



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 17th September 2018

To all members of the Council Asset Management Committee: Cllr Richard Wood (Chair of Council), Cllr John Glover (Vice Chair of Council & Chair of Committee), Cllr Paul Carter (Vice Chair of Committee), Cllr Alan Baines, Cllr Mary Pile, Cllr Terry Chivers and Cllr Paul Taylor

Dear Asset Management Committee members

Re: ASSET MANAGEMENT COMMITTEE MEETING ON MONDAY 24th September 2018

You are summoned to attend the Asset Management Committee Meeting which will be held on **Monday 24th September, at 7.30pm** (following the Planning Committee) **St Barnabas Church**, Beanacre Rd, Beanacre, Melksham SN12 7PT to consider the agenda below.

Yours sincerely

Teresa Strange
Clerk

A handwritten signature in black ink, appearing to read 'T. Strange', is written over the typed name and title.

AGENDA

1. **Welcome, Housekeeping and Apologies**
2. To receive **Declarations of Interest**
3. **Public Participation**
4. **Asset Register:** To note adoption of telephone kiosks.
5. **Play Areas/Playing Fields/Public Open Space:**
 - a) To note Caretaker Quarterly Written Inspection Report for play areas
 - b) To consider independent ROSPA annual inspection reports for play areas and playing fields and agree future action
 - c) To consider quotation for fence repair/replacement at Berryfield play area
 - d) To consider additional measures to secure against unauthorised encampments
 - e) To receive update on new footpath being installed at Hornchurch Road public open space
 - f) To consider any tasks for Melksham Oak outdoor education student volunteers
 - g) To consider alternative option for footballs kicked against Bowerhill Pavilion

6. Bowerhill Sports Pavilion:

- a) To consider new risk assessments following part occupation of the Pavilion as office accommodation:
 - i) Legionella Risk Assessment
 - ii) Fire Risk Assessment
- b) To consider hire costs for the following events/activities:
 - i) Use of changing room for Personal Trainer
 - ii) Cost for future Bowerhill Bomber races

7. Street Furniture:

- a) To consider requests for new seats in the parish (Wiltshire Council Area Board match funding for Age Friendly project)
- b) To consider quotation for maintenance work to Bus Shelter, Shaw Hill

8. 2019/20 Budget Planning: To consider budget requirement indication for asset management in 2019/20.

Copy to: All Councillors