

BLANDFORD FORUM TOWN COUNCIL
Minutes of the Recreation & Amenities Committee
held on Monday 18th June 2018 at 7.00pm

PRESENT

Cllr L Lindsay – Committee Chairman
Cllr R Carter – Chairman of Council
Cllr S Hitchings

Cllr H White – Committee Vice Chairman
Cllr N Lacey-Clarke – Vice Chairman of Council
Cllr H Galpin

IN ATTENDANCE

Town Clerk

Assistant Town Clerk

1. PUBLIC SESSION

There were no members of the public in attendance.

2. APOLOGIES

Cllr C Stevens

Cllr John Stayt

3. TO RECEIVE ANY DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

None had been submitted.

4. MINUTES OF THE MEETING HELD ON 22ND JANUARY 2018

It was PROPOSED by Cllr Carter, SECONDED by Cllr Lacey-Clarke and AGREED unanimously that the Minutes be APPROVED and SIGNED.

5. TOWN CLERK'S REPORT & CORRESPONDENCE

- 5.1 Covered Spectator Area at Park Road Recreation Ground – Officers have been supporting the Football Club with amendments to the planning application for the clubhouse, which included the reinstatement of the covered spectator area. In the approved plans the stand was attached to the clubhouse and the amendment is for it to be positioned 10ft away and to be reduced in size. The stand is part of the criteria for remaining in their league and the club is seeking funding for the supply and installation of it.
- 5.2 Parking at Park Road Recreation Ground – Officers have been informed by the clubs that use Park Road Recreation Ground that the Forum Centre and the hospital are telling their staff to call the police should they be challenged by council staff/sports clubs about parking all day in the recreation ground car park. This was discussed at agenda setting, along with other options and will be brought back to a future meeting.
- 5.3 Items for Hire – For information, the Yuletide Festival has been loaned items free of charge for their event, following the committee resolution in February 2018.
- 5.4 Steam Fair Tickets – For the third year running, the organisers of The Great Dorset Steam Fair have kindly given Blandford Forum Town Council 100 free tickets which will be distributed in pairs by way of a ballot system to Blandford Forum residents.
2 for 1 Vouchers – In addition, the Steam Fair is providing 2 for 1 vouchers which will be available from the Town Clerk's Office week commencing 25th June 2018, on a first-come-first-served basis. Please note the cut-off date for the 2 for 1 vouchers is 1st July 2018.

5. TOWN CLERK'S REPORT & CORRESPONDENCE(CONT.)

- 5.5 Skate Park – Work will be carried out at the Skate Park in the next few weeks, which was highlighted in the safety inspection recently carried out. This will involve welding and adding extra supports and the replacement of several ramp coverings. This will be done using the surfacing sheets that the Town Council has in its possession after buying the remaining ones available 8 years ago. This will be the last of the sheets that we have and therefore a different type of surfacing will have to be used in future. During the inspection it was highlighted that the majority of the original ramps are now approaching the end of their useful lifespan and therefore will need to be replaced in order of priority over the next couple of years. A quote for doing all the replacements is approximately £80,000. The Town Council currently has £65,000 accrued for this purpose, so the Operations Manager is asking for the equipment to be replaced in order of priority based on the safety of the equipment. We are currently awaiting the prioritised list of equipment replacement from our contractor, when we have received this a report and recommendation will be taken to Town Council.
- 5.6 Councillor Attendance at DAHW Events – The Attendance Register has two lists in it for Councillors to state availability for the chapel opening and Community Expo.
- 5.7 Work Experience – Bethan Amey has returned to work in the office for two weeks to help with a variety of administrative tasks. Bethan was a pupil at The Blandford School and is currently studying Film & Theatre at Reading University.
- 5.8 Fitness Trail – The Town Council's Facebook page received a message regarding a sign for the fitness trail in Blandford St Mary that had been vandalised and it has now been arranged that the Town Council will reinstall it at a charge of £40 + VAT.

