

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

28th November 2019

A meeting of the above Committee will be held in the Forest Suite at Ringwood Gateway on **Wednesday 4th December 2019** at 7.00pm and your attendance is requested.

Mr C Wilkins
Town Clerk

AGENDA

1. PUBLIC PARTICIPATION

There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

4. MINUTES OF THE PREVIOUS MEETING

To approve as a correct record the minutes of the meeting held on 6th November 2019

5. EVENTS MANAGEMENT

To receive a report and consider possible recommendations from Ringwood Events Team

6. POCKET PARK BOARDWALK

To consider the Town Clerk's report regarding the Pocket Park Boardwalk (*Report A*)

7. TREE PLANTING AT POULNER LAKES

To consider a report from Cllr Deboos (*Report B*)

8. COMMITTEE BUDGET 2020/21

To give initial consideration to proposals for inclusion in the Committee's budget for 2020/21 (*Report C*)

9. PROJECTS

To receive an update on projects (*Report D*)

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 Darren Loose (Vice Chairman)
Cllr Philip Day
Cllr Gareth Deboos
Cllr Hilary Edge
Cllr Rae Frederick
Cllr John Haywood
Cllr Peter Kelleher
Cllr Gloria O'Reilly
Cllr Tony Ring
Cllr Glenys Turner

Student Advisors

Alana Morris
Rhys Phillips
Ruth Port

Copied by e-mail to other Members for information

RECREATION, LEISURE & OPEN SPACES COMMITTEE

6th November 2019

Danny Cracknell Pocket Park Boardwalk

1. Introduction and reason for report

- 1.1 The Flood Defence Consent for the work to reinstate the boardwalk is expected to be issued shortly but, in the meanwhile, the cost of the works has increased and decisions are needed on how to proceed and fund the works.

2. Background information and options

- 2.1 It had been apparent for some time that the condition of the timber boardwalk installed in 2012 was deteriorating. So, in late 2018 and early 2019 estimates were obtained to replace it. The bid judged most economically advantageous was for £12,473. In April, the boardwalk had to be removed for safety reasons. At its meeting on 5th June this Committee recommended that the Infrastructure and Open Spaces Fund be drawn upon to enable the work to be completed this financial year.
- 2.2 The cost of the project has increased above the original estimate for several reasons:
- The price of the materials (as charged by the manufacturer to the installer) has increased since the date of the estimate;
 - The preferred choice of decking material is more expensive than that assumed in the original estimate; and
 - The need for a Flood Defence Consent was not appreciated until recently and the application for it has incurred fees totalling £261.
- 2.4 The revised estimate of the total cost of the project is now £15,585. The Infrastructure & Open Spaces Fund began the year with a balance of £9,473 and the budget provides for a transfer into it of £3,000. Proceeding with the work as soon as practicable (i.e. within the current financial year) would therefore require use of all of this money plus a further £3,112. That shortfall would have to be drawn from the general reserve (currently predicted to end the year at £252,051, down £28,904 on the year) unless it is met from another source. The obvious alternative would be the Developer Contributions (CIL) Fund, which currently stands at £20,156 and is specifically intended to fund infrastructure projects for public benefit of precisely this kind.
- 2.5 Alternatively, the work could be delayed until next financial year. Please note, however, that if the work is delayed the cost of the materials is very likely to increase again.

3. Issues for decision and any recommendations

Whether to proceed with the work this financial year at the increased cost indicated and, if so, what recommendation to make to the Policy & Finance Committee about how it should be funded.

For further information, contact:

Christopher Wilkins, Town Clerk
Direct Dial: 01425 484720
Email: chris.wilkins@ringwood.gov.uk

Tree planting at Poulner Lakes

1. Introduction and reason for report

- 1.1 The '20,000 Trees in 2020' project is looking for sites to plant trees to help mitigate against climate change and to enhance biodiversity. The project is one of the actions being taken by Ringwood Actions for the Climate Emergency (RACE), an informal group of local residents which is keen to work with this Council to implement the recent resolution on responding to climate change.
- 1.2 The Woodland Trust has a scheme that provides up to 420 native tree saplings for planting and they would be delivered in March 2020. To have a chance of securing free saplings under the scheme, applications need to be put forward now and must specify the intended planting site.

