Main discussion points included:

- That formal entry to the competition had been made and that a key organiser would be visiting Marlborough in the coming weeks
- The importance of community involvement
- There were many areas and projects to highlight to judges – Stonebridge Meadow, the Churchyard, High Street, The Parade, etc
- That some organisations had provisionally signed up to their involvement already – Marlborough College, the Fire Station, Plume of Feathers (Richmond Fellowship) and ARK
- It was an ideal opportunity to involve schools, the Chamber of Commerce and others
- This first year's entry would be a learning opportunity to improve on each year
- It was already being advertised via the website and *Town and Country* and the town's participation could be reiterated at the Annual Parish meeting on 28th April
- Planning was vital and a first meeting of interested parties should be arranged as soon as possible.

576/13

ALLOTMENT ASSOCIATION

The minutes of the Allotment Association were noted. The next meeting would be held on Wednesday, 26th March in the Council Chamber at 6.30pm.

577/13

BOWLS CLUB

The report from the Town Clerk was noted together with the minutes of a recent meeting with the Bowls Club. Main discussion points were that:

- The Bowls Club offered an important facility to all age groups in the town
- The work and fundraising efforts undertaken by the Club to grow it into the real community asset it had become
- Ongoing parking concerns and the need for dedicated area adjacent to the Club and that a good solution was to install mesh and slightly reduce the area of the Town Councils compound to incorporate it
- That the Club's licence with the Town Council, signed in May 1993, would expire on 14th April 2014

RESOLVED: that that i) the Grounds and Estates Manager discusses with representatives of the Bowls Club the possibility of using mesh for a small dedicated car park and ii) it be delegated to the Town Clerk to work with the Bowls Club and the Town Council's solicitors to draw up a new Licence to be submitted to Full Town Council for approval.

578/13

MEETING WITH LEISURE CENTRE

A meeting with managers at the Leisure Centre had been requested by the Chairman. This would take place at the Leisure Centre itself on Thursday, 10th April at 2pm.

RESOLVED: that Councillors B Castle, L Farrell, M Hall, A Light and The Mayor would attend April meeting at the Leisure Centre

The meeting closed at 9.45pm

Signed
Chairman

Date