

WIMBORNE MINSTER TOWN COUNCIL

MINUTES of a meeting of the **RECREATION & LEISURE COMMITTEE** held on **TUESDAY 11 OCTOBER 2016 at 6.30 pm** in the Committee Room, Town Hall, Wimborne Minster.

COMMITTEE MEMBERS PRESENT

Cllr L G Harvey (Chairman)
Cllr Mrs S A Bell (Vice-Chairman)
Cllr R P Nunn
Cllr Mrs A E Roberts
Cllr Mrs S A Cook - Ex-Officio - Chairman of the Council
Cllr T F Wheeler – Ex-Officio – Vice-Chairman of the Council

COMMITTEE MEMBERS NOT PRESENT

Cllr S K Bartlett
Cllr J Burden
Cllr Mrs P A Hymers
Cllr Mrs D J March

ALSO PRESENT

Cllr Ms C L Butter

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RECREATION GROUNDS INSPECTION REPORT

The Town Clerk submitted a report, a copy of which was circulated to each Member at the meeting and a copy of which appears as **Appendix A** to these Minutes.

Cllr Mrs Roberts asked whether consideration could be given to replacing the cedar tree which had had to be removed from the area in front of the pavilion due to storm damage. The Chairman reminded the Committee that it was waiting for information from Cllr Mrs March regarding the sun clock before a decision could be made as to a replacement tree. He would remind Cllr Mrs March.

Cllr Mrs Roberts also raised the issue of sections of the privet hedge along Victoria Road which appeared to be dead and whether they could be removed. The Chairman would inspect the hedge and report back to the Committee.

Although the pétanque pitch was programmed for refurbishment, Cllr Mrs Roberts was disappointed that this had not taken place earlier in the year.

99 **LEIGH PARK ADVENTURE PLAYGROUND**

The Town Clerk submitted a report, a copy of which had been circulated to each Member and a copy of which appears as **Appendix B** to these Minutes in the Minute Book.

The Committee was asked to consider a quotation for refurbishing the playground from Wood Themes of Verwood in the sum of £2,505.

RECOMMENDED to Council that the quotation be accepted and the cost be met from the General Fund.

100 **SPORTS FACILITY CHARGES 2017/2018**

The Town Clerk submitted a schedule of current charges, a copy of which had been circulated to each Member and a copy of which appears as **Appendix C** to these Minutes in the Minute Book.

The Committee was asked whether it wished to make any changes for next year.

RESOLVED that the charge for use of changing rooms be increased from £7.50 to £10 per match, otherwise the remainder of the Sports Facility Charges for 2017/2018 remain the same as for 2016/2017.

101 **DRAFT BUDGET 2017/2018**

The Town Clerk submitted a draft budget, a copy of which had been circulated to each Member and a copy of which appears as **Appendix D** to these Minutes in the Minute Book.

RESOLVED that the draft budget, as submitted, be approved for consideration by Council with the addition of two funds both containing £1,000 (one for Leigh Park and one for Redcotts Recreation Ground) to help meet the future cost of repairing the Town Council's play areas.

102 **SOUTH & SOUTH EAST IN BLOOM PARK AWARD 2016**

The Town clerk submitted for information the judges' report in respect of the South & South East in Bloom Park Award 2016 awarded to Redcotts Recreation Ground, a copy of which had been circulated to each Member and a copy of which appears as **Appendix E** to these Minutes in the Minute Book.

Redcotts Recreation Ground had been awarded a Silver Gilt Award which the Committee was pleased to note.

Cllr Nunn referred to the judges' comments on the attempted wild flower areas which had not proved successful but experiments would be carried out with the help of the District Council to improve the wild flower beds next year.

Cllr Mrs Roberts asked whether any progress had been made in replacing one or possibly two grass tennis courts with an alternative use. Although the judges thought they were a unique feature they were expensive to maintain and she did not believe they were well used.

The Town Clerk responded that it was hoped proposals would be drawn up in the next few months.

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DOG WARDEN PATROL REPORTS

The Town Clerk submitted for information the Dog Warden Patrol Reports for August and September 2016, copies of which had been circulated to each Member and copies of which appear as **Appendix F** to these Minutes in the Minute Book.

The meeting closed at 6.59 pm

SignedDate.....
Town Mayor and Chairman of the Council

WIMBORNE MINSTER TOWN COUNCIL

To: Recreation & Leisure Committee

Date: 11 October 2016

CHAIRMAN'S REPORT

RECREATION GROUNDS INSPECTION REPORT

REDCOTTS RECREATION GROUND

Grass cutting and strimming continues.

Two sections of hedge are still to be cut.

Redcotts Lane footpath will be sprayed and strimmed.

The surface of the pétanque pitch will be improved once the leaves have fallen.

Top dressing of the bowling green and tennis courts is being undertaken.

One of the lime trees near the grass court gate has died and will be removed and replaced as soon as possible.

Some of the shrubs planted in the border on the north-east wall of the pavilion have been damaged (probably by footballs being kicked against the wall) and will be replaced.

LEIGH PARK PLAYING FIELD

Grass cutting and strimming still a weekly job.

The remaining section of tall privet hedge on the western side will be cut next week.

The vandalised fence sections around the toddlers' play area are to be replaced/ repaired in the next few weeks.

Weed killing around the car park has been carried out.

Quotations are being obtained for the bi-annual pollarding of the lime trees.

Date: 11 OCTOBER 2016

Reference: LH/SF/Item 3 - Leigh Park Adventure Playground

Author: Town Clerk

1.0 Introduction and Background

1.1 The adventure playground at Leigh Park was constructed in 2010. The cost was met by the County Council as compensation for the lost former hard tennis courts and basketball court on which the Community Centre was built.

1.2 It was a fairly cheap facility comprising bespoke items of equipment and cost in the region of £15,000. Some of the equipment was constructed mainly using wood.

1.3 A recent inspection of the play equipment in the adventure playground has revealed a number of rotting and/or split timbers in the wooden equipment and the surrounding fencing.

1.4 The Community and Open Spaces Manager for the Christchurch and East Dorset Partnership, who has considerable experience with similar wooden structures at Moors Valley Country Park was asked for assistance in suggesting a firm who would be prepared to carry out the necessary repairs. He suggested Woodthemes of Verwood. He was not aware of any others.

1.5 The firm has been to inspect the equipment and a quotation for repairs has been received in the sum of £2,505 excluding VAT. A detailed schedule of works is shown on the reverse of this report.

2.0 Action required

2.1 The Committee is requested to authorise the works to be carried out and to ask Council to meet the cost from the General Fund.

4/10/16

QUOTATION

- | | |
|--|----------|
| 1) Tyre Swing Frame:-
Metal frame is broken – To dig down and cut off metal frame below ground/play surface level | £ 280.00 |
| 2) Swing Frame:-
To make a visual check on the top bearings (not dismantling) | £ 80.00 |
| 3) Climbing Wall:-
Stable frame | |
| 4) Parallel Bars:-
Some protruding metal needs grinding down
Monitor for rot | |
| 5) Rope Swing:-
Frame stable/intact | |
| 6) Adjoining Slope to 5):-
Half round slats rotting – To take out old and replace with new slats | £ 450.00 |
| 7) Pull Up Bars:-
Structure is stable but may need monitoring for rot
– protruding metal needs grinding | £ 50.00 |
| 8) Inclined Balance Log:-
Rotten – To take out and replace with similar structure | £ 695.00 |
| 9) "A" Frame:-
Slope has rotten slats – To take out old slats and replace with new | £ 390.00 |
| 10) Boundary Fence:-
Some rotten/broken uprights – To replace by concreting in new ones | £ 560.00 |

Total Excluding V.A.T £2,505.00

Some items quoted on an inclusive basis not as a stand alone cost
New equipment is installed to EN1176 Standard. Where repairs are done we cannot guarantee the existing apparatus
Our Public/Products Liability cover is £10m

WIMBORNE MINSTER TOWN COUNCIL

To: Recreation & Leisure Committee

On: 11 October 2016

TOWN CLERK'S REPORT**SPORTS FACILITY CHARGES 2017/2018**

Members are asked to consider any changes for 2017/2018. Charges were last increased by £1 for 2015/16. The current UK rate of inflation is 0.6%.

