

**MARLBOROUGH TOWN COUNCIL
AMENITIES AND OPEN SPACES COMMITTEE**

Minutes of a **Meeting** of the **Amenities and Open Spaces Committee** which was held **Monday 1 October 2018** in the **Council Chamber, Town Hall, Marlborough** at **7.50 pm**

PRESENT	Councillor M Cooper	Chairman
	Councillor L Farrell	Town Mayor
	Councillor B Castle	
	Councillor A Ross	
	Councillor M Hall	
	Councillor H Forbes	
ALSO PRESENT	Mrs S Parker	Town Clerk
	Mrs D Whitehall	Administrator
	Mr N Weatherly	Grounds Manager
	Councillor G Loosmore	Observing
	Councillor N Barrett-Morton	Observing
	Plus 3 members of the public	

The meeting was preceded by a presentation by **Dr Emma Tallini** and **Dr Katie Tilney** proposing improved recreation amenities at The Jubilee Field, Manton, after which they answered questions from Members. The **Chairman** thanked them for their hard work, passion and commitment - the proposal would be discussed as an agenda item later in the meeting.

PUBLIC QUESTION TIME

There were no questions.

One member of the public left the meeting

273/18 APOLOGIES

Apologies for absence were received from Cllr. Cairns, Northeast and Heath.

274/18 DECLARATIONS OF INTEREST

There were no declarations.

275/18 CHAIRMAN'S ANNOUNCEMENTS

The Chairman passed congratulations to Marlborough Parkrun on its successful launch on 22 September. 172 runners for the first session was impressive and showed just how popular this national weekly event was. It was good that the Town Council were key in helping to bring this to the town. The **Chairman** particularly thanked the **Grounds Manager** and **Town Clerk** who had been involved in bringing this project to fruition.

The **Chairman** wished all involved in Marlborough in Bloom the best of luck at the South West in Bloom awards ceremony taking place in Yeovil on 4 October.

Two members of the Grounds Team has left the Council - Michael Haines, a former apprentice and Dave Martin, a seasonal worker who had made a huge impact to the floral displays throughout the town. Both were moving on to new projects and the Chairman passed on his best wishes on to them.

In line with Standing Order 11a) vi, the Chairman proposed to change the order of agenda items.

RESOLVED: to bring agenda item 7 (Jubilee Field, Manton), forward on the agenda for the convenience of the members of the public present who had an interest in the item.

276/18

MINUTES

RESOLVED: that the Minutes of the meeting held Monday, 2 July 2018 were approved as a true record and signed by the Chairman.

277/18

JUBILEE FIELD, MANTON

Members noted a report by the Town Clerk and considered a request from residents and parents about refurbishment of the play area at Jubilee Field, Manton. Main discussion points included:

- Members showed a broad desire to support this request to improve facilities in an area that was well-used by a good cross-section of people from across the Marlborough and Manton community, including residents of Barton Park
- The Town Council's Action Plan 2017-2021 adopted in November 2017 already included Proposal AS5: increased recreational facilities at Jubilee Field, to include possible equipment for older children and an improved play area, estimated to be delivered as a medium priority
- Financial implications would need careful consideration during the precept setting round in November and when the next allocation of CIL funding was known. The Manton Residents Association and local community's commitment towards making a contribution via fundraising was welcomed
- The extensive background work already undertaken by the community provided a very good starting point
- Members noted that plans displayed during the preceding presentation were indicative only. A CLH-PS pipeline which runs across the field may have a bearing on where and to what extent the play area could be expanded and this would need further investigation
- Under Financial Regulations, the Town Council would have to enter into a tendering process before appointing a contractor.

RESOLVED: (i) that Marlborough Town Council congratulates residents and parents on the extensive background work already undertaken to address this community need and that it supports the proposed project

RESOLVED: (ii) that the project for improved recreational facilities at the Jubilee Field, Manton should go ahead in line with the Town Council's Action Plan 2017-2021

RESOLVED: (iii) that a meeting be arranged to discuss funding bids, timelines etc. in early November by which time there may be confirmation of further CIL funding availability

RESOLVED: (iv) that Members will discuss including a dedicated budget line for the project as part of the 2019/20 precept setting round

Two members of the public left the meeting

278/18

TOWN CLERK'S REPORT

Members noted the Town Clerk's Report.

