

BLANDFORD FORUM TOWN COUNCIL
Minutes of the Recreation & Amenities Committee
held on Monday 19th June 2023 at 8:19pm in the Corn Exchange



PRESENT

Cllr L Lindsay – Committee Chairman	Cllr L Hitchings
Cllr H Mieville – Chairman of Council	Cllr S Hitchings
Cllr N Lacey-Clarke – Vice Chairman of Council	Cllr H White
Cllr R Carter	

SITTING IN

Cllr A Cross

IN ATTENDANCE

Town Clerk

Committee Clerk

It was agreed that Cllr Mieville would be acting Vice Chairman in Cllr Stevens' absence.

1. PUBLIC SESSION

None

2. APOLOGIES

Cllr Stevens – Committee Vice Chairman

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

None were submitted, although Cllr Lacey-Clarke noted that he is a paying member of the rugby club and won't be taking part in the vote.

4. MINUTES OF THE MEETING HELD ON 23rd January 2023

It was PROPOSED by Cllr Lacey Clarke, SECONDED by Cllr Carter and AGREED (6 in favour, 1 abstention) that the Minutes be APPROVED and SIGNED.

5. TOWN CLERK'S REPORT & CORRESPONDENCE

- 5.1 Skate Park – The Town Clerk informed Councillors of a problem with one of the ramps, which has split and the grounds staff carried out an emergency repair on Friday followed by a visit from the contractor on Sunday. The unit was earmarked for a possible upgrade – introducing bars across the unit that offer more support – and if it doesn't work then we would have to upgrade the entire unit.

Due to the health and safety issue and added urgency due to the forthcoming Skatefest in August it was PROPOSED by Cllr Lacey-Clarke, SECONDED by Cllr Carter and AGREED unanimously that Standing Orders are suspended and

The Committee authorises the Town Clerk to instruct the contractor to proceed with the necessary works (Expenditure Authority: General Power of Competence, Localism Act 2011, S1-8).

ACTION: TOWN CLERK

Standing Orders were reinstated.

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

- 5.2 Elizabeth/Philip Road Allotments – The Town Clerk advised the Committee that a contravention notice has been served by Wessex Water to the Allotment Society, as the bill payer to Elizabeth/Philip Road allotments. The Town Clerk advised that she has contacted a contractor and will attend a site meeting with the Grounds & Property Supervisor and queried how much financial assistance the Committee could offer to the allotments. Cllr S Hitchings pointed out that we do not know how much this will cost and we don't have a budget for the works and Cllr L Hitchings therefore suggested the possibility of a grant application once the costs are known.

Due to the urgency of the matter, it was PROPOSED by Cllr Carter, SECONDED by Cllr Mieville and AGREED unanimously that Standing Orders are suspended and

The Allotment Society is invited to apply for a grant to cover the costs of carrying out the required works.

ACTION: TOWN CLERK

Standing Orders were reinstated.

6. REVIEW OF RECREATION & AMENITIES BUDGETS TO 31ST MAY 2023

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 Committee Chairman thanked the RFO for the reports.

7. REVIEW AND APPROVAL OF ALLOTMENT AGREEMENTS AND RENTS

The paper was noted (see Appendix D).

It was PROPOSED by Cllr Lacey Clarke, SECONDED by Cllr L Hitchings and AGREED unanimously that the Committee approve the following:

- **The Allotment Management Committee Rent for 2023/24 increases to £485.21 + VAT.**
- **The rent for Lamperd's Field allotment for 2024/25 increases to £40.30 for a full 250sqm plot.**
- **The rent for Elizabeth Road allotment plots for 2023/24 is agreed at 25p per square metre.**
- **Amendments are made to the agreements for Lamperd's Field regarding composting bins.**
- **Amendments are made to the agreement between BFTC and the AMC (provided by the Town Council's solicitors) with delegated authority to the Town Clerk to approve any amendments subject to consent from the Chair or Vice Chair of the R&A Committee and the AMC.**

ACTION: TOWN CLERK

8. TO CONSIDER THE VAT ISSUE ON SPORTS FACILITIES

The paper was noted (see Appendix E).

It was PROPOSED by Cllr L Hitchings, SECONDED by Cllr White, and AGREED (6 in favour and 1 non-vote) that the Committee agrees to:

- **Stop charging VAT with immediate effect and reissue the agreements/invoices from 1st April 2023 excluding VAT.**
- **Submits a claim to HMRC for a refund of the VAT paid, as detailed by the RFO in the report.**
- **Authorises the payment of these amounts back to the respective sports clubs.**

ACTION: TOWN CLERK

9. REPORT BY OPERATIONS MANAGER FEBRUARY 2023 – JUNE 2023

The paper was noted (see Appendix F) and the Committee Chairman thanked the Operations Manager for his report.

The meeting closed at 8:47pm

SIGNED: **DATED:**