2. Background information and options

- 2.1 The Poulner Lakes land owned by the Council is a natural habitat consisting of some trees and large areas of scrub land. It covers around 60,000 square metres.
- 2.2 Procurement of 420 native tree saplings would allow a copse to be planted of around 500 square metres. This is equivalent to less than 1% of the available land or about the size of a football pitch. Preference would be given for a tree package appropriate for the ground conditions and that would provide food for birds and animals.
- 2.3 Full schematic plans for the copse would be submitted for approval of this committee when the tree pack is secured.
- 2.4 Planting would be carried out by community volunteers under direction of RACE members (with appropriate experience in the field) and Council groundsmen.
- 2.5 Biennial inspection of the copse would be carried out by a qualified professional paid for by RACE.
- 2.6 It would be hoped that the scheme would be opened by the Town Mayor and appropriately publicised.
- 2.7 Climate change – The scheme will have a positive impact.
- 2.8 Budget – No pecuniary resource is required for the project. A small amount of the Clerk's time will be required to order the tree pack and the groundsmen's time to supervise planting. Costs related to stakes, guards, etc will be underwritten by RACE, if required.

3. Issues for decision and any recommendations

- 3.1 Whether to recommend that a Woodland Trust tree pack of 420 saplings is applied for by the Council.**
- 3.2 Whether to recommend the planting of these trees as a copse at the Poulner Lakes site.**

For further information, contact:

Cllr. Gareth Deboos

07904 195605

gareth.deboos@live.com

RECREATION, LEISURE AND OPEN SPACES COMMITTEE
4th DECEMBER 2019

DRAFT BUDGET 2020/2021

1. INTRODUCTION

1.1 Members are required to consider the budget proposals for 2020/21 for this Committee and to make recommendations to the Policy and Finance Committee.

1.2 To assist Members, the following draft documents are attached:-

Appendix A: Shows the progress made on the new expenditure items approved for inclusion in the 2019/20 budget together with proposals for new expenditure bids for 2020/21. These have been taken from the Project Plan.

Appendix B: Shows the approved original budget 2019/20 of £195,938 (including non-recurring growth of £30,463, mostly funded from reserves), the draft revised budget 2019/20 of £202,657 which reflects the forecast outturn for 2019/20 together with the first draft budget for 2020/21 of £196,471 which excludes any new bids. The revised budget 2019/20 includes residual investment in the playpark at Carvers which was approved during 2018/19, and is funded from reserves.

For comparison, actual net expenditure in 2018/19 was £215,543 before transfers to and from provisions and £166,024 after transfers.

Appendix C: Shows the proposed fees and charges for 2020/21.

2. REVISED BUDGET 2019/20

2.1 The revised budget (column 4 Appendix B) shows a net increase of £1,890 over the original budget (column 3). The main reasons for this are:-

Details	£
1. Reduced allocated staff costs	-1,500
2. Purchase of replacement tools following burglary	5,500
3. Increased Income (non contractual grounds maintenance)	-1,000
4. Reduced Cemeteries Income	4,440
5. Carvers Playpark (funded from Reserves)	3,022
6. Reduced cost of replacement tractor (funded from Reserves)	-6,318
7. Less transfers from reserves (in respect of 5 & 6 above)	3,296
6. Other minor decreases in expenditure	-721
Total	6,719

2.2 Members approved the acquisition of a replacement tractor when the original budget was established in January 2019 at an estimated cost of £25,463 to be funded from reserves. This was subsequently purchased for £19,145 with a corresponding reduction in the transfer from reserves.

2.3 A retention was held against the costs of replacement of play equipment at Carvers which was completed in 2018/19. This retention was released earlier in 2019/20.

2.4 There has been a significant reduction in cemetery receipts in the first half of this year and whilst the position has recovered somewhat in the last two months, it is unlikely that overall income will reach the totals achieved in 2018/19 or 2017/18.

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2.5 A separate report is being tabled on proposals for repairs to the boardwalk in the Pocket Park. Whilst this will have financial implications, it will not impact the revenue budget as all costs are expected to be met from reserves.

2.5 Expenditure and income are otherwise generally on track to meet the original budget estimates, however, the revised budget also includes updated budgets in a few areas where it is apparent that current budgets are unlikely to be spent and there is some evidence that the full budgets are not likely to be required in the current year.

3. FIRST DRAFT BUDGET 2020/21

3.1 The base budget for 2020/21 has been prepared on an incremental basis by rolling forward the 2019/20 original budget and adjusting for non recurring expenditure and known inflationary cost changes. Other than for pay costs and utilities, there will only be general inflationary increases of 2.0% applied where budgets are typically largely spent or overspent. A figure of 2.5% has been applied for pay costs and the latest RPI figure of 2.1% for utilities. Other specific adjustments for inflation have been applied where these are known and unavoidable.

3.2 Pay cost inflation of 2.5% has been applied although this increase is more than offset by a reduction in headcount. There will also be a modest reduction in employers pension contributions following the triennial revaluation of pension liabilities and the elimination of the pension deficit.

3.3 Pages 1 and 2 of Appendix B show the summary budget figures for the Committee, whilst Pages 3-7 show the detailed budgets for each area. The draft budget excludes any new expenditure bids. New bids that are being brought forward for consideration are set out in Appendix A.

3.4 The proposed fees and charges for all the other activities within this Committee are shown in Appendix C. As inflation is currently around 2.1% (October), it is proposed that fees and charges be increased by 2.0%, whilst rationalising and simplifying prices where possible. Note that, because of the large increments necessary to retain a simple pricing structure, it is not desirable to raise all prices every year. The proposed prices are put forward after taking into account the size and timing of earlier price changes.

3.5 The Committee is asked to consider the new bids in Appendix A, the draft budget proposals in Appendix B, and the proposed fees and charges in Appendix C. These will then go forward to the Policy & Finance Committee later in December for consideration as part of the Council's total budget. Members will also have received a copy of a budget "model", by email and are encouraged to model different options and feed any resulting budget suggestions for consideration and possible inclusion in the final budget proposals.

3.6 There will be a further opportunity to review all of the budget proposals and fees and charges for 2020/21 at the next meeting of this Committee in January 2020.

4. NEW BIDS 2020/21

4.1 A new recurring bid for 2020/21, amounting to £2,000, has been proposed. This is for a three year programme for the replacement of old waste bins in the parks and recreation grounds which are in a poor state of repair.

- 4.2** New non recurring bids total £7,000 of which £5,000 is expected to be funded from reserves. The new bids include £2,000 for repairs to the access path to Poulner Lakes and £5,000 (to be funded from reserves) for the replacement of a grounds aerator which has reached end of life.

5. RECOMMENDATIONS

It is recommended that, subject to amendments made at this meeting:

- i) the budgets and proposals in Appendices A and B be approved,
- ii) the proposals in Appendix A be ranked in order of priority,
- iii) the proposed fees and charges for 2020/21 be approved.

For further information please contact:

Rory Fitzgerald	or	Chris Wilkins
Finance Officer		Town Clerk
Tele: 01425 484723		Tele: 01425 484720

RECREATION, LEISURE & OPEN SPACES COMMITTEE**REPORT ON APPROVED BUDGET PROPOSALS FOR 2019/20**

NO.	ITEM	REASON	BUDGET 19/20 £	COMMENTS
1.	Tree Management Plan Survey	There is an identified risk from non maintained trees on Council land. This survey will enable a targeted approach to systematic tree maintenance.	10,000	SLA agreed with NFDC and first site plan received
2.	Grounds Department workshop and storage facilities - feasibility	To investigate options for improving the utility and security of the grounds department workshop and storage facilities.	3,000	Tendering is underway.
3.	Pocket Park Boardwalk refurbishment	To replace rotten timbers and overhaul the boardwalk.(note budget not yet approved for inclusion)	0	Report due, likely to progress in the current year. Estimated cost of £15,750, to be funded from reserves.
4.	Replacement Tractor	Existing vehicle no longer fit for purpose	25,463	Tractor purchased for £19,145, net of trade in of old vehicle.
		TOTAL NET COSTS	38,463	

NEW BUDGET PROPOSALS FOR 2020/21

NO.	ITEM	REASON	19/20 £	20/21 £	21/22 £	Priority
1.	Poulner Lakes Access track	The access track to Poulner Lakes is in a poor state. Options to repair the surface are being explored	2,000	0	0	1
2.	Replacement waste bin programme	To instigate a managed programme of waste bin replacement as many of the current stock are in a poor state of repair.	2,000	2,000	2,000	2
3.	Replacement Aerator	The current machine is becoming costly to maintain. It is used in a variety of grounds maintenance contracts	5,000	0	0	3
		Less funded from machinery replacement reserve	-5,000			
		TOTAL NET COSTS	4,000	2,000	2,000	



1	2	3	4	5
Description	Actual 18/19 £	Budget 19/20 £	Revised Budget 19/20 £	Draft Budget 20/21 £
REVENUE EXPENDITURE				
Recreation & Open Spaces				
--Establishment	11,489	11,255	11,222	12,071
--Maintenance	18,418	28,101	28,100	23,111
--Machinery	27,661	35,137	33,945	9,843
--Employee Costs	138,892	143,208	142,000	145,538
--Planters	0	0	0	0
--Activities	5,604	5,870	5,611	5,988
--Other	853	1,100	1,000	1,118
Sub Total	202,917	224,672	221,878	197,669
Cemetery				
--Establishment	5,596	5,309	5,295	5,416
--Maintenance	7,807	4,604	4,570	4,641
--Employee Costs	34,815	36,110	36,500	36,718
Sub Total	48,218	46,022	46,365	46,776
Allotments				
--Establishment	800	800	1,250	817
--Maintenance	806	1,240	900	1,257
--Employee Costs	9,915	10,034	9,350	10,009
--Other	230	240	230	240
Sub Total	11,751	12,314	11,730	12,323
Total Revenue Expenditure	262,886	283,009	279,973	256,768
CAPITAL EXPENDITURE				
Recreation & Open Spaces	45,371	3,000	6,022	3,000
COMMITTEE EXPENDITURE	308,257	286,009	285,995	259,768
REVENUE INCOME				
Recreation & Open Spaces	-34,422	-34,953	-35,959	-35,652
Cemetery	-53,391	-45,123	-40,682	-46,009
Allotments	-4,901	-5,202	-5,200	-5,306
Total Revenue Income	-92,714	-85,278	-81,841	-86,967
CAPITAL INCOME/FINANCE	0	0	0	0
Total Net Expenditure before transfers to/from Provisions	215,543	200,731	204,154	172,801
ADD TRANSFERS TO PROVISIONS				
Recreation & Open Spaces	16,900	19,900	19,900	19,900
Cemetery	0	4,000	4,000	4,000

C	LESS TRANSFERS FROM PROVISIONS				
	Recreation & Open Spaces	-66,189	-28,463	-25,167	0
	Cemetery	-230	-230	-230	-230
	Add proposed new recurring bids				2,000
	Add proposed new non recurring bids				7,000
	Less transfers from provisions				-5,000
	NET COMMITTEE EXPENDITURE	166,024	195,938	202,657	200,471

RECREATION & OPEN SPACES						
Col. 1	2	3	5	6	7	10
Code CC	Description	Budget Manager	Actual 18/19 £	Budget 19/20 £	Revised Budget 19/20 £	Draft Budget 20/21 £
	Establishment					
3000/1/1	--Electricity	KW	546	1,020	800	1,041
3000/1/2	--Cleaning mats/consumables	KW	15	102	100	104
3000/1/3	--Environmental Agency	KW	446	460	1,050	1,059
3000/1/4	--Health & Safety	KW	774	208	200	212
3000/1/5	--Protective Clothes	KW	940	869	800	886
3000/1/6	--Mobile Phones	KW	634	611	611	623
3000/1/7	--Travel Expense	KW	260	150	100	150
3000/1/8	--Water	KW	2,109	1,561	1,561	1,593
3000/1/9	--Playground Inspections	JH	250	275	250	281
3000/1/10	--Fuel	KW	5,515	6,000	5,750	6,120
	Total Establishment		11,489	11,255	11,222	12,071
	Maintenance					
deleted	--The Bickerley	KW	309	0		0
3000/2/1	--Buildings	KW	5,389	3,035	3,000	35
3000/2/2	--Carvers Pavilion maintenance	KW	449	0	0	0
3000/2/3	--Grounds - Carvers	KW	3,212	2,040	4,000	2,040
3000/2/4	--Maint in Closed Churchyard	KW	1,370	500	500	500
3000/2/5	--Long Lane Mtn	KW	135	1,500	1,000	1,500
3000/2/6	--The Bickerley/Pocket Park	KW	446	0	200	0
3000/2/7	--Poulner Lakes	KW	38	0	0	0
3000/2/8	--War Memorial	KW	125	0	0	0
3000/2/9	--Grounds - Other	KW	3,416	4,080	5,000	4,080
3000/2/10	--Fencing	KW	280	1,040	500	1,040
3000/2/11	--Tree Safety Work	KW	750	11,060	6,500	11,060
3000/2/12	--Tree Safety Consultant	KW	0	2,416	5,000	416
3000/2/13	--Pest Control	KW	770	500	500	510
3000/2/14	--St Furn paint	KW	632	400	400	400
3000/2/15	--Ash Grove Play Area	KW	126	0		0
3000/2/16	--Play Areas	KW	971	1,530	1,500	1,530
	Total Maintenance		18,418	28,101	28,100	23,111
	Machinery					
3000/3/1	--Small Tools Purchase	KW	410	1,000	6,500	1,000
3000/3/2	--Machine Maintenance	KW	9,203	7,140	6,500	7,283
3000/3/3	--Machine Purch	KW	16,357	25,463	19,145	0
3000/3/4	--Hiring Costs	KW	96	208	500	208
3000/3/5	--tipper truck service/maint	KW	1,595	1,326	1,300	1,353
	Total Machinery Costs		27,661	35,137	33,945	9,843
	Employee Costs					
	--Staff Recruitment	CW	0	0	0	0
3002/1	--Staff Training	CW	2,707	2,000	2,000	2,000
3001/1	--Office Staff Allocated Costs	CW	37,430	37,661	35,000	37,402
3001/2	--Groundstaff Allocated Costs	CW	98,755	103,547	105,000	106,135
	Total Employee Costs		138,892	143,208	142,000	145,538
	Planters					
3000/4	--Planters For Floral Displays	KW	0	0	0	0
	Total Planters		0	0	0	0
	Activities Expenses					
3000/5/1	--Cricket	KW		250	200	255
3000/5/2	--Floodlighting	KW		0	0	0
3000/5/3	--Tennis Courts	KW		150	0	153
3000/5/4	--Poulner School Expenses	KW	4	250	300	255
3000/5/5	--Football	KW	2,296	1,561	1,561	1,592

3000/5/6	--Ringwood School Expenses	KW	4	0	0	0
3000/5/7	--Rugby	KW		100	50	102
3000/5/8	--Roundabout Flower Beds	KW	3,300	2,809	2,750	2,865
3000/5/9	--Flower Beds	KW		750	750	765
3000/5/10	--Skate Park Expenses	KW		0	0	0
3000/5/11	--Young Childrens' Entertain	TBD		0	0	0
	Total Activities Expenses		5,604	5,870	5,611	5,988
	Other					
3000/6/1	--Dog Waste Collection	KW	853	900	800	918
3000/6/2	--Dog Waste Bins	KW		200	200	200
	--Travellers	KW		0	0	0
	Total Other		853	1,100	1,000	1,118
	Total Revenue Expenditure		202,917	224,672	221,878	197,669
	Capital Expenditure					
3350/1	--Carvers Recreation Ground Improvements	CW	4,300	0	500	0
3350/2	--Carvers workshop/storage feasibility	CW	41,071	3,000	2,500	3,000
3350/3	--Playground Equipment, Carvers			0	3,022	
	Total Capital Expenditure		45,371	3,000	6,022	3,000
	COMMITTEE EXPENDITURE		248,288	227,672	227,900	200,669
	REVENUE INCOME					
300/1	--Wayleaves	RF	-175	-92	-240	-94
300/2	--The Bickerley	RF		-100	-50	-102
300/3	--Carvers	RF	-1,550	-3,060	-1,000	-3,121
300/4	--Cricket	RF	-1,110	-1,540	-1,540	-1,571
300/5	--Floodlighting	RF		0	0	0
300/6	--Tennis	RF	-89	-100	-100	-102
300/7	--Castleman Trail	RF	-715	-714	-714	-728
300/8	--Poulner Junior School	RF	-11,715	-12,270	-12,270	-12,515
300/9	--Poulner Infant School	RF	-2,418	-1,500	-2,100	-1,530
300/10	--Football	RF	-7,464	-6,885	-6,885	-7,023
300/11	--Ringwood School	RF	-57	0	-360	0
300/12	--Ringwood Junior School	RF	-564	-300	-550	-306
300/13	--Bowling	RF	-1,732	-1,561	-1,350	-1,592
300/14	--Rugby	RF	-440	-2,040	-1,000	-2,081
300/15	--Grounds - Other Income	RF	-4,361	-2,704	-5,200	-2,758
300/16	--Roundabouts Flower Beds	RF	-2,032	-2,088	-2,600	-2,130
	Total Revenue Income		-34,422	-34,953	-35,959	-35,652
	CAPITAL INCOME/FINANCE					
	--Capital Grants	RF		0		0
	Total Capital Income/Finance		0	0		0
	TOTAL COMMITTEE INCOME		-34,422	-34,953	-35,959	-35,652
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		213,866	192,719	191,941	165,017
	Transfer To Provisions					
	--Machinery	RF	10,000	13,000	13,000	13,000
	--Play Equipment	RF	6,900	6,900	6,900	6,900
	Total Transfers To Provisions		16,900	19,900	19,900	19,900
	Transfer From Provisions					
	--Transfer from Provisions (rev)	RF	-20,046	0		0
	--Transfer from Provisions (cap)	RF	-45,371	-28,463	-25,167	0
	--Transfer from Devlprs contrib (rev)	RF	-772	0	0	0
	Total Transfers From Provisions		-66,189	-28,463	-25,167	0
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		164,577	184,156	186,674	184,917

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CEMETERIES						
Col. 1	2	3	5	6	7	10
Code CC	Description	Budget Manager	Actual 18/19 £	Budget 19/20 £	Revised Budget 19/20 £	Draft Budget 20/21 £
	Establishment					
3200/1/1	--Electricity	KW	939	463	475	473
3200/1/2	--Water	KW	325	208	250	212
3200/1/3	--Sewerage Expenses	KW		156	50	159
3200/1/4	--Cleaning materials	KW	167	104	100	106
3200/1/5	--Business Rates	CW	3,936	4,170	4,170	4,253
3200/1/6	--Telephone	KW	229	208	250	212
	Total Establishment		5,596	5,309	5,295	5,416
	Maintenance					
3200/2/1	--Buildings	KW	2,508	520	520	520
3200/2/2	--Chemicals	KW	11	0	0	0
3200/2/3	--Trees & Tree Planting Prog	KW	288	750	500	750
3200/2/4	--Memorial Safety	KW	76	500	500	500
3200/2/5	--Grounds	KW	4,159	1,000	750	1,000
3200/2/6	--War Graves Maintenance	KW		832	800	849
3200/2/7	--Columbarium	KW		0	0	0
3200/2/8	--Refuse Collection	KW	765	1,000	1,500	1,021
	Total Maintenance		7,807	4,604	4,570	4,641
	Employee Costs					
3201/1	--Allocated Office Staff	CW	9,115	9,172	8,500	9,107
3201/2	--Allocated Groundstaff	CW	25,700	26,938	28,000	27,611
	Total Employee Costs		34,815	36,110	36,500	36,718
	TOTAL EXPENDITURE		48,218	46,022	46,365	46,776
	INCOME					
320/1	--Burials	CW	-16,445	-18,000	-17,000	-18,360
320/2	--Purchase of Plots	CW	-24,280	-15,525	-10,000	-15,836
320/3	--Grave Maintenance	CW	-439	-254	-250	-259
320/4	--Legacy	CW	-111	-102	-100	-104
320/5	--Memorials	CW	-11,284	-10,404	-12,500	-10,612
320/6	--War Graves	CW	-832	-838	-832	-838
320/7	--Memorial Benches	CW		0	0	0
	TOTAL INCOME		-53,391	-45,123	-40,682	-46,009
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		-5,173	899	5,683	767
	Transfer To Provisions					
	--Cemetery Provision	RF	0	4,000	4,000	4,000
	Transfer From Provisions					
	--Transfer from Provisions (rev)	RF		0	0	0
	--Transfer from Reserve (Maint)	RF	-230	-230	-230	-230
	Total Transfers From Provisions		-230	-230	-230	-230
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		-5,403	4,669	9,453	4,537

ALLOTMENTS						
Col. 1	2	3	5	6	7	10
Code CC	Description	Budget Manager	Actual 18/19 £	Budget 19/20 £	Revised Budget 19/20 £	Draft Budget 20/21 £
	EXPENDITURE					
	Establishment					
3300/1/1	--Water	KW	800	800	1,250	817
	Total Establishment		800	800	1,250	817
	Maintenance					
3300/2/1	--Allotments Maintenance	KW	266	408	500	408
3300/2/2	--Pest Control	KW	540	832	400	849
	Total Maintenance		806	1,240	900	1,257
	Employee Costs					
3301/1	--Allocated Office Staff	CW	8,600	8,658	7,850	8,598
3301/2	--Allocated Groundstaff	CW	1,315	1,377	1,500	1,411
	Total Employee Costs		9,915	10,034	9,350	10,009
	Other					
3300/3/1	--Competition	MO	230	240	230	240
	Total Other		230	240	230	240
	TOTAL EXPENDITURE		11,751	12,314	11,730	12,323
	INCOME					
330/1	--Allotment Rents	CW	-4,901	-5,202	-5,200	-5,306
	TOTAL INCOME		-4,901	-5,202	-5,200	-5,306
	TOTAL NET EXPENDITURE		6,850	7,112	6,530	7,017

RECREATION, LEISURE AND OPEN SPACES COMMITTEE

FEES AND CHARGES FOR 2019/20 WITH PROPOSALS FOR 2020/21

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ALLOTMENTS

SITE		2019/20 Residents	2019/20 Existing Non Residents	Proposal for 2020/21 Residents	Proposal for 2020/21 Existing Non Residents
Southampton Road	Double Plot	£ 50	£100	£ 55	£ 110
Southampton Road	Single Plot	£ 30	£ 60	£ 30	£ 60
Southampton Road	Mini Plot	£ 20	£ 40	£ 20	£ 40
Hightown Road	Single Plot	£ 30	£60	£ 30	£60
Hightown Road	Mini Plot	£ 20	£40	£ 20	£ 40
Upper Kingston	Double Plot	£ 60	£120	£ 65	£ 130
Upper Kingston	Single Plot	£ 40	£ 80	£ 40	£ 80

For all non-resident applicants, the charge is double that of residents.

SPORTS FACILITIES - CARVERS

2019/20 Cricket	Proposal for 2020/21
Block Booking: £80.00 per match – seniors £40.00 per match – juniors	£ 90 £ 45
Casual Booking (plus VAT): £85 – seniors at w/ends and full weekdays £80 – seniors weekday evenings £55 – juniors at w/ends and full weekdays £50 – juniors weekday evenings	£ 90 £ 85 £ 55 £ 50

LONG LANE

2019/20 Football	Proposal for 2020/21
Block Booking:	
£80 per match - seniors	£ 85
£40 per match - juniors	£ 45
£85 per session – mini (2 pitches)	£ 90
£40 9v9 per match	£ 45
£35 7 v 7 per match	£ 40
£25 5 v 5 per match	£ 30
Casual Booking (plus VAT):	
£80 per match - seniors	£ 85
£40 per match - juniors	£ 45

BICKERLEY

Each overnight stay (plus cost of portable toilet) Deposit chargeable £100/£150/£500	2019/20 £175	Proposal for 2020/21 £180
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CEMETERY

Interment Fees

	2019/20	Proposed 2020/21
Child up to age 7	No charge	No charge
Child aged 7 to 16 years *	No charge	No charge
Person over 16 years *	£280	£290
Burial of Ashes	£140	£145
Scattering of Ashes	£60	£60

- Excludes grave digging

Purchase of Exclusive Rights of Burial for 5 years

	2019/20	Proposed 2020/21
Infant's grave	£200	£200
Earth Grave	£450	£475
Construction of Walled Grave or Vault in Old Section only	Cost to be borne by applicant	Cost to be borne by Applicant

Renewal of Reserving Exclusive Right of Burial for 5 years in Grave Space in Cemetery

	2019/20	Proposed 2020/21
Infant's Grave	£40	£40
Earth Grave	£80	£80

Purchase of Exclusive Right of Burial for 30 years at time of Interment

	2019/20	Proposed 2020/21
Infant's Grave	£200	£200
Earth Grave	£450	£450
Construction of Walled Grave or Vault in Old Section only 8' deep	Cost to be borne by applicant	Cost to be borne by Applicant

Purchase of Exclusive Right of Burial of Ashes for 5 years

	2019/20	Proposed 2020/21
Each single plot has a plot number	£125	£125
Each double plot has two consecutive single plot numbers	£250	£250

Renewal of Reserving Exclusive Right of Burial of Ashes for 5 years

	2019/20	Proposed 2020/21
Single Ashes Plot	£30	£30
Double Ashes Plot	£55	£60

Purchase of Exclusive Right of Burial of Ashes for 30 years at time of Interment

	2019/20	Proposed 2020/21
Each single plot has a plot number	£140	£140
Each double plot has two consecutive single plot numbers	£260	£270

NOTE: Non parishioner fees are quadrupled

APPLICATION FOR A MEMORIAL IN PURCHASED GRAVES ONLY

		2019/20	Proposed 2020/21
Headstone with base Book Memorial Lawn type headstone or other memorial Name plaque on grave	900 x 300 x 900mm 3' x 1' x 3'	Unconsecrated £140	£140
Headstone with base Book Memorial, Lawn type headstone or other memorial, Name Plaque on grave and Charge to meet faculty in Consecrated Ground where subsequent work is required to monuments, payable with memorial fees		Consecrated £400	£400
Vase with name inscribed/Baby headstone		£65	£70
Each inscription after the first		£65	£70
Headstone for new ashes plots Row T and child up to 16 years 1'8" w x 1'9" h x 10" d		£65	£70
Photo plaque on headstone		No charge	No charge
Flat stone (where no room on an existing memorial for added inscription	12" x 18"	£80	£80

