

RUDDINGTON PARISH COUNCIL

**Draft Minutes of the Amenities Committee meeting**

Held at St Peter's Rooms on Tuesday 3<sup>rd</sup> December 2013 at 7.30 p.m.

**Membership**

|   |                   |               |
|---|-------------------|---------------|
|   | D J Hall          | Chairman      |
|   | M Walsh           | Vice-Chairman |
|   | Miss S A Chambers |               |
| A | G Ellison         |               |
|   | M S McGowan       |               |
|   | P F McGowan       |               |
| A | Mrs M Robinson    |               |
|   | Mrs B M Venes     |               |
| A | W A Wood          |               |

Persons absent are marked 'A'

Persons representing the Parish Council on other business are marked 'O'

Also in Attendance

|                         |                      |
|-------------------------|----------------------|
| Councillor              | Mrs A Auckland       |
| Councillor              | Mrs B Breakwell      |
| Councillor              | Miss H Opie          |
| Councillor              | Mrs M Pell           |
| G D Long                | Clerk to the Council |
| C Churches              | Senior Groundsman    |
| S Evans                 | Groundsman           |
| 4 members of the public |                      |

Apologies for Absence

Apologies for absence were received from Councillors G Ellison, Mrs M Robinson and W A Wood, and the reasons accepted.

Declaration of Member's Interests

Councillor Mrs B. M. Venes declared an interest in any item relating to the allotments and Vicarage Lane Cemetery. Councillor M. Walsh declared an interest in any item relating to the allotments.

Minutes

The minutes of the meeting held on 8<sup>th</sup> October 2013, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

Action

PCO =  
Parish  
Council  
Office

PCG =  
Parish  
Council  
Ground  
staff

#### A. 13/13/1043 Action Update

An update on actions resulting from recommendations had previously been circulated.

Members noted this information.

#### A. 13/1044 Motion for Adjournment

**Resolved that:** The Committee adjourns to allow the members of the public present to make statements on agenda items

Nikki Herbison reported on behalf of the St. Mary's Play Area Project. The Group had obtained 4 park designs and costs. They are looking to shortlist 2, hold an AGM in February and have a public vote to decide the design to be used. They had asked all the firms submitting designs to make sure the ongoing maintenance costs were kept low and this had been done.

Mr David Hollingsworth asked about the changes to the allotments tenancy and if they were legal. The Clerk replied that he had checked this before submitting the proposal.

Councillor Mrs H Opie asked why the limit had been changed from 1 mile to 2. The Clerk responded that this was felt to be a reasonable distance for people to travel back to an allotment for the remainder of the tenancy.

### **Committee in Session**

#### A. 13/1045 Development

##### New Applications

**Resolved that:** The observations contained in Planning Schedule 710 are adopted.

#### A. 13/1046 St. Mary's Play Area

Members considered the 4 options and costings that the St. Mary's Group had obtained. The Clerk thanked the St. Mary's Play Area Group for asking all those invited to put forward a proposal to keep ongoing maintenance costs to a minimum and pointed out that the information received from the proposers indicated that they had taken this on board.

The Chairman asked Chris Churches, Senior Groundsman to comment on the maintenance implications of each of the proposals. The Eibe proposal had the highest level of ground maintenance.

Of the remaining 3 proposals SMP-HAGS is significantly the most expensive.

Members agreed that the most appropriate proposals came from Proludic and Wickstead.

Members also agreed that the siting of the equipment in some of the options could be improved, especially in terms of ongoing maintenance of the area.

PCO

**Resolved that:**

PCO

1. The options proposed by Proludic, and Wickstead should be pursued, and
2. The St. Mary's Group should be requested to liaise with the Parish Council regarding the exact positioning of the equipment.

A. 13/1047 Budget 2014/15

Copies of the probable Out-Turn 2013/2014, proposed Amenities Budget 2014/2015, proposed Scale of Charges 2014/2015 and proposed Scale of Charges for the Allotments 2015/2016, had previously been circulated to members.

Probable Out-Turn 2013/2014

The Clerk explained that wherever possible, allowances had been made for future known expenditure. The Committee noted the comments and agreed the probable Out-Turn as presented.

Annual Budget 2014/2015

The proposed annual budget for Amenities Committee was discussed and the Clerk explained that the proposed budget assumed Ruddington Parish Council will not get any Transition Grant of (adjusted for inflation) approx. £23,000 in 2014/15. The confirmation (or otherwise) of this is expected in December/January. This equates to 7.2% of predicted gross income for 2013/14.

The budget this year had been prepared on the assumptions previously agreed i.e. a 3% increase in costs and income where a more precise estimate is not possible. The draft budget assumes a 3% increase in Council Tax. The Band D increase is currently calculated assuming no change in the Council Tax base. Information regarding the Council Tax base for 2014/15 is expected in December/January.

The Clerk concluded that overall this is a very tough year financially and the proposed overall revenue budget still has expenditure exceeding income by £5,096. Options to address this will be considered initially by Finance and Policy Committee.

Members agreed the proposed annual budget for Amenities Committee.

### Proposed Scale of Charges

Members considered and agreed the proposed Scale of Charges for 2014/2015 for the use of facilities, and the proposed Scale of Charges for 2015/2016 in respect of the Allotments.

#### **Resolved that:**

1. That the probable Out-Turn 2013/2014, a copy of which is appended to these minutes, is approved.
2. That the annual budget 2014/2015 for Amenities Committee, a copy of which is appended to these minutes, is approved and forwarded to the Finance & Policy Committee for inclusion in the Parish Council's overall budget document.
3. That the proposed Scale of Charges 2014/2015, a copy of which is appended to these minutes, is approved and forwarded to the Finance & Policy Committee for inclusion in the Parish Council's overall budget document.
4. That the proposed Scale of Charges 2015/2016 in respect of the Allotments, a copy of which is appended to these minutes, is approved and forwarded to the Finance & Policy Committee for inclusion in the Parish Council's overall budget document.

#### A. 13/1048 Reduced Rates for Payment in Advance

Information regarding a request for reduced rates for payment in advance for a 'block booking' had previously been circulated.

Members discussed the proposal and agreed it was not the right time to be considering this.

**Resolved that:** This request should not be taken forward at this time.

PCO

#### A. 13/1049 Allotment Tenancy Agreement

A proposal to amend the Allotments Tenancy Agreement to better reflect the practice when a tenant moves out of the Parish Council area had previously been circulated. This was agreed with a minor change of wording.

**Resolved that:** The Allotments Tenancy Agreement should be amended:

AFTER

'(p) To notify the Council of any change of address within one month of such change'.

ADD

'If the tenant moves outside of the Parish Council boundary the tenancy will not be renewed. Should the new address be more than two miles from the village boundary the Council may terminate the tenancy.'

PCO

A. 13/1050 Reports on Amenities Matters

There were no Amenities matters reported

The meeting closed at 9.02 p.m.

Chairman

Committee Chairman

**Proposed Closure of Youth Club and Centre**

After the meeting Councillor M Walsh updated members on the visit to the Youth Centre to meet Youth Club members regarding the proposed closure of the Centre. He had drafted a flyer to encourage Club members and their parents to take part in the consultation. It was agreed that this should be distributed to Club members.

Councillor Mrs B Breakwell made the point that there were other users of the Centre and that any action taken to object, and any objection, should include them as well.

The Clerk referred to a planned discussion at Environment and Community Committee on 17<sup>th</sup> December 2013 with Youth Club members and undertook to get the other users (Sure Start, Baptist Church and Table Tennis) invited to the meeting.