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MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Tuesday 22nd February 2022

To all members of the Council **Asset Management Committee**: Cllr John Glover (Chair of Council and Committee), Cllr David Pafford (Vice-Chair of Council and Committee), Cllr Alan Baines, Cllr Terry Chivers, Cllr Shona Holt, Cllr Andy Russell and Cllr Rob Hoyle

You are summoned to attend the Asset Management Committee Meeting which will be held on **Monday 28th February 2022 at 7.30pm** (*following planning committee*) at **1 Swift Way (off Westinghouse Way), Bowerhill Industrial Estate, Melksham, SN12 6GX** to consider the agenda below.

TO ACCESS THE MEETING REMOTELY PLEASE FOLLOW THE ZOOM LINK BELOW. THE LINK WILL ALSO BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09#success>

Or go to www.zoom.us or Phone 0131 4601196 and enter: Meeting ID: 279 181 5985
Passcode: 070920 Instructions on how to access zoom are on the parish council website www.melkshamwithout.co.uk If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

The recording will be available to view on YouTube the day following the meeting, search for Melksham Without Parish Council, until the minutes of that meeting are approved, which become the legal record of the meeting.

Yours sincerely

Teresa Strange, Clerk

Serving rural communities around Melksham

AGENDA

1. Welcome, Housekeeping and Apologies

2. To receive **Declarations of Interest**

3. To consider holding items in Closed Session due to confidential nature
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 consideration of business (5b, 5e, 8a, 8c) where publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

4. Public Participation

5. Play Areas, MUGAs (Multi Use Games Area) & Public Open Spaces:

- a) To review latest quarterly play area inspection report and consider any actions required
- b) To approve quotation for safety surfacing clean on play areas and MUGAs to get ready for Spring usage
- c) To consider request for additional lighting around Hornchurch Road Public Open Space
- d) To note complaint received regarding noise of closing gate at Kestrel Court Play Area and consider any action to be made
- e) To note correspondence received regarding Beanacre Play Area access

6. QEII Diamond Jubilee Sports Field & Pavilion (*known informally as Bowerhill Sports Field*):

- a) To approve quotation to clear the blocked ditch/ culvert along the boundary with Knorr Bremse
- b) To approve quotation for boot wash cleaner
- c) To consider request for permission to undertake metal detecting on the sports field
- d) To note recent call outs due to issues with CCTV cameras and approve quotation received for a new CCTV system
- e) To receive update on current bookings and review current charges
- f) To receive update following Water Testing visit on shower heads, and risk assessment and water heating when unmanned building

7. Allotments

- a) To receive report on waiting list
- b) To note delegated decisions made by Clerk relating to letting of plots and permissions given for greenhouses/sheds
- c) To consider allotment rent charges for 2022/23
- d) To consider request from allotment holder for a greenhouse larger than the permitted size
- e) To consider whether ponds should be permitted at the Allotments

8. Shaw Village Hall and Playing Field

- a) To note steps already undertaken regarding the land registration
- b) To consider whether a building valuation should be done on the village hall

- c) To note correspondence received from Shaw Village Hall regarding the status of their insurance claim for the gable wall damage
- d) To consider request for permission to plant trees/ wildflower area

9. Defibrillators:

- a) To review price comparison received for new defibrillator model in comparison to the current model and consider which model should be purchased to be located in the Pathfinder Place development
- b) To consider whether a PIR light should be purchased to go above the defibrillator at the Bowerhill Sports Pavilion

10. Noticeboards:

- a) To consider request to move the noticeboard outside of the Pilot pub to a new location
- b) To consider replacing noticeboard outside Shaw Village Hall or relocating the one outside of the library to this location
- c) To consider not using the noticeboard on the side of the Town Hall once the office has moved into the campus and relocating the existing noticeboard at the Bowerhill Sports Pavilion into the campus

11. Bus shelters:

- a) To consider how to cover/remove graffiti from Semington Road bus shelter
- b) To consider request from resident to permanently remove Semington Road bus shelter
- c) To consider concerns raised by caretaker of safety cleaning out bus shelter opposite George Ward Gardens

12. Bins:

To note bins purchased to replace missing or damaged Wiltshire Council bins under the Clerks delegated powers

Copy to: All Councillors



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Inspections

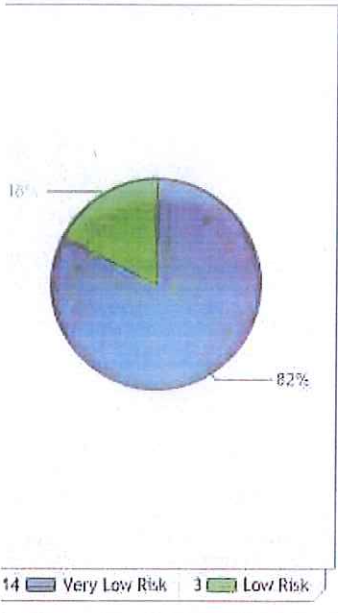
< Add New Inspection >

2022

January

05/01/2022 11:47:14 - OPER

2021



Inspection Details

Type	Operational Inspection	Inspector	Kealan O'Loughlin		
Inspected	05/01/2022	Start Time:	11:47	End Time:	11:54
Weather Conditions	Sunny	No Visitors	0		
Site Accessible?	Yes	Report Complete?	Yes		
Report Date:	07/01/2022	App Inspection?	Yes v4.5.11 Android 11		
Customer Order No					

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:28

Inspection Check Report

Facility Types - [Add New >](#) [Ancillary Items](#) [Playground](#)

[Item Findings](#) [Site Information](#) [Inspection Comments](#)

Item: All Items

Gates - Gate - Self Closing

[Detail](#)

Manufacturer:	Unknown	Surface:	Tarmac
Item Complies:	N/A	Surface Complies:	N/A
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Very Low Risk (1)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		

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Ancillary Items - Litter Bin

[Detail](#)

Manufacturer:	Unknown	Surface:	Grass
Item Complies:	N/A	Surface Complies:	N/A
Finding	The bin is slightly loose in it's foundation		
Remedial Action	This can be secured more firmly to its base		
Risk Assessment	Very Low Risk (1)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Activity Equipment - Trapeze Rings

[Detail](#)

Finding There is algae or moss growth on the surface resulting in slippery conditions

Remedial Action Clean and treat appropriately

Risk Assessment Very Low Risk (5)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



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Activity Equipment - Rope Climber

Detail

Manufacturer: Unknown Surface: Wet Pour
 Item Complies: N/A Surface Complies: N/A

Finding There is algae or moss growth on the surface resulting in slippery conditions

Remedial Action Clean and treat appropriately

Risk Assessment Very Low Risk (3)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



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Finding Fixings are damaged and/or have sharp edges

Remedial Action Repair or replace as required

Risk Assessment Low Risk (6)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



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Activity Equipment - Climbing Wall

Detail

Manufacturer: Unknown Surface: Wet Pour
 Item Complies: N/A Surface Complies: N/A

Finding This item is satisfactory - no work required

Remedial Action

Risk Assessment Risk Assessment not Undertaken (0)

Type Satisfactory

Defect Tracking

Highlighted No

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Gates - Gate - Maintenance

Detail

Manufacturer: Unknown Surface: Tarmac
 Item Complies: N/A Surface Complies: N/A

Finding This item is satisfactory - no work required

Remedial Action

Risk Assessment Risk Assessment not Undertaken (0)


Type Satisfactory

Defect Tracking

Highlighted No

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Item Complies:	N/A	Surface Complies:	N/A
Finding	There is some evidence of rot in the timber		
Remedial Action	Monitor for any further deterioration and replace as required		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Detail

Activity Equipment - Activity Trail			
Manufacturer:	Unknown	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	The timber has a number of splits/shakes or air cracks and this may affect the stability or allow water ingress which will accelerate the rotting process		
Remedial Action	Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability		
Risk Assessment	Very Low Risk (3)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Detail

Activity Equipment - Bridge			
Manufacturer:	Unknown	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Very Low Risk (1)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		

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Detail

Activity Equipment - Stepping Stones			
Manufacturer:	Unknown	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Risk Assessment not Undertaken (0)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		

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Detail

Swings - 1 Bay 2 Seat (Cradle)			
Manufacturer:	Unknown	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	There are gaps opening between the surfacing and the edging surround or between the joints in the surfacing		
Remedial Action	Monitor for any further deterioration and repair as required		
Risk Assessment	Very Low Risk (2)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Remedial Action	conditions
Risk Assessment	Clean and treat appropriately
Type	Very Low Risk (2)
Defect Tracking	Maintenance
Highlighted	Not Actioned
	No

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Activity Equipment - Multi Play (Junior)

Detail

Manufacturer:	Unknown	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	Caps missing		
Remedial Action	replace		
Risk Assessment	Very Low Risk (3)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		

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Finding	There is algae or moss growth on the surface resulting in slippery conditions		
Remedial Action	Clean and treat appropriately		
Risk Assessment	Very Low Risk (2)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		

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Rotor Play - Cone Climber

Detail

Manufacturer:	Unknown	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	The wetpour is crumbling in areas		
Remedial Action	Monitor for any further deterioration and repair as required		
Risk Assessment	Very Low Risk (3)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		

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Swings - 1 Bay 2 Seat (Flat)

Detail

Manufacturer:	Unknown	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	There is algae or moss growth on the surface resulting in slippery conditions		
Remedial Action	Clean and treat appropriately		
Risk Assessment	Very Low Risk (2)		
Type	Maintenance		
Defect Tracking	Complete		
Highlighted	No		

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Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Very Low Risk (1)		



