

**BLANDFORD FORUM TOWN COUNCIL**  
**Minutes of the Recreation & Amenities Committee**  
**held on Monday 8<sup>th</sup> November 2021 at 7.00pm in the Corn Exchange**



**PRESENT**

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

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

**IN ATTENDANCE**

Town Clerk  
Nicci Brown – Press (via Microsoft Teams)

Operations Manager

**12. PUBLIC SESSION**

Cllr White expressed his gratitude to the staff for the organisation of the rededication service held on Sunday 7<sup>th</sup> November 2021 and, as Chair of the Commemoration Group, Cllr Carter added his thanks to the staff who took on the event after initial discussions were held by him, Terry Clarkson of the RBL and Bob Brannigan.

**13. APOLOGIES**

Cllr C Jacques

**14. TO RECEIVE ANY DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

None were submitted.

**15. MINUTES OF THE MEETING HELD ON 20<sup>TH</sup> SEPTEMBER 2021**

It was PROPOSED by Cllr White, SECONDED by Cllr Carter and AGREED (5 in favour, 1 abstention, 1 non-vote) that the Minutes be APPROVED and SIGNED.

**16. TOWN CLERK'S REPORT & CORRESPONDENCE**

The paper was noted (see Appendix A).

16.1 Yoga at Woodhouse Gardens – In September a regular hirer was unable to get into the Woodhouse Gardens pavilion for her evening session. She did ring the Caretaker number a couple of times at 6.20pm but it was not answered. At 7pm the Caretaker called the number and apologised that the mobile had been left on charge and explained that the hall had been left open ready for them, but it seems the previous hirer may have locked it when they left. The hirer went home at 7pm and lost that night's takings and hall hire. This was discussed between the Bookings Receptionist and the Town Clerk and it was agreed that the hirer could have one month's free hire in lieu of the evening session being paid for, but not able to be used, and a further three free hires in lieu of her loss of takings.

16.2 Surfacing at Park Road – The surfacing at Park Road Play Area is becoming unsafe. The Operations Manager obtained a quote from a contractor, which totals £1,443.00+VAT and there is a balance of £9,265.21 in Park Road Accruals. This would usually be taken to R&A for approval but due to the urgent nature of the works, approval was sought from the Committee Chairman prior to placing the order.

**17. REVIEW OF RECREATION AND AMENITIES BUDGETS TO 30<sup>TH</sup> SEPTEMBER 2021**

**17.1 Analytical Review of Revenue Budget**

The paper was tabled (see Appendix B).

**17.2 Review of Earmarked Reserves**

The paper was noted (see Appendix C).

**17.3 Reserve Accounts**

The paper was noted (see Appendix D).

**18. TO CONSIDER A REQUEST FROM THE FOOTBALL CLUB FOR A CONTRIBUTION TOWARDS A CCTV SYSTEM**

The paper was noted (see Appendix E).

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

**The Committee resolves to contribute towards the CCTV system at the Football Club, offering 50% of the costs totalling £900 subject to BUFC complying with regulations regarding the management of such a system and the Town Council and Police having access should it be required.**

**The Committee was of the opinion that the most relevant budget was the CCTV budget line 1340, and therefore asks that the Town & General Purposes Committee approves this at their meeting on Monday 15<sup>th</sup> November 2021 (Expenditure Authority: Localism Act 2011 s1-8).**

**ACTION: TOWN CLERK**

**19. REPORT BY OPERATIONS MANAGER SEPTEMBER 2021 – NOVEMBER 2021**

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

**20. CONSIDERATION OF THE PROPOSED BUDGET FOR THE FINANCIAL YEAR 2022/2023 AND RECOMMENDATION TO FINANCE & STAFFING COMMITTEE MEETING**

The paper was noted (see Appendix G).

**20.1 Revenue Budget**

The revenue budget will be taken to the Finance & Staffing Committee meeting in December as there has not yet been an opportunity to set the budgets.

**20.2 Earmarked Reserves**

It was noted that the Allotments line is not correct, as it is not in debit, and the following items need to be reallocated to the agreed budget line.

CE Project measured survey	£7,851
Consultancy fee for CE Mech	£2,500

The balance of £500 from Contingency was not moved at the end of the last financial year 2020/21 and needs to be checked for 2019/20 and this requires actioning.

**ACTION: TOWN CLERK**

20.2 Earmarked Reserves (cont)

It was PROPOSED by Cllr Lacey-Clarke, but it did not move to be seconded, that the PPM budget line is not added to and the Contingency budget line is removed.

It was PROPOSED by Cllr White, SECONDED by Cllr Carter and AGREED (4 in favour, 2 abstentions and 1 against) that the Committee makes a **RECOMMENDATION to the Finance & Staffing Committee to**

**Include a budget for the Cemetery Wall at £1,000 and sets the Earmarked Reserves at £16,500 for the 2022/23 financial year.**

**ACTION: FINANCE & STAFFING COMMITTEE**

20.3 Reserve Accounts

There are no proposals for the Capital Reserve Accounts.

The meeting closed at 8:07 pm.

**SIGNED: .....** **DATED: .....**