	Current 2016/2017 £	2017/18 £
Football – Per Game		
Adults	45.00 inc VAT	
Under 18s	26.00 inc VAT	
Casual Bookings	45.00 inc VAT	
Training - Adult	25.00 inc VAT	
- Under 18s	16.00 inc VAT	
Changing Rooms	7.50 inc VAT	
Tennis – Per Hour (Grass & Hard)		
Adults, over 16 years	6.00 inc VAT	
Under 16 years and families with children under 16 years	3.00 inc VAT	

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		Expenditure					
Account	Ref Name	2015/16		2016/17		2017/18	
		Budget	Actual	Balance YTD	Budget	Proposed Budget	
		£	£	£	£	£	
6502	ASSETS - Recreation Asset Rep	5,000.00	5,000.00	165.00	5,000.00	5,000.00	
	SUB TOTAL of GROUP	5,000.00	5,000.00	165.00	5,000.00	5,000.00	
6655	GEN REC - Lighting	1,200.00	1,158.28	57.87	1,200.00	1,200.00	
6656	GEN REC - Training	430.00	544.00	97.00	150.00	450.00	Incl 3x first aid courses
6657	GEN REC - Lodge C. Tax	1,150.00	1,088.35	786.27	1,150.00	1,200.00	
6658	GEN REC - Misc Inc X. Tree	3,500.00	3,136.53	590.20	3,500.00	3,500.00	
6659	GEN REC - Salaries	49,600.00	49,587.57	29,094.21	50,000.00	59,000.00	Changes to establishment, pension autoenrolment
6660	GEN REC - Repair/ Renewal	3,000.00	2,963.96	2,582.19	3,500.00	3,500.00	
6661	GEN REC - Consumables	3,600.00	3,350.18	1,525.44	4,000.00	4,000.00	
6663	GEN REC - Planting Fund	150.00	150.00	162.00	200.00	200.00	
6665	GEN REC - Car Park/F. Path Fund	500.00	500.00	0.00	500.00	500.00	
6666	GEN REC - Wimborne In Bloom	500.00	237.00	0.00	200.00	200.00	
6667	GEN REC - Travel	200.00	119.70	401.31	200.00	200.00	
6668	GEN REC - Contract Work	3,000.00	3,000.00	120.00	3,000.00	3,000.00	
6669	GEN REC - G'Mens Tools	200.00	104.87	105.03	250.00	250.00	
6670	GEN REC - G'Mens PPE	200.00	264.87	234.62	250.00	300.00	
6671	GEN REC - Mega Van - Batteries Fund			0.00	500.00	500.00	
6672	GEN REC - Mega Van Servicing			0.00	250.00	250.00	
6673	GEN REC - Jubilee Garden	200.00	200.00	152.50	200.00	200.00	
6674	GEN REC - Dog Waste Disposal	350.00	270.00	185.00	350.00	400.00	
6676	GEN REC - General Waste Disposal	1,500.00	1,542.50	649.00	1,500.00	1,500.00	
6677	GEN REC - Dog Control Cont	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	
6678	GEN REC - STRI Membership	475.00	515.00	0.00	500.00	550.00	
	SUB TOTAL of GROUP	70,780.00	70,232.81	38,242.64	72,400.00	82,500.00	

		WIMBORNE MINSTER TOWN COUNCIL RECREATION & LEISURE COMMITTEE				Page 2
		Expenditure				
Account	Ref Name	2015/16	2016/17	2017/18		
		Budget £	Actual £	Balance YTD £	Budget £	Proposed Budget £
6816	R/COTTIS - Toilets Airfreshener Contract	189.00	189.00	0.00	189.00	208.00
6817	R/COTTIS - Pavilion Boilers Service Contract	580.00	629.16	0.00	580.00	300.00 New supplier
6818	R/COTTIS - Water/Sewerage	1,200.00	784.53	231.50	1,000.00	800.00
6870	R/COTTIS - Football	100.00	99.00	94.48	100.00	100.00
6871	R/COTTIS - Bowling	1,300.00	1,247.57	176.68	1,300.00	1,500.00
6874	R/COTTIS - Grass Tennis	100.00	95.00	0.00	100.00	100.00
6882	R/COTTIS - Pavilion Services	2,000.00	2,373.65	1975.73	2,500.00	2,800.00
6893	R/COTTIS - Cleaner / Maintenance	2,300.00	2,895.20	607.50	2,300.00	2,535.00
6894	R/COTTIS - Pavilion Legionella Testing					1,215.00 Previously incl in Pavilion Services since May 2016
6897	R/COTTIS - Play Area Redevelopment Loan	7,910.00	7,909.72	3954.86	7,910.00	7,910.00
	SUB TOTAL of GROUP	14,910.00	15,404.67	7,040.75	15,210.00	16,960.00
	TOTAL EXPENDITURE	90,690.00	90,637.48	45,448.39	92,610.00	104,460.00