Defect Tracking
Highlighted No

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Fences - Fence

Detail

Manufacturer: Unknown Surface: Grass
Item Complies: N/A Surface Complies: N/A

Finding There is some vegetation growing through into the play area

Remedial Action Cut back to alleviate injuries

Risk Assessment Low Risk (8)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



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Ancillary Items - Bench

Detail

Manufacturer: Unknown Surface: Grass
Item Complies: N/A Surface Complies: N/A

Finding This item is satisfactory - no work required

Remedial Action

Risk Assessment Very Low Risk (1)

Type Satisfactory

Defect Tracking

Highlighted No

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- 2021
- 2017
- 2016
- 2015
- 2014
- 2013

Inspection Details

Type	Operational Inspection	Inspector	Kealan O'Loughlin
Inspected	05/01/2022	Start Time:	12:27 End Time: 12:46
Weather Conditions	Sunny	No Visitors	0
Site Accessible?	Yes	Report Complete?	Yes
Report Date:	07/01/2022	App Inspection?	Yes v4.5.11 Android 11
Customer Order No			

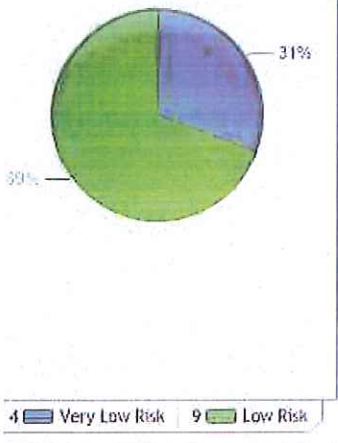
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Inspection Check Report

Facility Types - Add New > Ancillary Items Playground

Item Findings Site Information Inspection Comments

Item: All Items



Gates - Gate - Pedestrian

Detail

Manufacturer:	Unknown	Surface:	Tarmac
Item Complies:	N/A	Surface Complies:	N/A
Finding	The gate is closing too quickly (less than 4 seconds)		
Remedial Action	Take corrective action to ensure that the gate closes in 4-8 seconds		
Risk Assessment	Low Risk (8)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Finding	The paint is flaking off the metalwork		
Remedial Action	Rub down and re-paint		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Rocking Equipment - Spring See-Saw

Detail

Manufacturer:	Kompan Ltd	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	The paintwork on the spring has been damaged or worn exposing the metal underneath which is rusting		
Remedial Action	Treat any rusting components and repaint		
Risk Assessment	Low Risk (6)		
Type	Maintenance		

Highlighted No

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Finding There are gaps opening between the surfacing and the edging surround or between the joints in the surfacing

Remedial Action Monitor for any further deterioration and repair as required

Risk Assessment Low Risk (6)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



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Rotor Play - Cone Climber

Detail

Manufacturer: Tayplay Ltd Surface: Wet Pour
Item Complies: Yes Surface Complies: Yes

Finding This item is satisfactory - no work required

Remedial Action

Risk Assessment Risk Assessment not Undertaken (0)

Type Satisfactory

Defect Tracking

Highlighted No

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Ancillary Items - Litter Bin

Detail

Manufacturer: Earth Anchors Surface: Grass
Item Complies: N/A Surface Complies: N/A

Finding There are trip hazards at the edges of the surface

Remedial Action Reinststate surrounding surface levels to remove the trip points

Risk Assessment Low Risk (8)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



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Ancillary Items - Bench

Detail

Manufacturer: Unknown Surface: Concrete
Item Complies: N/A Surface Complies: N/A

Finding This item is satisfactory - no work required

Remedial Action

Risk Assessment Very Low Risk (2)

Type Satisfactory

Defect Tracking

Highlighted No

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Swings - 1 Bay 2 Seat (Cradle)

Detail

Manufacturer:	G L Jones Playgrounds Ltd	Surface:	Rubber Tiles
Item Complies:	Yes	Surface Complies:	Yes
Finding	The bushes are showing signs of wear		
Remedial Action	Monitor for any further deterioration and replace as required		
Risk Assessment	Very Low Risk (4)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Swings - 1 Bay 2 Seat (Flat)

Detail

Manufacturer:	G L Jones Playgrounds Ltd	Surface:	Rubber Tiles
Item Complies:	Yes	Surface Complies:	Yes
Finding	There are trip hazards at the edges of the surface		
Remedial Action	Reinstate surrounding surface levels to remove the trip points		
Risk Assessment	Low Risk (10)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Finding	There is some notable evidence of chain wear		
Remedial Action	Monitor for any further deterioration and replace when 40% worn		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Other - Free Standing Slide

Detail

Manufacturer:	Unknown	Surface:	Wet Pour
Item Complies:	Yes	Surface Complies:	Yes
Finding	There is surface corrosion present on the item		
Remedial Action	Consider treating the item		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Finding	There is algae or moss growth on the surface resulting in slippery conditions		
Remedial Action	Clean and treat appropriately		
Risk Assessment	Very Low Risk (3)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Manufacturer:	Unknown	Surface:	Tarmac
Item Complies:	N/A	Surface Complies:	N/A
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Risk Assessment not Undertaken (0)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		

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Fences - Fence - Timber & Mesh Infill

Detail

Manufacturer:	Unknown	Surface:	Grass
Item Complies:	N/A	Surface Complies:	N/A
Finding	There is some damage to the fence sections		
Remedial Action	Repair the fence		
Risk Assessment	Low Risk (6)		
Type	Vandalism		
Defect Tracking	In Progress		
Highlighted	No		



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Ancillary Items - Hanging Basket Posts

Detail

Manufacturer:	Playdale Playgrounds Ltd	Surface:	All Weather Surface
Item Complies:	N/A	Surface Complies:	N/A
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Risk Assessment not Undertaken (0)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		

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Ancillary Items - Teenage Shelter

Detail

Manufacturer:	Unknown	Surface:	All Weather Surface
Item Complies:	N/A	Surface Complies:	N/A
Finding	There is some evidence of fire damage to the item		
Remedial Action	Monitor for any further deterioration and repair as required		
Risk Assessment	Very Low Risk (3)		
Type	Vandalism		
Defect Tracking	Not Actioned		
Highlighted	No		



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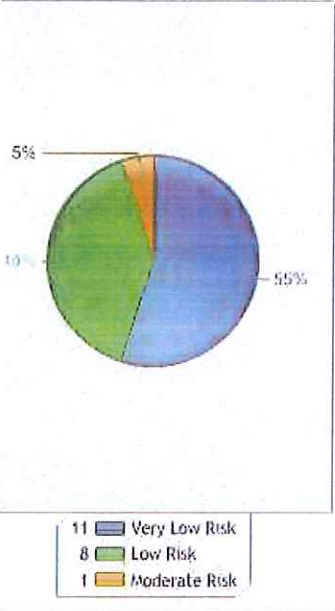
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- 2022
 - January
 - 05/01/2022 12:55:56 - OPER
- 2021
- 2018
- 2017
- 2016
- 2015
- 2014
- 2013



Inspection Details

Type	Operational Inspection	Inspector	Kealan O'Loughlin		
Inspected	05/01/2022	Start Time:	12:55	End Time:	13:08
Weather Conditions	Sunny	No Visitors	0		
Site Accessible?	Yes	Report Complete?	Yes		
Report Date:	07/01/2022	App Inspection?	Yes v4.5.11 Android 11		
Customer Order No					

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31

Inspection Check Report

Facility Types - Add New > Ancillary Items MUGA Playground Surfaces

Item Findings Site Information Inspection Comments

Item: All Items

Gates - Gate - Combination

Detail

Manufacturer:	Not Identified	Surface:	Concrete
Item Complies:	N/A	Surface Complies:	N/A
Finding	The gate is closing too quickly (less than 4 seconds)		
Remedial Action	Take corrective action to ensure that the gate closes in 4-8 seconds		
Risk Assessment	Low Risk (8)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Activity Equipment - Multi Play (Junior)

Detail

Manufacturer:	S M P (Playgrounds Ltd)	Surface:	Wet Pour
Item Complies:	Yes	Surface Complies:	Yes
Finding	There is or are fixings missing on the item		
Remedial Action	Replace all missing fixings		
Risk Assessment	Very Low Risk (3)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



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Finding	Fixings are damaged and/or have sharp edges
Remedial Action	Repair or replace as required
Risk Assessment	Very Low Risk (3)
Type	Maintenance



Highlighted No

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Rotor Play - Roundabout

Detail

Manufacturer: S M P (Playgrounds Ltd) Surface: Wet Pour
Item Complies: Yes Surface Complies: Yes

Finding This has a strong vibration when rotated
Remedial Action Repair
Risk Assessment Very Low Risk (5)
Type Maintenance
Defect Tracking Not Actioned
Highlighted No



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Finding There is a finger trap on the center spindle
Remedial Action Adjust the position of the plate
Risk Assessment Very Low Risk (3)
Type Maintenance
Defect Tracking Not Actioned
Highlighted No



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Ancillary Items - Litter Bin

Detail

Manufacturer: Unknown Surface: Wet Pour
Item Complies: N/A Surface Complies: N/A

Finding This item is satisfactory - no work required
Remedial Action
Risk Assessment Very Low Risk (1)
Type Satisfactory
Defect Tracking
Highlighted No

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Gates - Gate

Detail

Manufacturer: Unknown Surface: Tarmac
Item Complies: N/A Surface Complies: N/A

Finding The paint is flaking off the metalwork
Remedial Action Rub down and re-paint
Risk Assessment Low Risk (6)
Type Maintenance
Defect Tracking Not Actioned
Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31

Ancillary Items - Bench

Detail

Manufacturer: Unknown Surface: Wet Pour
Item Complies: N/A Surface Complies: N/A



Finding The paint is flaking off the metalwork

Risk Assessment Type	Low Risk (6) Maintenance	
Defect Tracking	Not Actioned	
Highlighted	No	

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31

Rocking Equipment - See Saw		Detail	
Manufacturer:	Hags	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	The dampener has failed		
Remedial Action	Investigate the cause and repair		
Risk Assessment	Low Risk (8)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31

Swings - 2 Bay (2 Flat, 2 Cradle)		Detail	
Manufacturer:	S M P (Playgrounds Ltd)	Surface:	Wet Pour
Item Complies:	Yes	Surface Complies:	Yes
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Very Low Risk (1)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		


Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31

Surface - Wet Pour		Detail	
Manufacturer:	Unknown	Surface:	Wet Pour
Item Complies:	N/A	Surface Complies:	N/A
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Very Low Risk (1)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31

Activity Equipment - Multi Play (Toddler)		Detail	
Manufacturer:	S M P (Playgrounds Ltd)	Surface:	Wet Pour
Item Complies:	Yes	Surface Complies:	Yes
Finding	There is some evidence of fire damage to the item		
Remedial Action	Monitor for any further deterioration and repair as required		
Risk Assessment	Low Risk (6)		
Type	Vandalism		
Defect Tracking	Not Actioned		
Highlighted	No		

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31



Remedial Action Replace all missing fixings
 Risk Assessment Very Low Risk (3)
 Type Maintenance

Defect Tracking Not Actioned

Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31

Finding There is or are fixings missing on the item

Remedial Action Replace all missing fixings
 Risk Assessment Very Low Risk (3)
 Type Maintenance

Defect Tracking Not Actioned

Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31



Rocking Equipment - Rocking Duck

Detail

Manufacturer: Not Identified
 Item Complies: N/A

Surface: Wet Pour
 Surface Complies: N/A

Finding Some fixings are slightly loose

Remedial Action Tighten all affected fixings

Risk Assessment Very Low Risk (3)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31



Fences - Fence

Detail

Manufacturer: Unknown
 Item Complies: N/A

Surface: Grass
 Surface Complies: N/A

Finding This item is satisfactory - no work required

Remedial Action

Risk Assessment Risk Assessment not Undertaken (0)

Type Historic

Defect Tracking Not Actioned

Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31

Finding There is some damage to the fence sections

Remedial Action Monitor for any further deterioration and repair as required

Risk Assessment Low Risk (6)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:31

Finding A deep hole has opened up along the outside perimeter of the fence

Remedial Action Fill in with soil to alleviate any injuries

Risk Assessment Moderate Risk (12)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



Multi Use Games Area - Goalmouth and Basketball Post

Detail

Manufacturer: Playforce Surface: Tarmac
 Item Complies: N/A Surface Complies: N/A

Finding The goal hoops have been damaged or are missing from the equipment
 Remedial Action Repair or replace as required
 Risk Assessment Low Risk (6)
 Type Maintenance
 Defect Tracking **Not Actioned**
 Highlighted No



Last Updated: Kealan.O'Loughlin@jdverde.co.uk - 07-01-2022 14:38:31

Finding Rust
 Remedial Action Treat and repaint
 Risk Assessment Very Low Risk (5)
 Type Maintenance
 Defect Tracking **Not Actioned**
 Highlighted No



Last Updated: Kealan.O'Loughlin@jdverde.co.uk - 07-01-2022 14:38:31

Finding There is or are fixings missing on the item
 Remedial Action Replace all missing fixings
 Risk Assessment Low Risk (8)
 Type Maintenance
 Defect Tracking **Not Actioned**
 Highlighted No



Last Updated: Kealan.O'Loughlin@jdverde.co.uk - 07-01-2022 14:38:31



Switch Site

Logged In As: hayden.barnard@idverde.co.uk

Inspections Defect Tracking Reports Suppliers Works Orders

Report Hub Logc

Inspections

< Add New Inspection >

- 2022
 - January
 - 05/01/2022 12:47:01 - OPER
- 2021
- 2016
- 2015
- 2014
- 2013

Inspection Details

Type	Operational Inspection	Inspector	Kealan O'Loughlin
Inspected	05/01/2022	Start Time:	12:47 End Time: 12:55
Weather Conditions	Sunny	No Visitors	0
Site Accessible?	Yes	Report Complete?	Yes
Report Date:	07/01/2022	App Inspection?	Yes v4.5.11 Android 11
Customer Order No			

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Inspection Check Report

Facility Types - Add New > Ancillary Items MUGA Playground

Item Findings Site Information Inspection Comments

Item: All Items

Gates - Gate

Detail

Manufacturer:	Unknown	Surface:	Grass
Item Complies:	N/A	Surface Complies:	N/A
Finding	The gate is closing too quickly (less than 4 seconds)		
Remedial Action	Take corrective action to ensure that the gate closes in 4-8 seconds		
Risk Assessment	Low Risk (8)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Rocking Equipment - Spring Whale

Detail

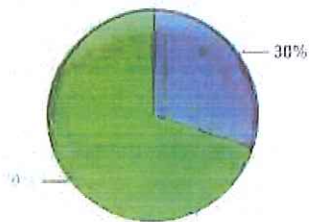
Manufacturer:	Playforce	Surface:	Tigermulch
Item Complies:	N/A	Surface Complies:	N/A
Finding	There is some unoffensive graffiti present		
Remedial Action	Consider removing the graffiti		
Risk Assessment	Risk Assessment not Undertaken (0)		
Type	Vandalism		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Rocking Equipment - See Saw

Detail



3 Very Low Risk 7 Low Risk

Finding A number of fixing(s) have worked loose
 Remedial Action The fixings should be replaced
 Risk Assessment Low Risk (6)
 Type Maintenance
 Defect Tracking Not Actioned
 Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Rotor Play - Roundabout

Detail

Manufacturer: S M P (Playgrounds Ltd) Surface: Wet Pour
 Item Complies: Yes Surface Complies: Yes
 Finding The bearing is showing signs of wear
 Remedial Action Monitor for any further deterioration and replace as required
 Risk Assessment Low Risk (6)
 Type Maintenance
 Defect Tracking Not Actioned
 Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Swings - 1 Bay 2 Seat (Cradle)

Detail

Manufacturer: S M P (Playgrounds Ltd) Surface: Wet Pour
 Item Complies: N/A Surface Complies: N/A
 Finding This item is satisfactory - no work required
 Remedial Action
 Risk Assessment Very Low Risk (1)
 Type Satisfactory
 Defect Tracking
 Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Gates - Gate - Maintenance

Detail

Manufacturer: Unknown Surface: Grass
 Item Complies: N/A Surface Complies: N/A
 Finding This item is satisfactory - no work required
 Remedial Action
 Risk Assessment Very Low Risk (1)
 Type Satisfactory
 Defect Tracking
 Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Swings - 1 Bay 2 Seat (Flat)

Detail

Manufacturer: S M P (Playgrounds Ltd) Surface: Wet Pour
 Item Complies: Yes Surface Complies: Yes
 Finding There is some wear to the shackles.
 Remedial Action Monitor for any further deterioration and replace when 40% worn
 Risk Assessment Low Risk (6)
 Type Maintenance
 Defect Tracking Monitor
 Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Manufacturer: Parkdale Play & Leisure Ltd Surface: Tarmac
 Item Complies: N/A Surface Complies: N/A

Finding The backboard is damaged
 Remedial Action Monitor for any further deterioration and repair as required
 Risk Assessment Low Risk (6)
 Type Maintenance
 Defect Tracking **Not Actioned**
 Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Gates - Gate - Pedestrian

Detail

Manufacturer: Unknown Surface: Tarmac
 Item Complies: N/A Surface Complies: N/A

Finding This item is satisfactory - no work required
 Remedial Action
 Risk Assessment Very Low Risk (1)
 Type Satisfactory
 Defect Tracking
 Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Activity Equipment - Multi Play (Junior)

Detail

Manufacturer: Parkdale Play & Leisure Ltd Surface: Wet Pour
 Item Complies: Yes Surface Complies: Yes

Finding There are trip hazards at the edges of the surface
 Remedial Action Reinstate surrounding surface levels to remove the trip points
 Risk Assessment Low Risk (8)
 Type Maintenance
 Defect Tracking **Not Actioned**
 Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Fences - Fencing - Flat Top

Detail

Manufacturer: Unknown Surface: Grass
 Item Complies: N/A Surface Complies: N/A

Finding Shrubs and brambles overgrown inside the play area
 Remedial Action Cut back to alleviate any injuries
 Risk Assessment Low Risk (6)
 Type Maintenance
 Defect Tracking **Not Actioned**
 Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30

Ancillary Items - Bench

Detail

Manufacturer: Glasdon Surface: Concrete
 Item Complies: N/A Surface Complies: N/A

Finding This item is satisfactory - no work required
 Remedial Action
 Risk Assessment Risk Assessment not Undertaken (0)

Defect Tracking
Highlighted

No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:30



Switch Site

Logged In As: hayden.barnard@idverde.co.uk

Inspections Defect Tracking Reports Suppliers Works Orders

Report Hub [Logc](#)

Inspections

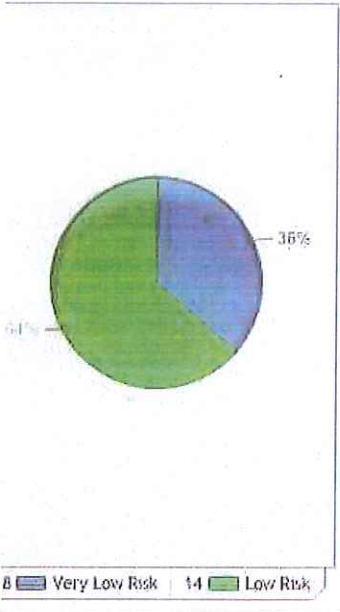
< Add New Inspection >

2022

January

05/01/2022 12:04:39 - OPER

2021



Inspection Details

Type	Operational Inspection	Inspector	Kealan O'Loughlin
Inspected	05/01/2022	Start Time:	12:04 End Time: 12:11
Weather Conditions	Sunny	No Visitors	0
Site Accessible?	Yes	Report Complete?	Yes
Report Date:	07/01/2022	App Inspection?	Yes v4.5.11 Android 11
Customer Order No			

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Inspection Check Report

Facility Types - Add New >

Ancillary Items	Buildings <input checked="" type="checkbox"/>	Landscape <input checked="" type="checkbox"/>
MUGA	Outdoor Fitness Equipment	Playground
Public Open Space <input checked="" type="checkbox"/>	Site Boundary <input checked="" type="checkbox"/>	Site Maintenance <input checked="" type="checkbox"/>
Sports Field <input checked="" type="checkbox"/>	Surfaces <input checked="" type="checkbox"/>	

Item Findings Site Information Inspection Comments

Item: All Items

Activity Equipment - Net Climber

Detail

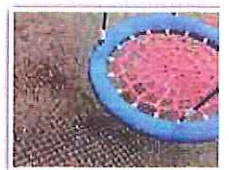
Manufacturer:	Unknown	Surface:	Grass Matrix Tiles
Item Complies:	N/A	Surface Complies:	N/A
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Very Low Risk (1)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Swings - Basket Swing - Type 1

Detail

Manufacturer:	Unknown	Surface:	Grass Matrix Tiles
Item Complies:	N/A	Surface Complies:	N/A
Finding	Swing too low		
Remedial Action	Remove some links		
Risk Assessment	Very Low Risk (3)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Manufacturer:	Unknown	Surface:	Concrete
Item Complies:	N/A	Surface Complies:	N/A
Finding	A small hole has been excavated adjacent to the bench		
Remedial Action	Reinstate surface level		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Gates - Gate - Self Closing

Detail

Manufacturer:	Unknown	Surface:	Concrete
Item Complies:	N/A	Surface Complies:	N/A
Finding	Finger trap		
Remedial Action	Installbuffer		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Finding	The gate is closing too quickly (less than 4 seconds)		
Remedial Action	Take corrective action to ensure that the gate closes in 4-8 seconds		
Risk Assessment	Low Risk (8)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Finding	The rubber buffer is missing from the latch plate		
Remedial Action	Replace rubber buffer		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Finding	Fixing missing on spring cover (finger trap)		
Remedial Action	Replace		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Activity Equipment - Multi Play (Junior)

Detail

Manufacturer:	Unknown	Surface:	Tigermulch
Item Complies:	N/A	Surface Complies:	N/A
Finding	There is surface corrosion present on the item		
Remedial Action	Consider treating the item		
Risk Assessment	Low Risk (6)		
Type	Maintenance		

Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Finding Cap damaged
Remedial Action Rep.ace
Risk Assessment Very Low Risk (1)
Type Maintenance
Defect Tracking Not Actioned
Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29



Activity Equipment - Multi Play (Senior)

Detail

Manufacturer: Unknown Surface: Tigermulch
Item Complies: N/A Surface Complies: N/A

Finding There is weed / vegetation growth on, between, or around the edges of the surfacing
Remedial Action Remove weed / vegetation growth
Risk Assessment Low Risk (6)
Type Maintenance
Defect Tracking Not Actioned
Highlighted No

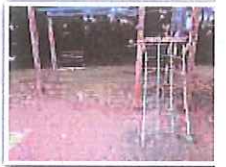
Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Finding A number of fixing(s) have worked loose
Remedial Action Secure all loose fixings
Risk Assessment Low Risk (6)
Type Maintenance
Defect Tracking Not Actioned
Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Finding There is/are bolt cap covers missing or damaged on the item
Remedial Action Replace missing or damaged bolt cap covers
Risk Assessment Very Low Risk (1)
Type Maintenance
Defect Tracking Not Actioned
Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29



Fences - Fence - Bow Top

Detail

Manufacturer: Unknown Surface: Grass
Item Complies: N/A Surface Complies: N/A

Finding The adjacent foliage is overhanging
Remedial Action Cut back and maintain to prevent injuries
Risk Assessment Low Risk (6)
Type Maintenance
Defect Tracking Not Actioned



Ancillary Items - Bench

Detail

Manufacturer:	Unknown	Surface:	Concrete
Item Complies:	N/A	Surface Complies:	N/A
Finding	The bench is not securely fixed to the surface and there is some possibility of the item tipping or rolling over		
Remedial Action	Secure the bench to the ground		
Risk Assessment	Very Low Risk (3)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Swings - 1 Bay 2 Seat (Flat)

Detail

Manufacturer:	Unknown	Surface:	Tigermulch
Item Complies:	N/A	Surface Complies:	N/A
Finding	The swing seat frames are corroding		
Remedial Action	Monitor for any further deterioration and replace as required		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Finding	The bushes are worn or missing		
Remedial Action	Replace worn or missing bushes		
Risk Assessment	Low Risk (8)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Ancillary Items - Litter Bin

Detail

Manufacturer:	Unknown	Surface:	Grass
Item Complies:	N/A	Surface Complies:	N/A
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Risk Assessment not Undertaken (0)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Swings - 1 Bay 2 Seat (Cradle)

Detail

Manufacturer:	Unknown	Surface:	Tigermulch
Item Complies:	N/A	Surface Complies:	N/A
Finding	There is some notable evidence of chain wear		
Remedial Action	Monitor for any further deterioration and replace when 40% worn		
Risk Assessment	Low Risk (6)		
Type	Maintenance		
Defect Tracking	Not Actioned		
Highlighted	No		

Remedial Action replace

Risk Assessment Very Low Risk (3)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Rocking Equipment - Spring Aeroplane

Detail

Manufacturer: Unknown Surface: Tigermulch
 Item Complies: N/A Surface Complies: N/A

Finding The spring clamps are loose

Remedial Action Tighten all loose fixings

Risk Assessment Low Risk (10)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Finding The paintwork on the spring has been damaged or worn exposing the metal underneath which is rusting

Remedial Action Treat any rusting components and repaint

Risk Assessment Low Risk (6)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Rotor Play - Spinner Bowl

Detail

Manufacturer: Unknown Surface: Tigermulch
 Item Complies: N/A Surface Complies: N/A

Finding There is weed / vegetation growth on, between, or around the edges of the surfacing

Remedial Action Remove weed / vegetation growth

Risk Assessment Very Low Risk (3)

Type Maintenance

Defect Tracking Not Actioned

Highlighted No



Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Multi Use Games Area - Basket Ball Goal

Detail

Manufacturer: Unknown Surface: Tarmac
 Item Complies: N/A Surface Complies: N/A

Finding This item is satisfactory - no work required

Remedial Action

Risk Assessment Risk Assessment not Undertaken (0)

Type Satisfactory

Defect Tracking

Highlighted No

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Item Complies.	N/A	Surface Complies.	N/A
Finding	This item is satisfactory - no work required		
Remedial Action			
Risk Assessment	Very Low Risk (1)		
Type	Satisfactory		
Defect Tracking			
Highlighted	No		

Last Updated: Kealan.O'Loughlin@idverde.co.uk - 07-01-2022 14:38:29

Lorraine McRandle

Subject: FW: Parish Steward

From: [REDACTED]
Sent: 20 October 2021 09:59
To: Lorraine McRandle <office@melkshamwithout.co.uk>; [REDACTED]
Subject: RE: Parish Steward

Lorraine,

How would we go about asking for additional lighting on the Hornchurch Road park? Not sure if you know but there was an additional path installed a couple of years ago and it is mostly fine, however where it goes between the hedge and the little copse it is very dark. You cant see the path and it is a little disconcerting at night when you know that youths hang around that area doing drugs. Would it be possible to investigate low level lighting of some form through that gap?

Thanks.
M

Marianne Rossi

From: Teresa Strange
Sent: 31 December 2021 15:23
To: John Glover
Cc: Marianne Rossi
Subject: Re: Kestral court

Thanks John

The red sheets were a work around a few years ago, I can't remember why off the top of my head, I think there may have been bowed struts that would allow a dog in/child out, we may well have to look at replacing the gate.

Thanks for checking it,
Happy New year to you.....
Teresa

From: John Glover <jon_glover47@btinternet.com>
Sent: 30 December 2021 15:25
To: Teresa Strange <clerk@melkshamwithout.co.uk>
Subject: Kestral court



Hi. All equipment ok but complaints from residents about noise of closing gate. I agree with them. It's not the gate against the post banging that is the problem, but the red metal sheets attached to each side of the gate. These sheets are not on the other gate. They appear to have been forced fitted as both bow out, therefore allowing the sheets to bang against the grid of the gate.

John

Sent from my iPhone John Glover

From: [REDACTED]
Sent: 07 January 2022 16:57
To: Lorraine McRandle <office@melkshamwithout.co.uk>
Subject: Persimmon

Hello,

I'm writing to seek permission to do some metal detecting on some of your land? I believe you own the playing fields in the Bowerhill industrial site? Would it be possible to detect this land? I'm experienced and I have the relevant insurance. All dug holes will be put back as they were found and all treasure found will be declared.

Kind regards,

[REDACTED]
[REDACTED]

Sent from my iPhone

Allotment Report for Asset Management Meeting

Monday 28th February 2022

Vacant Plots:

We currently have 2 vacant plots both on Berryfield.