Cllr Lacey-Clarke commented that he hopes they keep the stand. Could we help out as we have helped the Cricket Club with Officer time. The Chairman confirmed that this will be discussed at the September meeting.

Cllr Carter asked where the Town Council stands legally with the car park at Park Road. The Chairman confirmed that this will be discussed at the September meeting.

Cllr White is disappointed that the sport club cannot stay in the league they are in because they don't have a covered spectator area.

6. REVIEW OF RECREATION & AMENITIES BUDGETS TO 30TH MAY 2018

- 6.1 Analytical Review of Revenue Budget
The paper was noted (see Appendix A).
- 6.2 Review of Earmarked Reserves
The paper was noted (see Appendix B).
- 6.3 Reserve Accounts
The paper was noted (see Appendix C).

The Chairman thanked the Responsible Financial Officer for the detailed reports.

7. REVIEW AND APPROVAL OF ALLOTMENT AGREEMENTS AND RENTS

The paper was noted (see Appendix D).

It was PROPOSED by Cllr Carter, SECONDED by Cllr Lacey-Clarke and AGREED unanimously that

7. **REVIEW AND APPROVAL OF ALLOTMENT AGREEMENTS AND RENTS (CONT.)**

The Committee approves:

- **The Allotment Management Committee Rent for 2018/19 increases to £433.12 + VAT.**

It was PROPOSED by Cllr Carter, SECONDED by Cllr Lacey-Clarke and AGREED unanimously that

- **The rent for Lamperd's Field allotment plots is agreed to be frozen for 2019/20.**

It was PROPOSED by Cllr S Hitchings, SECONDED by Cllr White and AGREED unanimously that

- **The rent for Elizabeth Road allotment plots for 2018/19 is agreed at 20p per square metre.**
- **The changes to the agreements with the Management Committee and Lamperd's Field plot holders and the letter to Elizabeth Road/Philip Road plot holders are approved.**

ACTION: TOWN CLERK

8. **TO CONSIDER EXPENDITURE APPROVAL FOR ESSENTIAL PLASTERING AND DECORATING WORKS TO THE FOOTBALL PAVILION**

The paper was noted (see Appendix E).

Cllr Carter thanked the Operations Manager for his hard work.

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr White and AGREED unanimously that

The Committee approves expenditure of £3,997.00 + VAT in total, for the plastering and painting of the football pavilion changing rooms using Company B for the painting and Company A for the plastering, using funds from budget line 1011, subject to the Responsible Financial Officers approval. (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

ACTION: TOWN CLERK

9. **TO CONSIDER THE PROPOSED PLANS FOR WOODHOUSE GARDENS PAVILION PRIOR TO PLANNING PERMISSION BEING SOUGHT**

The paper was noted (see Appendix F).

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr Hitchings and AGREED unanimously that

The Committee approves the plans in principal and has requested further information on the costings if it was brick faced instead of wood cladding and agreed to resolve this by e-mail to prevent any delay with the planning application.

ACTION: TOWN CLERK

10. **TO CONSIDER THE INTRODUCTION OF AN ADDITIONAL TAP AT THE CEMETERY**

The paper was noted (see Appendix G).

Cllr Carter thanked the Operations Manager for his hard work.

It was PROPOSED by Cllr Lindsay, SECONDED by Cllr Lacey-Clarke and AGREED unanimously that

The Committee decided that the two taps with clear signage are sufficient.

ACTION: TOWN CLERK

11. **REPORT BY OPERATIONS MANAGER FEBRUARY 2018 – JUNE 2018**

The paper was noted (see Appendix H).

Cllr Lindsay thanked the Operations Manager for his comprehensive report.

Cllr Lacey-Clarke enquired if all crimes are logged with the Police. The Town Clerk confirmed that the Police are told about all issues, but the Town Council don't log everything officially, only if it is required for insurance purposes.

The meeting closed at 7:29pm.

SIGNED: DATED: