

**COMMUNITY AND LEISURE COMMITTEE MEETING**  
**TUESDAY 6 October 2009**  
7pm at Ockwells

**Councillors present:**

Cllr T Robertson - Chairman      Cllr B Atfield                      Cllr R Case              Cllr G Chapman  
Cllr P Colmer                      Cllr T Clements              Cllr D Tetlow

2 Members of the public

**The fire instructions on the entrance door were pointed out.**

**Public Question Time** – There were no questions

**MINUTES**

**09.67      Apologies for absence** – Cllr R Szybiak and Cllr B Beasley

**09.68      Declarations of Interest** – Cllr Tetlow declared a prejudicial interest in item 8 (EMR Tennis Courts). He stayed and took part in discussions but did not vote.

**09.69      Minutes**  
The Minutes of the meeting held on the 25 August 2009 were signed by the Chairman and adopted as a true record.

**09.70      Clerk's report on action points from 25 August**

**08.10 - Long Close**

The Assistant Clerk has written to Wimpey Taylor regarding the state of the land and stated our disappointment that the transfer of land has not taken place – a verbal reply has been received - waiting for more information. Letter and photographs sent 12 August. **Town Clerk to write to Managing Director.**

**08.86(ii) – Abingdon Court Farm Open Space**

Letters received from residents regarding the condition of the open space between Abingdon Court Farm and Fairview Fields. Action: A letter has been sent to Jane Scott requested an update. A reply has been received - Mrs Scott has asked Officers for an update and will reply shortly. **Alan Brown (WC) visited the site on 1<sup>st</sup> October and met with ATC and Cllr Atfield – waiting letter of recommendations following a meeting with other WC officers.**

**08.116 - Closed Churchyards Responsibility**

Consideration was given to the proposal from the ATC to a new policy. However, in view of the recent damage to a listed tomb in St Sampson's Churchyard it was agreed to wait on the report from the Stonemason before any decisions are made. Letters have been sent to St Sampson's and St Mary's requesting copies of letters relating to transfer request of closed churchyard to CTC. At 2 June meeting it was RESOLVED for the ATC to chase up all parties involved, conduct further investigations on responsibilities on tomb management and to complete checking of archive records. **Agenda Item**

### **Area of Land Behind Meer Stone**

Request for area behind Meer Stone to be tidied up – investigating options – The hedge has been trimmed back, additional work planned as an autumn project. **Alan Brown (WC) visited site on 1<sup>st</sup> October and met with ATC and Cllr Atfield – waiting letter of recommendations following a meeting with other WC Officers.**

### **PQT. Meer Stone Plaque**

A request from Cllr Robertson was made to Chris Morley to view the plaque as it has become discoloured – Mr Morley agreed, The plaque - half the lettering has disappeared and the wood to which the plaque is attached is splitting. Contact has been made with the manufacturers and advice and costs received. **Agenda Item**

### **08.170 – Allotments**

All allotments have been allocated. Initial meeting to be arranged to form Allotment Committee. Agreements to be issued and rents collected. **Agenda Item at November C & L.** Cllr Case stated there were a number residents with large gardens who for various reasons cannot or who are struggling to work them and perhaps those residents who want allotments could use their gardens. It was agreed to make an appeal on behalf of both parties but to stress this would be a private arrangement between the owner and user. Cllr Colmer has been approached by Residents asking for more allotments. A piece of land owned by Wiltshire Council has been identified – ATC to investigate if this could be made available for use.

### **09.08 - Cricklade Day Centre**

The Charity Commission will **not** de-register the charity and have requested the names of proposed new trustees. A verbal update was received from Cllr Robertson on the current situation –. The checks have been completed on new Trustees and a notice has been advertised (in Wilts & Glos Standard and has been placed on the notice board at Jenner Hall) for a period of one month (there is one week remaining) for any objections. Once this time limit has passed the Charity Commission will send a sealed order which is to be advertised for a further three weeks. If no objections the process should be completed by the end of November. A meeting of the new proposed Trustees is scheduled for next week to discuss the request from Wiltshire Council for budget figures for 2010-11 and for feedback on current service (there has been a small increase in members as the Ashton Keynes Day Centre has recently closed). Cllr Colmer asked if there was a contingency plan in place in case the 2010-11 grant is reduced. Cllr Robertson stated that there is not one in place at the moment but it will be considered at the meeting next week. Cllr Atfield asked about the old assets, Cllr Robertson assured him they would be legally in the control of the new Trustees once transfer has been completed.

### **09.18 - Exclusive Rights of Burial**

Suitable package identified and agreed by C & L committee on 28 July - to take to FTC for approval and funding

### **09.28 – Ear Mark Reserves**

At the 2 June meeting it was RESOLVED to write to the Tennis Club to clarify their intention regarding the building of new tennis courts. A letter has been sent and a holding reply has been received – **Agenda Item**

### **09.30 – Skate Park**

CTC received notification from Wiltshire Council of a grant scheme for play equipment with only a few day notice - we were able to put together a bid for a half pipe and to resurface the Skate Park, however we were not successful in the first round of allocations but may be still eligible for the next round, the Town Clerk will approach Wiltshire Council for feedback. Bob Jones – Cricklade Business Association confirmed that the donation promised would still be available if we are successful in the future. We have spoken with residents in the area, who have said that vocal noise from the Leisure Centre is louder than that from the Skate Park. Discussion on choice of surface and equipment took place, the equipment preferred has a highly effective acoustic foam for sound reduction and a new concrete surface would be quieter than the existing tarmac thus providing a smoother surface for skaters and would also have greater durability. The Users have been approached regarding this plan and agree with change of surface. Cllr Robertson thanked the Town Clerk and ATC for doing such an excellent job in preparing and submitting the bid in just a few days. Cllr Colmer asked why CTC were not aware of this grant at an earlier stage, ATC responded that it was because we had only received one Parish Newsletter since Unitary and the scheme was badly advertised by Wiltshire Council (on their own admission) this has now been rectified and we will receive the Parish Newsletter by email in future.

### **09.37 – Parish Improvement Grant**

A request was made for a Councillor to take on board the PIG Scheme. Following a discussion it was RESOLVED for the ATC to contact the Footpath Group for their input and bring back to the next meeting. A letter was sent to the Footpath Group and a member of the group would be willing to assist a Cllr in moving this scheme forward unfortunately we do not have a Cllr available to take this project on board. Cllr Chapman offered to assist with the grant application if the Footpath Group could bring the scheme together a member of the group is willing to do this and will contact CTC end of September. A member of the Footpath Group is coming to CTC offices on 16 October to discuss plans – ATC requested a Cllr to meet and take project forward. Cllr Chapman offered to meet with the Group representative.

### **09.54 – Cricklade Model Flying Club**

A new licence and the peppercorn rent have been received. **Agenda Item**

### **09.63 – Parsonage Farm Close – Section 96**

Consideration was given to the request from Parsonage Farm Close Residents Association for CTC to apply for a Section 96 licence to enable them to build two raised beds either side of the entrance to the Close. Email sent to Wiltshire requesting 96 licence 27 Aug – **Update licence should be completed in next two weeks**

### **09.71 Correspondence**

- i) Parish Steward Programme for autumn 2009 was noted. ATC asked for feedback relating to potholes in Cricklade needing repair. Parsonage Farm Close and the Leisure Centre entrance was highlighted – ATC to liaise with Parish Steward.

### **09.72 Closed Churchyards Responsibility**

The ATC has checked the archives from 1898 to 1976 and extracted all relevant information regarding the responsibilities of CTC to the Closed Churchyards in Cricklade. After discussions on the interpretations of the old minutes and the way forward for CTC, Cllr Colmer proposed the following RESOLUTION that '**Cricklade Town Council work with both Parochial Church Council's and take responsibility for the maintenance of the Closed Churchyards (St Mary's and St. Sampson's) so that all aspects of Health and Safety is adhered to not including repair or making good of monuments, tombs and memorials.**' – under the Local Government Act 1972, Section 215. In a recorded vote Cllrs Robertson, Tetlow, Case and Colmer voted for the RESOLUTION. Cllrs Clements, Chapman and Atfield voting against. The **RESOLUTION** was then carried by four votes to three.

### **09.73 Meer Stone Plaque**

Following a report of the poor condition of the brass plaque, the ATC contacted the manufacturers, they stated that a brass plaque has high maintenance requirements especially when outdoors. The existing plaque can be re-polished but the maintenance issues would then need to be put in place with daily maintenance. Following discussions it was **RESOLVED** to purchase a plaque made of bronze which requires no maintenance and would be in keeping with existing plaques throughout Cricklade. To allocate funds from the Contingency budget (code 2165) and Town Enhancement (code 2521). During Suspension of Standing Orders, Bob Jones asked if we could consider having the plaque higher up to enable people to read easier. Cllr Tetlow stated this would be considered.

### **09.74 EMR**

CTC wrote to the Tennis Club asking if they still intended to build new tennis court at Fairview Fields, a reply was received for consideration by the Committee. The Tennis Club no longer wish to build new tennis courts on Fairview Fields as they are quite happy with the booking arrangements in place with the new Leisure Centre Management however, they would like to extend the existing courts (the conifers would need removing) to meet the Lawn Tennis Association's standards, replace the fencing with higher grade netting and resurface the court for all weather use. The resurfacing would be in partnership with the Leisure Centre to provide a surface for football training as well as tennis in the winter months. During a Suspension of Standing Orders, Bob Jones stated that the Probation Service had chopped off the tops of the conifers and they were in poor condition. Cllr Atfield said the conifers have always struggled in this area and CTC has received a request from the Leisure Centre for their removal. It was **RESOLVED** for the EMR allocated to new tennis courts be kept for upgrading of existing courts. All in favour, Cllr Tetlow did not vote.

- 09.75 Wicksteed Report**  
The annual risk assessments completed in July were discussed. An action report was considered and noted by the Committee.
- 09.76 Model Flying Club**  
At the meeting held on 25 August, Cllr Atfield asked why the Cricklade Flying Club (Item 09.54) was treated differently from the Cricklade Cricket Club in respect of the peppercorn rent. The ATC pointed out to the Committee that the reason they are treated differently is that the Cricket Club have a lease where as the Flying Club have a licence. Consideration was given to the signing of the annual licence to the Cricklade Model Flying Club, it was **RESOLVED** to sign the licence providing the words are amended from 'The licence is subject to the conditions below and will be reviewed by the Council after the first 12 months' to 'The licence is subject to the conditions below and will be reviewed by the Council annually.'
- 09.77 Working Party Update**  
**Community Garden** – Cllr Atfield thanked everyone for all their input, the opening had been very successful. Cllr Robertson said it had been a real community effort to bring the event together and thanks should be passed to those involved. During a Suspension of Standing Orders, Bob Jones asked when we would be moving on with the next phase. Cllr Atfield said that a working party meeting is to be arranged to discuss the completion of this phase, the remaining finances and the commencement of the next phase. **Action: Town Clerk to arrange meeting**  
**Tree of Remembrance** – No update  
**Cricklade Country Way** – No update available at recent Wilts & Berks meeting.  
**Eastern Roundabout** – Cllr Colmer has received a copy of a letter sent by Peter Binley (Wiltshire Council) to the Highways Authority offering to take over responsibility subject to contract demands not being to onerous. Cllr Colmer believes this will still take time to materialise, as he has been unable to contact Dave Battson (Highways Agency) for a number of weeks now for the promised feedback following the July meeting. Bob Jones thanked Cllr Colmer for all his work, he also mentioned that the other roundabout on the Spine Road is now being landscaped.

**Meeting Closed at 8.22pm**