The **Town Clerk** gave an update on The Common (Min. 117/18) – after investigations into the parameters set out in the Commons Act 2006, it had been confirmed by the relevant government department that Marlborough Rugby Football Club (MRFC) could go ahead with temporary barriers around the senior pitch and it had been confirmed that no planning permission was required. All Town Council actions on this had been followed through. Civil servants had also confirmed that, under rules on common land, it would be possible to create an informal, loose surface car park at The Common.

The **Town Clerk** explained that due to the personal circumstances of a member of the ICCM team who had visited the Victorian Cemetery in August, the expected report had not been delivered in time for this committee meeting. However, an interim report had been provided with recommendations about planting and historical work. The Town Clerk would be liaising with the Friends of the Victorian Cemetery and other interest groups about these.

Cllr Ross expressed disappointment about the continued attitude of some dog walkers in not clearing up after their dogs, but he had noticed some improvement over recent months and the Grounds Manager confirmed that more dog waste was being disposed of in council bins.

279/18

GROUND'S MANAGER'S REPORT

Members noted the Grounds Manager's report. In the resulting discussion, Members questioned whether the roses at the Wiltshire Regiment Memorial would improve with a winter feed of organic material following the unusually hot, dry summer, or whether other options should be investigated.

RESOLVED: (i) that as the Ford 120 tractor had come to the end of its useful life, it should be offered for sale in line with Financial Regulations around disposal of assets

RESOLVED: (ii) that costs are sought for new machinery to replace worn out two-stroke equipment (strimmers, hedge cutters and blowers), preferably for purchase in the current financial year

Cllr. Ross noted that it was important for the Grounds team to have the right tools for the job and invited the Grounds Manager to review whether remaining equipment was fit for purpose ahead of the precept setting round.

Cllr. Barrett-Morton left the meeting

280/18

COOPER'S MEADOW PLAY AREA

Members noted the Town Clerk's report and that work had commenced that day (1 October) to install the new play area. Members discussed dates for a proposed opening event, noting that the equipment was likely to already be in use for a very short time before the official opening but not before snagging activities were completed.

RESOLVED: that an opening event should take place to celebrate the new play area on Friday, 2 November (during the half-term holiday)

Interpretation Panel

The panel, installed in 2010, had been vandalised recently and had been removed and stored. The information on it was also in need of updating. Members recognised this was an opportunity to work with Action for the River Kennet (ARK) to replace the board. The design of the panel might include

- Historical information about the Meadow, including the Cooper family history
- Information about water meadows
- Summer grazing for sheep
- To remove references to Kennet District Council and include Marlborough Town Council

RESOLVED: to work with ARK to replace the vandalised interpretation board

281/18

THE COMMON

Members considered a number of proposals for The Common.

Proposed Bulb Planting on 'Swindon Bank'

The Grounds Manager's report was noted and Members considered a proposal from Marlborough Gardening Association (MGA) to plant more daffodils along the Swindon Bank. Members welcomed this offer from MGA and planting options discussed included:

- Whether to replace the triangular blocks of bulbs like-for-like
- Whether to provide additional investment and complete the planting along the full length of the bank
- Whether to plant in blocks or as a more natural drift of colour
- Whether to decline the request and cut the bank on a regular basis, stopping the bulbs from flowering and keeping the bank clean and fresh all year
- Whether to include other bulbs such as crocus (Members commended the excellent display of crocuses along Queens Drive in Swindon)

Cllr. Forbes proposed, seconded by **Cllr. Castle** to accept the request and to invest £410 for an additional 3,000 bulbs to complete the planting of the bank. There were 2 votes for with 3 against, therefore the motion was not carried.

RESOLVED: to consider a different planting option, perhaps including other bulbs, for consideration at the next meeting on 19 November, allowing just enough time to plant the bulbs during the planting season

Site for Brazier for the Lighting of a Beacon

The Town Council was working with the Rotary Club to include Marlborough in the nationwide 'Battle's Over' chain of beacons to be lit at 7pm on Sunday, 11 November. Members considered the location for the beacon and whether this should be a permanent fixture on The Common.

RESOLVED: (i) to locate the beacon at a site in the centre of The Common where previous (temporary) beacons had been placed

RESOLVED: (ii) that, if possible, the beacon should be able to removed when necessary to accommodate future events such as circuses, funfairs etc

Informal Car Park

The potential to provide informal car parking on The Common had been discussed for several years. The **Town Clerk** had received confirmation that this was possible within the constraints of the Commons Act 2006 provided it was made up of a loose, informal surface. Discussion points included:

- There was a well-established shortfall of parking spaces within the town estimated to be around 100 spaces

- The car park adjacent to the Rugby Club was already made available for community parking free of charge during weekdays
- There was potential to create a similar car park that would potentially provide a further 30-50 spaces
- Whether to charge for use of the proposed car park and how to implement a payment and enforcement system
- A need to demarcate the parking area with physical posts similar to the Rugby Club car park to prevent overspill onto other areas of The Common
- Of the two sites considered, the one in line with the existing car park (marked 'B' on a plan shown to Members) was preferred as it would not encroach on areas used for sporting and recreational activities
- No research around groundworks or costs had yet been undertaken
- That increased car parking facilities would provide better access for those using The Common for recreational activities

RESOLVED: that the proposal for an informal, loose surfaced car park at The Common was agreed in principle

RESOLVED: to seek advice from an independent qualified engineer in order to progress to a proposal and design for further consideration prior to undertaking public consultation

282/18

STONEBRIDGE MEADOW

Members noted the minutes of the most recent meeting of the Stonebridge Meadow Management Committee. **Cllrs. Castle, Ross and Hall** had attended the meeting and provided verbal updates on the excellent working relationship between committee members. Items discussed at the meeting had included a potential extension to the boardwalk as well as recent anti-social and poaching activities in the Meadow.

283/18

CEMETERIES

RESOLVED: (i) that recent Grants of Exclusive Rights of Burial were noted

RESOLVED: (ii) that approved memorials and inscriptions were noted

RESOLVED: (iii) that Commonwealth War Grave signs should be placed on the gates at both Cemeteries

284/18

ALLOTMENT ASSOCIATION

Members noted the most recent minutes of the Allotment Association and considered the purchase of RBS Rialtas software to assist office staff with allotment administration and management processes.

RESOLVED: to purchase allotment software and that an element be included in the precept setting round for its inclusion in 2019/20 budgets.

285/18

ADDITIONAL PLANTERS

Feedback from South West in Bloom judges had noted gaps in barrier planters at a number of locations around the town. Members commented on how attractive the planters looked this year and considered a report by the Grounds Manager recommending the purchase of an additional 25 barrier planters to be placed along New Road, to fill gaps in the High Street, at the Salisbury Road Recreation Ground entrance and the approach to the roundabouts at the eastern end of George Lane. Costs for planters, delivery, compost and additional plants were provided in the report, totalling approximately £3,460.

RESOLVED: to purchase new planters (with associated plants and materials) ready for spring 2019

286/18

NEW BIN REQUIREMENT

RESOLVED: to replace the open-top litter bin at the George Lane/Salisbury Road junction seating area with a standard Town Council branded litter bin

287/18

MARLBOROUGH IN BLOOM (MiB)

The Grounds Manager had attended the most recent meeting and provided a verbal update, including that a new Secretary had been appointed and that constitutional changes had been made to set out processes for banking and press releases. A potential theme for ladybirds was being considered, and this would be discussed at the AGM on 8 November. It was good news that more members were joining both the Committee and the team of volunteers. The Town Clerk reminded Members of a proposal to provide space for MiB volunteers at the George Lane building and this would be discussed by the Property Committee when drawings had been finalised.

288/18

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential or commercial nature of the business to be transacted

289/18

TOWN COUNCIL-OWNED LAND

RESOLVED: (i) that the confidential minute 128/18 of the meeting held Monday, 2 July 2018 was approved as a true record and signed by the Chairman

RESOLVED: (ii) that the **Town Mayor, Cllrs. Hall, Cooper and Forbes** and the **Town Clerk** should arrange to meet with representatives of Aster Group to discuss options surrounding access to Priory Gardens

The meeting closed at 9.35 pm

Signed: Date: