



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Wednesday 12th February 2020

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 Alan Baines, Cllr Paul Carter, Cllr Terry Chivers, Cllr Paul Taylor and Cllr Stuart Wood

Dear Asset Management Committee members

Re: ASSET MANAGEMENT COMMITTEE MEETING ON MONDAY 17th FEBRUARY 2020

You are summoned to attend the Asset Management Committee Meeting which will be held on **Monday 17th February, at 10.00am** at 1 Swift Way, off Westinghouse Way, Bowerhill, Melksham, SN12 6TL to consider the agenda below.

Yours sincerely

A handwritten signature in cursive script that reads 'T. Strange'.

Teresa Strange, Clerk

AGENDA

- 1. Welcome, Housekeeping and Apologies**
- 2. To receive Declarations of Interest**
- 3. Public Participation**
- 4. QEII Diamond Jubilee Sports Field & Pavilion:**
 - a) To review hire charges**
 - b) To review additional maintenance work to field surface**
 - c) To consider quotations for ditch and tree work**
- 5. Shaw Village Hall & Playing Field:**
 - a) To note progress to date regarding Land Registry**
 - b) To note Legionella Risk Assessment work completed to date**

Serving rural communities around Melksham

6. **Shurnhold Fields:** To note the draft Minutes of the Shurnhold Fields working party on 29th January, and consider actions from that meeting and steer for parish council reps on future agenda items listed
7. **New housing development:**
 - a) To note update on play areas and consider any future action
8. To receive update on **Berryfield new village hall project**
 - a) To note appointment of consultants (13th Feb) by Finance Committee
 - b) To note dates for public engagement and meeting appointed consultants
9. To receive update on adopting **Halifax Road 'phone box**
10. To undertake due diligence on purchase of **Allotment shed**

Copy to: All Councillors