

Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT

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www.ringwood.gov.uk

RECREATION, LEISURE & OPEN SPACES COMMITTEE

Dear Member

26th April 2018

A meeting of the above Committee will be held in the Forest Suite at Ringwood Gateway on **Wednesday 2nd May 2018** at 7.00pm* or at the conclusion of the public participation session and your attendance is requested.

Mr C Wilkins
Town Clerk

PUBLIC PARTICIPATION:

*If required, the meeting will be preceded by a public participation period of up to 10 minutes at 7.00pm. Members of the public are also entitled to speak, during the meeting, on agenda items.

RECORDING (AUDIO AND/OR VIDEO) OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting the public are allowed to record the Committee and officers from the front of the public seating area only, providing it does not disrupt the meeting. Any items in the Exempt Part of an agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until that member of the public has finished speaking. The use of social media is permitted, but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

MOBILE PHONES

Members and the public are reminded that the use of mobile phones (other than on silent) is prohibited at Town Council and Committee meetings.

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

3. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meeting held on 4th April 2018

4. THE PLACE

To receive a report from The Manager of The Place (*Report A*)

5. EVENTS MANAGEMENT

To receive report on upcoming events

6. PROCUREMENT OF PLAY EQUIPMENT

To appoint a panel of Councillors to evaluate tenders

7. PROJECTS

To receive an update in respect of projects (*Report B*)

If you would like further information on any of the agenda items, please contact Chris Wilkins, Town Clerk on (01425) 484720 or email chris.wilkins@ringwood.gov.uk.

Committee Members

Cllr Andrew Briers (Chairman)
Cllr Angela Wiseman (Vice Chairman)
Cllr Darren Loose
Cllr Anne Murphy
Cllr Gloria O'Reilly
Cllr Tony Ring
VACANCY
Cllr Tim Ward

Ex Officio Members

Cllr Tim Ward
Cllr Philip Day

Student Advisors

Jade Eaton
Charlotte Hardy
Isaac Skirton

Copied by e-mail to other Members for information

Easter Holiday Café at Carvers- Report

It was agreed to open the Café at Carvers during the Easter holidays with the following objectives:

- ¿ To talk to users and potential users of Carvers about our future plans for the centre and the facilities
- ¿ To provide a service during what would be a busy time in the park
- ¿ To test operating models

We opened 8 weekdays over the holiday period for 4 hours per day. The weather was not kind to us at all! 3 of those days were so bad that only a handful of people (mostly dog walkers) made it out into the park at all during the opening hours.

We provided the following:

- Café- selling teas, coffees, confectionery, ice cream and cakes (bought from Belinda's bakery in Poulner), free water (popular with the skate park users)
- Toys for pre-school children (these were donated to us by Teds Toys in Ringwood, with kind thanks to them)
- Indoor and outdoor games for older children
- Table tennis
- Free use of the toilets

In all, 249 people came into the centre during the opening days. On two days we had no visitors due to the poor weather. During the second week (5 days of opening), 169 people came into the centre- 58 adults, 25 children and 37 teenagers.

We banked just under £200. We are still waiting for final invoices to come in (for the cake for example) but £90 of this was from £48 worth of stock most of which has a shelf life to last the summer at least (if not longer). Stock had been purchased from Booker, cash and carry and New Forest Ice Cream.

How did we promote the Café?

Promotion was always going to be difficult because at the moment the signage around the park is very poor and we weren't going to be able to change that for this opening- we need to wait until we have branding available for the centre. We also have no social media presence. It will take time for us to reach young people themselves through social media and so the main focus was to reach parents who would then pass the information onto their children or bring them to the café depending on their age.

We opened a new Facebook page- Carvers, Ringwood and included at least one post on there per day and we paid a small amount (£4) to boost the post for more people to see it. We increased from 0 'follows' to 59 by the end of the period. Information was shared on Ringwood Town Council's Facebook page, Netmums Ringwood, Ringwood Junior school PTA, Poulner Junior School and other local parenting sites. It was shared with Ringwood School who were able to circulate it to some pupils but not all.

Many attempts were made to provide some temporary signage around the park to alert people to the fact that the café was open. Balloons were tied along the play area and fence

A

and on the building. All of these worked to an extent but sadly were regularly removed by some of the teenagers using the park. On better weather days, having the table tennis outside and other games also helped attract attention. Although it was difficult as there was only once member of staff so leaving the café unattended was not easy, attempts were made to engage with park users. For example, giving away coffee at the end of the day to cold, wet parents watching their children on the skate park meant facebook messages of thanks and custom the following day.