Waiting List:

There are currently 8 people on the waiting list (The Allotment Warden is currently going through the waiting list and showing the next two perspective tenants the plots available).

Shed/ greenhouse requests

The Clerk has approved the following greenhouse requests:

Briansfield plot 21

Berryfield plot 11B

Plot inspections

The Allotment Warden has recently carried out a quarterly plot inspection, and I have written to one plot holder whose plot is in a poor condition.

[REDACTED]

Allotment account

Budget for 2022/23

Budgeted Allotment income

Berryfield Allotments	£1,343.00
Briansfield Allotments	£1,140.00
Total income	£2,483.00

Budgeted Allotment expenditure

Water – Allotments	£ 580.00
Allotment Grass Cutting	£ 721.75
Repairs & Maintenance	£ 50.00
Allotment Warden Salary	£ 660.00
Pest Control	£ 0.00
Total expenditure	£2,011.75

Income 2022/23	£2,483.00
Expenditure 2022/23	£2,011.75
Difference	£ 471.25

Ref Briarsfield Allotments Plot 3.

20-1-2022

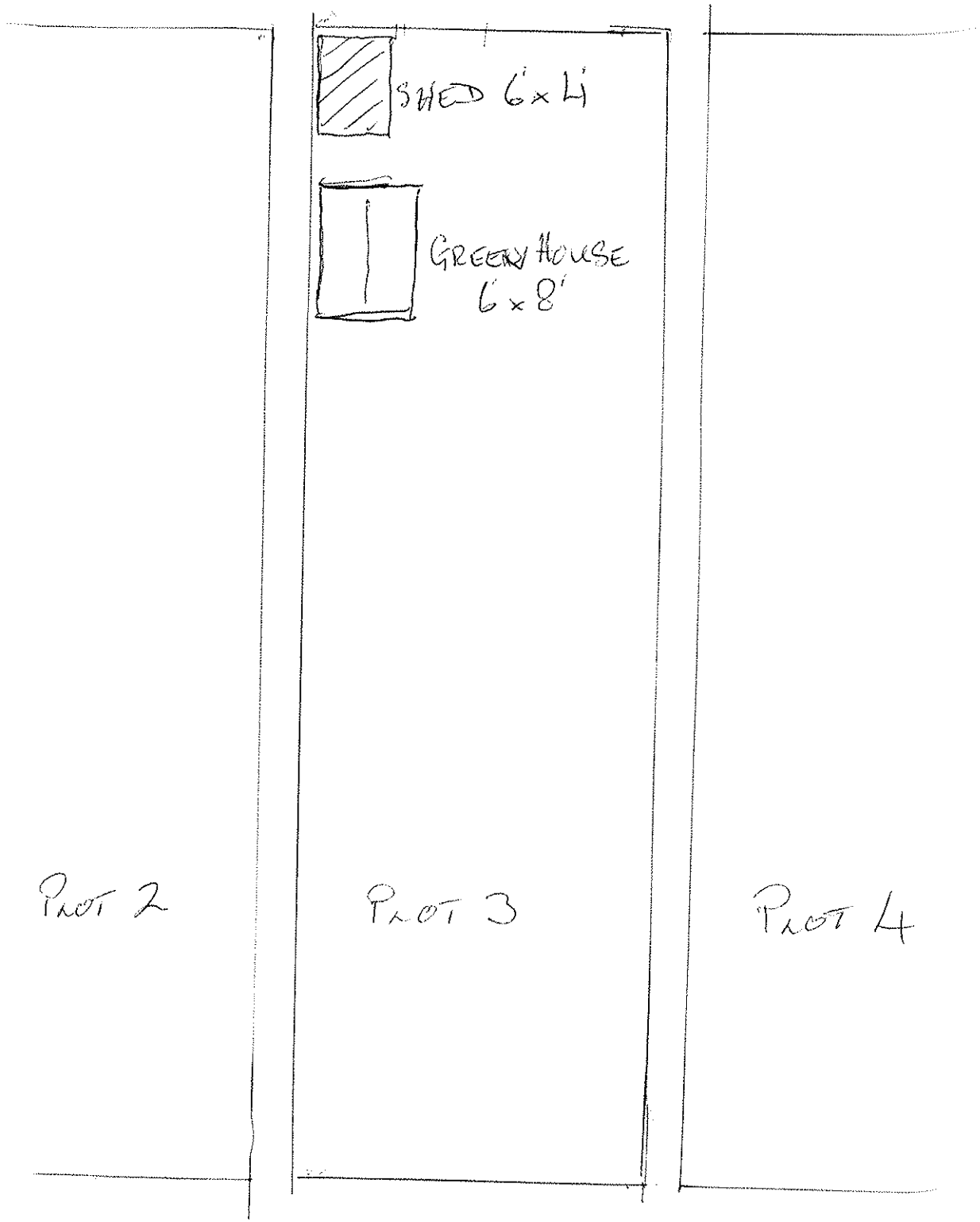
Dear Marianne Rossi.

This is to ask for permission to put up a shed size 6' x 4' on Briarsfield Allotments Plot No 3. I would also like to get permission to put up a Greenhouse size 8' x 6' which I brought with me when I moved to Melksham..

A plan of the allotment showing where I would want to put these items is attached.

Yours sincerely

BRIANFIELD ALLOTMENTS



CAR PARK

Request for a pond on the Allotments

David Cole reports that an allotment holder has approached him at the allotments to ask whether they can have a small pond on their plot to support the wildlife. (This request hasn't been made via the office). While talking to David he advised that there were a few other plot holders who already have ponds on their plots (no one has contacted the office to ask for permission).

There are currently no parish council rules around whether plot holders are allowed to have them or not. We have rules around structures such as sheds and greenhouses but nothing about ponds.

I have had a look around to see whether there was any advise on this as there isn't very much information on this subject from the National Allotment Society. I have found the rules from Cirencester Town Council (attached) which do allow plot holders to have ponds as long as they are temporary i.e., not a permanent fixture.

The main concern is the health and safety of other users of the allotments, particularly children. I have found some information and advice from the Allotment regeneration initiative (attached) which suggests ways to make them safer.

Cirencester Town Council

Fruit Trees & Shrubs

Tenants must not plant fruit trees without prior written consent from the Council. If written consent is given, trees must be planted away from the paths on a dwarf root stock and must not be allowed to grow over 2.5m tall. Tenants must ensure that they do not plant fruit trees in a position which will cast a shadow over neighbouring plots.

Shrubs must not exceed 0.75 metres in height or encroach on to neighbouring plots or paths.

Ponds

Tenants must not create a pond on the Allotment Garden without the prior written consent of the Council.

Ponds must be temporary and must not be formed using concrete or other hard landscaping material.

Ponds must be situated at least two metres from any communal path, and should not exceed the maximum surface area of 1.5 square metres. Ponds must be no deeper than 50 cm.

The pond area will be included as part of the non-cultivated area.

Ponds must have shallow sloping sides and tenants must ensure that the edges of the pond remain clearly visible. Ponds must not be allowed to stagnate.

A secure fence or barrier is recommended.

It is the tenant's responsibility to carry out a risk assessment to avoid any risk to other site users.

Refuse

Allotment gardens must be kept in an orderly and tidy condition, and kept free from rubbish.

Removal of refuse is the responsibility of the tenant.

Livestock, Poultry, Rabbits and Bees

25% of the Tenants Allotment Garden may be used for keeping hens (not cockerels), bees or rabbits providing that 75% of it is cultivated (see 'Cultivation').

The council must be satisfied that the keeping of such will not be prejudicial to the health of, or a nuisance to, neighbouring tenants.

Hen houses or coops: Appropriate arrangements must be made for the storage of feed and for the welfare of the poultry. RSPCA guidelines on the welfare of poultry on allotments must be consulted before tenants apply to the Council.

Bees: Tenants should register with a local bee-keeping association prior to applying to the Council.

Fertilisers and Pesticides

Control of Pesticides Regulations (amended) 1997 places responsibility on anyone who uses pesticides to ensure all reasonable precautions to protect the health of humans, creatures and plants, safeguard the environment, and avoid the pollution of water.

The Council recommends that tenants cultivate their allotment garden with regard for wildlife. Weed control using mulch and removal by hand is preferred. The Council also endorses the use of organic compost where possible, and discounted compost bins are available from the Council.

The use of a foliar Glyphosate based herbicide such as Round-Up should be restricted to one-off use in cases of severe infestation by deep-rooted perennial weeds such as bindweed and couch grass. It should only be used on a non-windy day to avoid drift onto neighbouring plots. Thereafter, weeds should be removed by hand, or by deep digging, or blacking out the area to daylight by the use of porous weed suppressant material such as Mypex, or by over-lapping sheets of cardboard. The use of hessian-backed wool carpet is also permitted, but carpet with rubber backing or which would not rot down, such as nylon is prohibited. A maximum of 6 months is permitted for black-out methods to work; the area should then be put into cultivation.

Fact Sheet

Health and safety on allotments: advice on activities requiring special management

Contact details for all organisations referred to in this factsheet are listed on the *Resources* sheet

The activities outlined below require additional risk assessments and additional legal regulations may apply. Check with your insurance company whether these activities are covered under the policy(s) held.

Trading huts

Trading huts (site shops) can help to generate site income but carry obligations related to personal safety, fire prevention and storage, handling and sale of pesticides, fertilisers and fuel.

Associations need to have written permission from the allotment authority to have a trading hut: if you are unsure about permission for an existing trading hut, check with the allotment authority. Both

parties should ensure the legal documentation is up to date and that each is aware of their liabilities. Allotment authorities should keep up to date with the activities of site trading huts they have permitted.



An untidy trading hut presents hazards to users

Fire prevention

The contents of trading hut sundries can become a lethal cocktail in a fire, e.g. a mixture of fuel, pesticides, animal bedding and fertilisers. Trading huts are a popular target for arson attacks.

Make your local fire service aware of the items that are stored in your hut and get site-specific advice from them regarding fire extinguishers, legal requirements and fire prevention. Draw up an emergency action plan. A list of emergency contact numbers should be clearly displayed on-site so that it is visible to any emergency services called to the site.



Trading huts are a popular target for arson attacks

Fuel storage

Regulations will depend on where you are located in the UK. Contact the Environment Agency for further information. Spillages should be cleaned up immediately. Wear disposable gloves and use sand, cat litter or a proprietary oil absorbent. Contact your local council for disposal details. Spilt oil should never be hosed down or poured into water courses or drains.



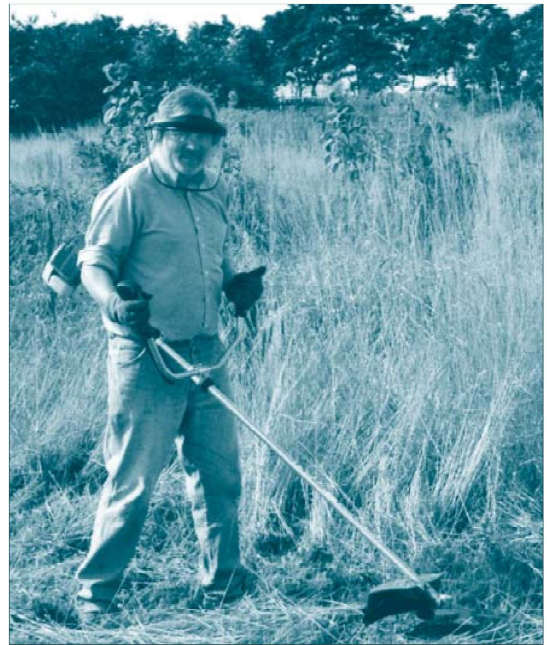
Tool bank

Sharing tools is a good way of cutting costs. Organisers of a tool bank have a duty of care to people loaning, borrowing and using tools.

Associations running a tool bank must ensure plottolders using the tool bank are given training before they are permitted to borrow association-owned tools. Most power tools need specific safety and handling training, e.g. power chainsaws, wood chippers, strimmers with metal blades and tractors. Local colleges may offer short and accredited training courses, or ask the supplier for advice. Do not purchase tools before you have addressed training needs. The person authorised to loan tools to plottolders also needs to have sufficient training.

Schedule a regular inspection of all hand and power tools and withdraw any that are blunt (blunt tools are dangerous), have loose handles or are faulty, until they have been repaired.

Tools should be stored in a locked, secure container: ARI recommends shipping containers (see ARI factsheet *Safe Sites*). Only authorised persons should be key-holders of tool stores and a full inventory/record-keeping system should be in place. Some equipment may have additional storage regulations, e.g. fuel-powered tools may need to be caged



inside a separate secure container that does not contain any other flammable materials. BTCV produce a useful book called 'Toolcare'.

Ponds and water

Why have ponds on allotments?

Ramshackle water tubs and overgrown 'ad hoc' ponds on plots give ponds a bad name: ponds that are planned and maintained properly pose a tiny risk, far outweighed by the numerous benefits to wildlife and enjoyment to people of all ages. Contact your local Wildlife Trust, Amphibian and Reptile Conservation and Pond Conservation about construction and maintenance of wildlife ponds.

Risks from ponds to children

The people most at risk of drowning in ponds are children under three years of age. Risk from drowning decreases as a child's age and understanding of danger increase. Children should of course be supervised on allotments at all times and especially near water.

Pond decisions

Decisions about ponds lie with the organisation managing the site, although the landowner could have the final say. Decisions about ponds should be made on a site-by-site basis, taking into account the



site's physical layout, level of open access and users. Building a pond on a site with a public right of way raises different issues to one with secure fencing.

Plotholders with children may prefer any communal ponds to be sited in an area of the site away from their plots.

Size and shape

A child is less likely to drown in a pond or water feature that has gradual sloping sides compared to a small one with steep sides. Sloping sides also prevent drowning of mammals that come to drink water.

Aim to make ponds shallow and seasonal; 30-50cm at the deepest point is sufficient for biodiversity. Ponds should be allowed to dry out in the shallow margins in summer. Margins will be more visible to children and biodiversity is greatest in warm shallows. In winter use a float to prevent icing-over, otherwise children may be tempted to walk on ice and pond-life will be starved of oxygen.

Large ponds should ideally allow for a shallow margin of at least 3m with a gentle and gradual gradient of no greater than 1:3. If the water level is likely to rise after rain or flooding then the shallow margin may need to be made greater than 3m wide. Depending on the constraints of

the site and the affects upon biodiversity, consider re-grading existing large ponds to these specifications.

Planting

Naturally occurring ponds usually have a soft muddy edge with reeds, scrub or other vegetation established on the bank and in shallow water at the edge. This can reduce the possibility of children (and dogs) accidentally running into the pond, so it is good practice to encourage this in the shallow area.

Some kinds of blanketing vegetation can look like solid ground. For safety and conservation remove carpets of duckweed and water fern (Azolla). Manage grasses, e.g. Flote Grass (Glyceria) and leave a frill around the edge but not masking the water. Allow a belt of tall reedy vegetation to grow up around the pond.

Alternative water features

Plotholders often have limited space and small containers, such as a washing up bowls, are popular on individual plots to attract wildlife and improve aesthetics. Where smaller ponds or containers are to be used, sloping sides should be incorporated into the design and vegetation should not be allowed to grow over and conceal the pond.



Children are fascinated by pond life

Marianne Rossi

From: [REDACTED]
Sent: 08 February 2022 11:14
To: Teresa Strange
Subject: Fw: Work At the Beeches
Attachments: [REDACTED]

Good morning Teresa

Following our discussions regarding the subject below the committee decided to defer the matter until a new committee was formed at the then upcoming AGM. The subsequent AGM eventually took place in November with a number of significant role changes being made to the committee. Now that things have settled down the new committee have raised the issue of garden space on the field I am forwarding to you the original quote from Tony Jones for the work that we proposed. With the jubilee celebrations due in the summer we will be discussing the possibility of planting trees in this area if planned work achieved in time. With regard to our previous discussion on this matter I would appreciate an update on your current views on the overall plan and the quote from Tony.

Very best wishes

[REDACTED]
----- Forwarded message -----

From: Tony Jones <tony.jones@jonesdevelopments> [REDACTED]

Sent: Thursday, 24 June 2021, 15:21:48 BST

Subject: RE: Work At the Beeches

Hi Geoff


Please find quotation attached for the works discussed with Tony.

Kind regards,

Michelle

From: [REDACTED]
Sent: 08 June 2021 17:29
To: Tony Jones
Subject: Re: Work At the Beeches

Thanks for the reply Tony.

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Recreation

Beltane House

Hall

Playground

The Old Coachhouse

Shaw Lodge

Sub Sta

AG 08d - Request to plant trees- wildflower area

BEECHES

BEECHES



[Redacted]
[Redacted]
[Redacted]
[Redacted]

[Redacted]

24th June, 2021

QUOTATION 4249

Reference – Beeches Green, Shaw – Wild Flower Area

- To strip top soil from area shown – approx 10m square
- To form a bank to neighbours boundary with excavated soil and shape

Total £ 1, 150.00 + VAT

Yours faithfully,

Tony Jones
J H Jones & Sons

If tender is accepted please sign below and return one copy

Signature..... Date.....

Park Farm, Bath Road, Atworth, Melksham, Wiltshire SN12 8HT
Telephone: 01225 703295 Email: tony.jones@jonesdevelopments.co.uk
VAT No 137 9615 41

Marianne Rossi

From: office@communityheartbeat.org.uk
Sent: 07 February 2022 11:46
To: Teresa Strange
Cc: enquiries@communityheartbeat.org.uk; office@communityheartbeat.org.uk
Subject: QUOTATION 1289 Melksham Without Parish Council
Attachments: QUOTATION 1289 Melksham Without Parish Council.pdf; 2 CHT Zoll 3 AED Specs 17.pdf

Dear Teresa

Thank you for the opportunity to supply you with a quotation, please see this attached as requested.

If choosing a Managed Solution a 1 off £100 fee would apply.

For a Managed Solution we would ask for weekly checks on the equipment to be submitted online via our WebNos Governance system. For any site we would recommend weekly checks however a minimum of a monthly check is required.

Below you will find a link to our New Project Guide For Community Defibrillation, we are also able to post you out a hard copy on request.

[Project Guide V2.00](#)

Equipment Choice

Please find equipment specifications for Defibrillators, Cabinets and Emergency Communications equipment below. Further details of each are available upon request.

[Defibrillators, Cabinets & Emergency Phones](#)

VAT

Please note your quotation is excluding VAT (charged at 20%) If you are VAT exempt or interested in having a Managed Solution then the costs are as per the quote.

In addition with a Managed Solution we are able to cover your insurances on the unit at no cost to the community. Please see the link below for further details and if you have further questions please do contact us.