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Funds under the Committee's control					
Balances correct as at 30 September 2016					
Account	Ref Name				
2810	Planting 6663 & 6673	£	1,055.37		
2815	Recreation Asset Replacement 6502		11,283.72		
2824	Car Park/Footpaths 6665		419.14		
2828	WBC Cap/Renewal 3072		2,638.00		
2814	Mega Van Batteries			New for 2016/17	

WIMBORNE MINSTER TOWN COUNCIL RECREATION & LEISURE COMMITTEE										Page 4					
										Income					
										2015/16		2016/17		2017/18	
Account	Ref Name	Budget £	Actual £	Balance YTD £	Budget £	Budget £	Proposed Budget £								
3057	GEN REC - Lodge Rent	4,400.00	4,388.00	2,184.00	4,400.00	4,400.00	4,400.00								
3058	GEN REC - Misc Income	0.00	1,550.25	0.00	0.00	0.00	50.00								
3059	GEN REC - School Maint Contract	1,600.00	1,599.96	799.98	1,600.00	1,600.00	1,600.00								
	SUB TOTAL of GROUP	6,000.00	7,518.21	2,983.98	6,000.00	6,000.00	6,050.00								
3070	R/COTTIS - Football	1,500.00	958.34	150.00	1,500.00	1,500.00	1,500.00								
3071	R/COTTIS - Bowling	7,880.00	7,880.00	7,880.00	7,880.00	7,880.00	7,927.00	0.6% increase (current CPI 0.60%)							
3072	R/COTTIS - WBC Cap/Renewal	505.00	505.00	505.00	505.00	505.00	508.00	0.6% increase (current CPI 0.60%)							
3073	R/COTTIS - WBC Store Rent	200.00	200.00	200.00	200.00	200.00	200.00								
3076	R/COTTIS - Changing Rooms	300.00	177.92	25.00	300.00	300.00	250.00								
3077	R/COTTIS - Services Tennis	1,300.00	1,359.78	878.37	1,300.00	1,300.00	1,500.00								
	SUB TOTAL of GROUP	11,685.00	11,081.04	9,638.37	11,685.00	11,685.00	11,885.00								
3081	L/PARK - Rugby Club Rent	4,750.00	4,750.00	0.00	4,750.00	4,750.00	4,750.00	to be invoiced Oct							
3083	L/PARK - Rugby Pavilion Insurance	310.00	319.04	0.00	350.00	350.00	350.00	to be invoiced Nov							
3084	L/PARK - Rugby Waste Disposal	720.00	745.64	375.00	720.00	720.00	780.00								
	SUB TOTAL of GROUP	5,780.00	5,814.68	375.00	5,820.00	5,820.00	5,880.00								
	TOTAL INCOME	23,465.00	24,413.93	12,997.35	23,505.00	23,505.00	23,815.00								



South & South East in Bloom Small Park/Park/Large Park of the Year Award 2016

Wimborne in Bloom - Redcotts Recreation Ground

Appendix E

SECTION A – Making Way for People	Max Points	Actual Points
Access for people including people with disabilities	15	10
Signage and visitor information	15	10
SECTION B– Design	Max Points	Actual Points
Appearance and practicality of layout	20	16
SECTION C– Welfare of Park Users	Max Points	Actual Points
Staff/voluntary presence *	10	7
Control of dog fouling	10	6
SECTION D– Facilities (Appropriate provision, accessibility and appearance of facilities)	Max Points	Actual Points
Maintenance of facilities *	25	19
SECTION E – Maintenance (Quality of horticultural and sports turf maintenance)	Max Points	Actual Points
Trees, shrubs, herbaceous, seasonal planting, ponds & lakes and sports areas	25	18
SECTION F –Maintenance of hard landscape features	Max Points	Actual Points
Paths, benches, bins, play areas and artificial surfaces	10	7
Control of litter, graffiti & vandalism	10	7
SECTION G– Environmental sustainability (Management of natural resources)	Max Points	Actual Points
Planting schemes which are achieving sustainability, reducing the use of scarce resources such as water and peat *	20	14
SECTION H–Conservation	Max Points	Actual Points
Management of natural features, wildlife and flora *	20	15