Comments and feedback

Feedback was universally excellent about the building and the facilities. Examples of comments included:

- Clean, modern and fresh
- 'What a fantastic facility'
- I love that the toilets are clean
- It's so great to have somewhere which is buggy friendly- there's no-where else in Ringwood like this
- Lovely to be able to take the children somewhere why they can play and we can chat
- Prices are very reasonable- we have to pay twice that for a cup of coffee at Potterne Park
- The toys are great
- I didn't realise the ping pong was free- that's great
- Great that there is free wi-fi
- It's actually much nicer that I thought it would be (2 Ringwood school pupils who had not been in before due to reputation of the centre)
- I wish we had something like this in our town, you're really lucky (a visitor who was bringing their two children to visit friends in the town)

We also had some useful constructive feedback:

- Signage is poor- we had to guess where the building was
- Have the naughty kids moved on now (frequent dog walker who has observed a good deal of anti-social behaviour at the site)
- 'When are you going to start serving proper food again' (from someone who used to attend the youth club- was referring to pot noodles! But would also find cheesy chips and paninis acceptable)
- It's too expensive (someone who used to attend youth club who had hot chocolates for 20p etc)

Opening the café was also useful for other reasons. We developed good relationships with the PSCO's who visited several times to provide a 'presence' which was much appreciated. A particular thanks to Councillor Wiseman who not only visited several times herself but also sent others to the centre (from Poulner Infant's governing body for example) to chat to me about the centre and the services we would like to provide. It also allowed me to experience running the café first hand which will be very helpful when managing the team.

Anti-social behaviour

A small handful of teenagers did, unfortunately, cause some anti-social behaviour during the Easter holidays. There was only one day where this happened during opening times. We draw the conclusion therefore that the more activity we have taking place at the centre the more that this behaviour will be discouraged.

What happens next?

The fundamental elements of the business plan, presented to members in March, remain unchanged. I am working on a plan of activity for the summer period and recruitment for a café supervisor.

Charmaine Bennett,
Manager, The Place



Item No.	Name	Recent developments	Resource use				Finish in 2018-19?	Notes
			Finance			Staff time		
			Budget	Spent to date	Predicted out-turn			
Projects with budgetary implications (bids included in 2018-19 budget)								
A1	Play equipment replacement	Invitation to tender published on 5 th April. Bid deadline is 18 th May.	£40,000	£0	£40,000	Moderate	Probable	
A2	War Memorial repairs	£1,500 earmarked reserve established. Project Outline approved on 7 th Feb.		£125	Uncertain	Moderate	Probable	Detailed specification being prepared ahead of procurement exercise. 75% grant funding anticipated.
A3	Cemetery improvements	Staff are working up detailed proposals for repairs to walls, paths and other enhancements	£3,000	£0	£3,000	Moderate	Probable	
A4	Mansfield Road verge	None	£1,160	£0	£1,160	Minimal	Probable	
A5	Carvers Rec improvements	Staff are working up proposals for various environmental enhancements	£10,000	£0	£10,000	Significant	Probable	
A6	Front deck mower replacement	Choice of machine and supplier approved	£14,500	£0	£14,500	Minimal	Probable	
Projects with budgetary implications (not included in 2018-19 budget but added since)								
B1	Roller-mower replacement	Referred to P&F by this committee on 4 th April		£0	Uncertain	Minimal	Probable	Estimated cost £4,800. Proposal currently awaits member approval/rejection.
Projects with no budgetary implications								
C1	None							



Item No.	Name	Brief description & notes (define scope and quality requirements)	Resource requirements						Budget Bid Priority (specify number)
			Finance			Time and attention			
			RTC recurring cost	RTC non-recurring cost	Other source	Members	Staff	Others	
Projects with budgetary implications (for possible inclusion as bids in 2019-20 budget)									
	None								
Projects with budgetary implications (for possible inclusion as bids in later budgets)									
B1	Land adjoining Poulner Pits		£0	£?	£?				
B2	Tennis at Carvers Rec	Improvements	£0	£?	£?				
B3	Riverside Walk		£0	£?	£0				
B4	Footpath extension at The Bickerley		£0	£?	£?				
B5	Brockey Sands	Volunteer-led environmental improvement?	£0	£?	£?				
B6	Green Sheds at Carvers	Replace facility	£?	£?	£0				
B7	Land at Folly Farm	Develop leisure use	£?	£?	£?				
B8	War Memorial Gardens	Incorporate path and enhance boundary features	£0	£?	£?				
Projects with no budgetary implications									
	None								