[Purchase a cPAD or Use our Managed Solution](#)

Community Public Access Defibrillator - CPAD

We are pleased to confirm your quotation includes following items at no additional cost to you:

[Webnos Governance System](#) RRP £150

[Post Event Counselling](#) RRP £300

[AED Signage](#) (Pack of 4) £35

Personal Safety Kit (Torch, Hi-vis Jacket) £15

[1st Year Village Emergency Telephone System](#) £100 annually (a 1 off £45 set up cost would apply if taken)

Emergency Telephone Systems

Village Emergency Telephone System Package: (this can also be implemented along-side your **CPAD** package)

1st Year Village Emergency Telephone System, £100 annually (a 1 off £45 set up cost would apply if taken, but no annual cost for the first year) **Special Offer Standard Systems Only.** We do also run further training for all V.E.T.S Volunteers at £175 a session + VAT if applicable.

[V.E.T.S Telephone Systems](#)

Installation

I can also advise that the fitting cost for the unit can be completed by any local qualified electrician, this should cost around £200.00 + VAT.

We also have qualified electricians that can arrange fitting at your location for the above cost, please call us for details should you require this.

Fundraising

We are able to provide fundraising facilities for CPAD projects and please do ask how we can help.

See our [Support Services For Fundraisers!](#)

If you would like to proceed and you are using donated funds we would ask if any donations could be gift aided if applicable and I can supply the form for completion.

Support Agreement

A defibrillator whilst a valuable life-saving tool is also a long-term commitment, not just a one-off purchase. They need to be maintained and looked after, which can be done either by incurring costs as they arise such as when pads expire or batteries are close to depletion or as part of a support agreement.

[Support Agreement Information](#)

Thank you for your interest, please contact us If you have any further questions or need any more help with your project.

Have a good day and take care.

Best regards



Vickie Joskow

Office Manager / **The Community Heartbeat Trust Charity**

A: PO Box 168, Haverhill, Suffolk, CB9 1AX

P: 0330 124 3067

E: office@communityheartbeat.org.uk **W:** www.communityheartbeat.org.uk



NOW THE LEADING COMMUNITY DEFIBRILLATOR ORGANISATION

[Coronavirus Guidance for Community Defibrillators and Volunteers](#)



[Working In Partnership with BCF](#) | [RFU](#) | [Club Cricket Charity](#) | [National Defibrillator Database](#) | [More](#)

Donate to help us to keep supporting 6000+ community defibrillator sites...

The Community Heartbeat Trust (Solutions)
 PO Box 168

Haverhill
 Suffolk
 CB9 1AX
 Tel : 0330 1243067
 Email : office@communityheartbeat.org.uk
 VAT Reg No: 187 5510 82



The Community HeartBeat Trust

QUOTATION

(M) Melksham Without Parish Council
 Sports Pavillion
 Westinghouse Way
 Bowerhill
 Wiltshire
 SN12 6TL

Quotation No	1289
Quotation Date	07/02/2022
Order No	
Account Ref	MEL002

This is not a V.A.T Invoice

Qty Ordered	Product Code	Description	Unit Price	Net Amount
1.00	DCF-E2310-MAR003	DCF-E2310 Lifeline View Semi Auto & Carry Case c/w 2 sets Pads & 4 year battery - Needs Power OR	995.00	995.00
1.00	ZOLLAED3-ZOL001	Zoll AED 3 Semi Auto Defib c/w 5 year adult/paed pads and 5 year battery No Power required	1,400.00	1,400.00
1.00	ZOLL-THERMAL-BAG00	Zoll Thermal Bag Black If no power	55.00	55.00
1.00	SENTRY-WEL001	Sentry Stainless Steel Cabinet Locked	695.00	695.00
1.00	SIGNS-SET-DEFIB	Set of Signs 1 x Triangle + 3 x A4 Flat	35.00	35.00
1.00	CABINET-EXTRAS	Rescue Safety Kit including High Viz, Torch & Sign	15.00	15.00
1.00	901/900068-TEC001	901/900068 S/S Defibrillator Post	210.00	210.00
1.00	INCLUDED	Webnos Governance System	0.00	0.00
1.00	INCLUDED2	Post Rescue Counselling	0.00	0.00
1.00	ANNUAL-SUPPORT-ZO	Annual Support Cost Zoll AED3 Year ? (min 5 years) Optional	165.00	165.00

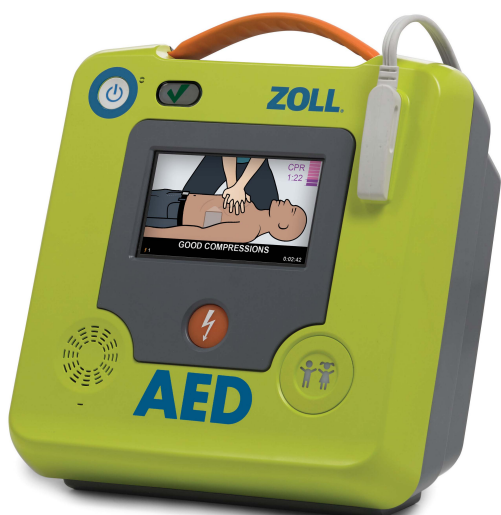
Please note prices are subject to VAT at 20%

Carriage £ 40.00



ZOLL AED 3

Professional Technology for Everyone



ZOLL

Introducing a new defibrillation platform from ZOLL that builds on their reputation for providing rescuers with unmatched support plus a low total cost of ownership:

Real-time CPR Feedback

Like all of ZOLL's professional defibrillators, the AED 3 is equipped with Real CPR Help technology to help lay rescuers perform high-quality CPR. The sensor in the pads lets the AED see your chest compressions so it can guide you to the proper rate and depth with prompts and an on-screen bar gauge.

Real CPR Help instils confidence by guiding rescuers' compressions to the right rate and depth

Sooner Is Better

At 8 seconds with a fresh battery, the AED 3 is among the fastest at delivering a shock after chest compressions stop. Research shows that minimising time to shock after the CPR cycle ends may improve survival. The 2015 ERC Guidelines notes, "The delay between stopping chest compressions and delivery of the shock (the pre-shock pause) must be kept to an absolute minimum; [any] delay will reduce the chances of the shock being successful."

Easy to Use

Clear, colourful graphic images combine with audio prompts to step you easily and precisely through the rescue.

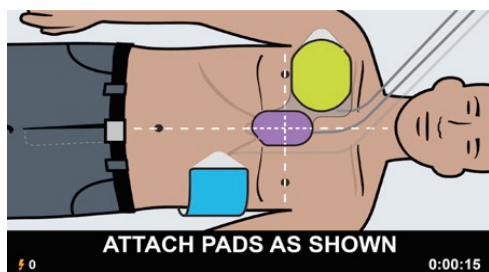
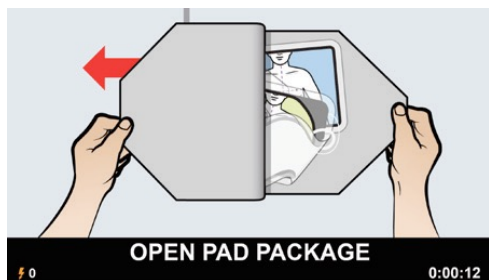
Every AED comes supplied with a Rescue Accessory Pack that is attached to Universal CPR Uni-padz™, and contains non-latex gloves, barrier mask, razor, towlette, and scissors for easy removal of clothing.

Leading Technology. Reasonable Cost.

Once installed, the AED 3 costs significantly less than almost any other AED to maintain. Because the CPR Uni-padz can defibrillate both children and adults and because the CPR Uni-padz and the battery both last five years this means fewer replacements and lower costs.

No other AED's paediatric pads last 5 years. No other AED lets rescuers rescue a child at the push of a button, and replace pads and battery only once in the first 10 years of service.

AED warranty: 8 years



The 'People-Heart' logo, DefibShield logo, cPAD logo, VETS logo and CHT logo are trademarks of the Community HeartBeat Trust

Registered charity number 1132824





- **Defibrillator Models:** Semiautomatic and Fully Automatic
- **Energy Selection:** Factory preprogrammed selection (Adult: 120 J, 150 J, 200 J; Child: 50 J, 75 J, 85 J)
- **Charge Time:** Less than 10 seconds with new battery
- **Pre-shock Pause:** 8 seconds with new battery
- **Self-test:** Configurable automatic self-test every day or every 7 days. Default: every 7 days. Monthly full-energy test (200 J).
- *Automatic Self-test Checks:* Battery capacity, status and expiration; electrode connection and expiration; ECG and charge/ discharge circuits; microprocessor hardware and software; CPR circuitry and pads sensor; audio circuitry
- **Compression Depth :**1.9 cm to 10.2 cm; 0.75 in to 4 in (adult patients only)
- **Display Format:** High-resolution LCD with capacitive touch panel
- **Display Screen Size:** 5.39 cm x 9.5 cm; 2.12 in x 3.74 in
- **Data Recording and Storage:** User-configurable for 1 or 2 clinical events for total of 120 minutes. Includes ECG, impedance measurements, device prompts and CPR data.
- **Data Recovery:** Controlled by touchscreen, uploaded to USB memory stick, or ZOLL Case Review™ over a Wi-Fi network
- **Device: Size:** (H x W x D) 12.7 cm x 23.6 cm x 24.7 cm; 5.0 in x 9.3 in x 9.7 in
- *Weight:* 2.5 kg; 5.5 lbs
- **Battery:** Standby Life (once installed): 5 years with weekly
- *Type:* Disposable, sealed lithium manganese dioxide
- **Electrodes:** ZOLL CPR Uni-padz™ Shelf Life: 5 years Combined Adult & Paediatric
- Attached Rescue Accessory Pack Contents: Non-latex gloves, a CPR barrier mask, razor, paper towel, and towelette.
- **Particle and Water Ingress:** IP55
- **Drop Test:** 1 metre; 3.28 feet



Marianne Rossi

From: Robert Shea-Simonds
Sent: 24 January 2022 17:03
To: Lorraine McRandle
Cc: Teresa Strange; Marianne Rossi
Subject: Fw: BowerhillNotice board pics

Hi Lorraine,

Recent pics FYI 😊

I'm sorry to bang on about it yet again, but the Pilot notice board is really getting beyond a joke....

- It's now almost out of sight.
- It is not large enough to contain usual requisite number of notices.
- The plastic backing board needs replacing: This was on Terry's list of jobs, some time ago.
- We did get permission to reposition it on the outer edge of the pub front seating area, facing Tesco, but Asset Management said no!
- I really think it should be moved.
- The Pilot /Tesco area is still first choice...but maybe the Village Hall offers an alternative?

Can you get this matter back into committee agenda status?

Thanks....see you later.

Regards

Robert

Robert Shea-Simonds

Councillor

Melksham Without Parish Council

Bowerhill Ward

18 Barnes Wallis Close

Tel 01225 703961

www.melkshamwithout.co.uk

Melksham Without Parish Council

MELKSHAM WITHOUT PARISH COUNCIL
COUNCIL MEETING DATES 2021/22

Please Note: All Council Meeting dates are subject to change. We will notify you in advance if any changes are made. Please check our website for the most up to date information. All items for consideration must be submitted to the Clerk at least 14 days before the meeting. Items for consideration must be submitted to the Clerk at least 14 days before the meeting. Items for consideration must be submitted to the Clerk at least 14 days before the meeting.

FULL COUNCIL MONDAY 13TH SEPTEMBER 2021

FINANCIAL COMMITTEE MONDAY 20TH SEPTEMBER 2021

STAFFING COMMITTEE MONDAY 27TH SEPTEMBER 2021

TROOPING PARTY MONDAY 27TH SEPTEMBER 2021

PLANNING COMMITTEE MONDAY 11TH OCTOBER 2021

ROADS & HIGHWAYS COMMITTEE MONDAY 18TH OCTOBER 2021

FULL COUNCIL MONDAY 25TH OCTOBER 2021

PLANNING COMMITTEE MONDAY 1ST NOVEMBER 2021

FULL COUNCIL MONDAY 8TH NOVEMBER 2021

PLANNING COMMITTEE MONDAY 15TH NOVEMBER 2021

FULL COUNCIL MONDAY 22ND NOVEMBER 2021

PLANNING COMMITTEE MONDAY 29TH NOVEMBER 2021

FULL COUNCIL MONDAY 6TH DECEMBER 2021

PLANNING COMMITTEE MONDAY 13TH DECEMBER 2021

FINANCE COMMITTEE MONDAY 20TH DECEMBER 2021

PLANNING COMMITTEE MONDAY 27TH DECEMBER 2021

ROADS & HIGHWAYS COMMITTEE MONDAY 3RD JANUARY 2022

FULL COUNCIL MONDAY 10TH JANUARY 2022

PLANNING COMMITTEE MONDAY 17TH JANUARY 2022

FULL COUNCIL MONDAY 24TH JANUARY 2022

PLANNING COMMITTEE MONDAY 31ST JANUARY 2022

FULL COUNCIL MONDAY 7TH FEBRUARY 2022

PLANNING COMMITTEE MONDAY 14TH FEBRUARY 2022

FULL COUNCIL MONDAY 21ST FEBRUARY 2022

PLANNING COMMITTEE MONDAY 28TH FEBRUARY 2022


FULL COUNCIL MONDAY 6TH MARCH 2022

PLANNING COMMITTEE MONDAY 13TH MARCH 2022

FULL COUNCIL MONDAY 20TH MARCH 2022

PLANNING COMMITTEE MONDAY 27TH MARCH 2022

FULL COUNCIL MONDAY 3RD APRIL 2022



MELKSHAM WITHOUT PARISH COUNCIL
Clerk: Mrs. Teresa Strong
County Pavilion, Westborough Way
Bourneville, Melksham, Wiltshire, SN12 2TJ.
Tel: 01225 705700
Email: clerk@melkshamwithout.co.uk
www.melkshamwithout.co.uk

COUNCIL MEMBER LIST JULY 2021

BERRYFIELD WARD

BRUCE LLOYD - 2, Purvis Cottage, Melksham, SN12 8GS 0778713081

RICHARD BOOC - 465 Sarnpton Road, Melksham, SN12 8SU 01225 705880

BOWERHILL WARD

ALAN BONES - 10, Woodway Road, Melksham, SN12 7RD 01225 704919

JOHN GUYTON CLAY - 15, Redgrave Close, Bourneville, Melksham, SN12 8DN 01225 703736

WAZI YAKUB - 1, Bourneville Court, Bourneville, Melksham, SN12 8TF 01225 391444

DAVID PATERSON - 25, Balmora Close, Bourneville, Melksham, SN12 8BE 01225 704879

ROBERT DE SILVA - 18, Sarnpton Road, Bourneville, Melksham, SN12 8SU 01225 705880

JACI RUSSELL - 13, Sarnpton Park, Bourneville, SN12 8JF 0774710810

SEANACRE SHAW, WHITLEY & BLACKMORE WARD

TERESA STRONG - 1, Elm Grove, Whitley, Melksham, SN12 8JL 01225 705880

STEPHEN PATRICKS - 1, Elm Grove, Whitley, Melksham, SN12 8JL 01225 705880

DAVID GOSWAMI - 27, Lower Whitley, SN12 8JL 01225 705880

Saving local communities around Melksham

AGENDA

1. Minutes of the previous meeting

2. Declaration of Interest

3. Planning Committee

4. Finance Committee

5. Roads & Highways Committee

6. Full Council

7. Public Notice

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STAY SAFE ONLINE ADVICE




The Stay Safe Online team of police trained and certified volunteers provide FREE online advice to anyone over 16, in any of the 24 languages of the UK.

- Internet safety advice
- Cyber and digital wellbeing
- Reporting on-line abuse and cyberstalking
- Email phishing advice to protect your personal details
- Advice on how to protect your personal details

Open by appointment
Call: 01225 259997
Email: staysafe@wiltshire.police.uk
www.wiltshirepolice.uk

HOME SECURITY SERVICE



The FREE Home Security Service is available to anyone over 60, or over 18 with a registered disability, living in Wiltshire and Gloucestershire.

- Home security assessment
- Advice on how to protect your home
- Advice on how to protect your personal details
- Advice on how to protect your personal details

To make an appointment
Call: 01225 266897
Email: home@wiltshirepolice.uk
www.wiltshirepolice.uk



Sunday Lunch

12:30 - 15:30

- Topside of Beef £11.95
- Roast Loir of Pork £10.95
- ½ Roast Chicken £10.95
- Cashew & Carrot Wellington £10.95
- Kids Roast £6.95

Desserts Available

BOOKING ESSENTIAL

THE PILOT
FOSTERS
THE PILOT

- MONDAY - BINGO - 7:30pm
- WEDNESDAY - POKER - 8:00pm
- THURSDAY - QUIZ - 8:30pm
- FRIDAY - HAPPY HOUR - 4-6pm
- SATURDAY - LIVE MUSIC - 9:00pm
- SUNDAY - OPEN THE BOX - 4:00pm
- 3 Sunday Lunch 12:30-15:30pm

The Clerk reported that the noticeboard supplier was currently producing a new noticeboard and is taking up the delivery aspect with the delivery company.

d) To consider request for replacement, larger noticeboard at The Pilot, Bowerhill

The Clerk reported that the council had previously considered this request. The Clerk explained that Councillor Shea Simonds had requested for the noticeboard at the Pilot pub to be replaced with a larger one which had previously not been approved by the council.

The Clerk explained that the council had recently replaced the perspex in the noticeboard but advised members that it was a much smaller noticeboard than some of the others. She explained that the council had made sure that the bushes had been cut back so that people can view the notices.

Members acknowledged that there wasn't really another place for it to go and it was highlighted that installing a free-standing noticeboard would be much more expensive. It was felt by members that they will not purchase a new one until the existing noticeboard needs replacing.

Recommendation: The council do not replace the noticeboard at the Pilot Pub for a larger one and revisit once the noticeboard is at the end of its life.

e) To note deployment of defibrillator

The Clerk reported to members that the defibrillator at the Pilot Pub had been deployed.

70/21

Office Equipment: To note photocopier contractor has now changed to Agilico and ongoing issues with copier

The Clerk explained that the photocopier contractors had now changed their name from Condor Office to Agilico.

The Clerk explained that officers had been having problems with the photocopier and the engineer had been out on several occasions to try and fix the problem. She explained that the engineer had advised that the photocopier was an older model and was coming to the end of its life, however had only been purchased at the end of 2017, just before officers had moved into the pavilion office.

Members were advised that the photocopier was still under contract so would continue to be repaired and monitored. Councillor Holt queried how long the contract with Agilico was for. The Clerk advised that she would need to look into it.

Bins replaced under Clerks delegated powers since the last Asset meeting

As per the Full Council meeting on 14th December 2020 the Clerk was given delegated powers to replace damaged or missing Wiltshire Council bins as long as Wiltshire Council continue to empty them. It was agreed that the Clerk would report back any bins that had been replaced under her delegated powers at the next Asset Management meeting. Below is the list of bins that have been replaced in this financial year:

Littleworth Lane, Whitley to replace small one with bigger bin

On Semington Road outside of the police station, replacement of damaged bin (bin was hit off the post by a bus)

Holbrook Vale, Berryfield missing bin was replaced with a new one

There has been a request to replace a missing bin outside of burnt cottages in Beanacre, the Caretaker is currently investigating whether our normal MWPC bins will fit in the location.

A bin was burnt out at the Hornchurch Road public open space, so this will be replaced in due course.