SECTION I – Community Involvement (Community involvement in park development)	Max Points	Actual Points
Promotion of park as a community resource	20	14

Maximum Points Available	200
Total Points Awarded	143
Award Nomination	Silver-Gilt

Assessors General Comments & Award Justification

The recreation ground provides a valuable resource for both residents and the local school next door. In general facilities were in a good condition with no graffiti etc. New hedge planting around the sports pavilion is a welcome addition and the softening of the landscape by means of a different grass cutting specification around the perimeter of the ground has had a great effect in both appearance and biodiversity value. It is disappointing the planned upgrading of the petang court has not taken place, the unique feature of grass tennis courts could have a better impact with improved maintenance- the grass being cut under the court nets and the fence line. The authority may wish to visit the need for red dog waste bins; with the change in legislation it could offer some economies of scale in terms of budget spend?

Results		
Level	Description	Points
	Certificate	0 - 77
	Bronze	78 - 108
	Silver	109 - 138
	Silver-Gilt	139 - 169
	Gold	170 - 200

Dog Warden Patrol Report

Month: **AUGUST 2016**

Parish: **WIMBORNE**

Total Hours: **8**

Date	Time Started	Time Finished	Comments
2/8/2016	12.15	13.15	Patrolled Leigh park, 1 MOP seen and she picked up .Plenty of litter observed outside the rugby club.
5/8/2016	10.30	11.30	Patrolled Redcotts, 12 MOP seen, of which 8 were seen to pick up.3 DFD observed on the field.
9/8/2016	12.45	13.45	Patrolled Leigh park 2 MOP seen.
12/8/2016	10.00	11.00	Patrolled Redcotts, 8 MOP seen, of which 6 were seen to pick up, 2 DFD observed.
16/8/2016	15.00	16.00	Patrolled leigh Park ,2 MOP seen of which one was seen to pick up.
19/8/2016	11.00	12.00	Patrolled Redcotts, 7 MOP seen of which 4 were seen to pick up, no DFD observed.
22/9/2016	15.00	16.00	Patrolled Leigh Park, 3 MOP seen of which 1 was seen to pick up.
30/8/2016	15.30	16.30	Patrolled the Rec, 4 MOP seen and all were seen to pick up, 1 DFD observed

Dog Warden Patrol Report

Month: SEPTEMBER

Parish: WIMBORNE

Total Hours: 11

Date	Time Started	Time Finished	Comments
1/9/2016	15.00	16.00	Patrolled leigh Park, 1 MOP seen and they picked up.
2/9/2016	12.45	13.45	Patrolled Redcotts, 6 MOP seen, 4 were seen to pick up, 1 DFD observed.
5/9/2016	15.00	16.00	Patrolled Leigh Park, 4 MOP seen, of which 2 were seen to pick up and use the bins.
6/9/2016	10.30	11.30	Patrolled the Redcotts, 7 MOP seen, of which 5 were seen to pick up, no DFD observed.
9/9/2016	10.00	11.00	Patrolled Leigh park two dog walkers seen, one seen to pick up.
13/9/2016	13.30	14.30	Patrolled Redcotts, 4 MOP seen of which 3 were seen to pick up.
15/9/2016	11.00	12.00	Patrolled Leigh Park, no Dog Walkers seen.
20/9/2016	12.30	13.30	Patrolled Redcotts, 6 Mop seen of which 2 were seen to pick up, no DFD observed.
22/9/2016	10.00	11.00	Patrolled Leigh Park, 2 MOP see and both picked up.
23/9/2016	14.30	15.30	Patrolled Leigh Park, 3 MOP seen, of which 1 was seen to pick up, no DFD observed. Patrolled the exercise /play area next to dream boats .Observed that one of the NO DOGS ALLOWED SIGNS on one of the gates to the enclosed area had been pulled down. I put it back up again. The other sign on the second gate had been totally removed and thrown away. The local residents believe two youths from the area may be responsible, they were suggesting that CCTV be put in place as a deterrent for such antisocial behaviour.
29/9/2016	12.45	13.45	Patrolled the enclosed exercise area next to Dream Boats .Observed 6 Dog Walkers at the time, 4 were on lead two off lead and all were seen to pick up, excellent effort or maybe because I was there and a marked up DOG WARDEN VAN ?