Memorials in New Garden of Rest for Purchased Cremation Plots

		2019/20	Proposed 2020/21
Each single plot has a plot number	Memorial size 22" x 11" x 4" <i>sloping to 2"</i> 550 x 275 x 101mm	£80	£80
Each double plot has two consecutive plot numbers	22" x 22" x 4" <i>sloping to 2"</i> 550 x 550 x 101mm	£160	£160

Memorials in Old Garden of Rest (note size differs)

		2019/20	Proposed 2020/21
Single plot size	Memorial size 24" x 12" x 4" <i>sloping to 2"</i>	£80	£80

	2018/19	Proposed 2020/21
Cemetery and Memorial Search Fees	First 15 minutes free of charge, thereafter £50	First 15 minutes free of charge, thereafter £50

	2019/20	Proposed 2020/21
Faculty for Exhumation in Consecrated Ground	£250	£250

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CARVERS CLUBHOUSE, CARVERS RECREATION GROUND

Advance booking two weeks in advance	2019/20	Proposed 2020/21
Main Hall	£15 per hour	£20 per hour
Small Meeting Room / Medical Room	£10 per hour	£15 per Hour
Games Equipment	£5 per session	£ 5 per session
Tables & Chairs	£5 per session	£ 5 per session

Late booking less than 2 weeks in advance

Main Hall	£20 per hour	£ 30 per hour
Small Meeting Room / Medical Room	£15 per hour	£ 20 per hour
Games Equipment	£10 per session	£ 10 per session
Extra Tables/Chairs (up to 20 chairs)	£10 per session	£ 10 per session

N.B. Each room has existing chairs and tables for youth activities. The above prices are where additional tables and chairs are requested.

All prices are subject to VAT

Cancellation

The booking fee is non-refundable if booking is cancelled less than 24 hours prior to the booking.

Block Booking Policy

Block booking may attract a discount on the above rates, subject to agreement with the manager of the Clubhouse.



Item No.	Name	Recent developments	Resource use				Finish in 2019-20?	Notes
			Finance			Staff time		
			Cost & source	Spent to date	Predicted out-turn			
Projects with budgetary implications (bids included in 2019-20 budget)								
A1	Play equipment replacement	Painting and snagging issues have been resolved. The final stage payment has been released.	£44,000 Reserves	£44,000	£44,000	Minimal	Finished	Funded £40K from earmarked reserve with balance from general reserve. This item will not be updated further.
A2	War Memorial repairs	Revised tenders have been received enabling the grant application to be submitted to War Memorials Trust.	£10,000 Grant and budget	£125	Uncertain	Significant	Very unlikely	Carried forward from 2018-19. Pre-application grant form has been approved by WMT. Awarding of the works contract and timing of the works will depend on the outcome of the grant application.
A3	Mansfield Road verge	Donations received from Rotary and Ringwood Society. Hampshire Highways and BT Openreach notified of intended planting.	£585 Donations	£0	£585	Minimal	Probable	Carried forward from 2018-19. The order for the plants is expected to be placed shortly
A4	Carvers Rec improvements	See minutes of November committee meeting.	£10,000 CIL	£4,300	£10,000	Moderate	Probable	Carried forward from 2018-19. Officers will work to implement the decisions taken in November in the New Year
A5	Grounds department workshop & store facilities	Tendering for the feasibility study is in hand.	£3,000 Budget	£0	£3,000	Moderate	Possible (study only)	Feasibility study into consolidating workshop and storage facilities in new secure facility (inc. financial impacts of implementation)
A6	Tree Management Plan - Survey	SLA entered into with NFDC. Updated advice received on progress and impact of Ash die-back. The first site reports now received.	£5,416	£0	£5,416	Minimal	No	An initial three-year programme to create a database to inform a rolling tree safety inspection regime across the Council's estate
A7	Tree Management Plan – Tree works	Tree works confined to urgent cases only pending outcome of survey work.	£8,060	£0	£8,060	Moderate	N/A	Implementation of the new policy on prioritised tree safety work
A8	Christmas Lights –	Officers working with contractor to	£17,000	£0	£17,000	Moderate	Essential	



	Replacement/re-procurement	implement agreed scheme.	Budget					
A9	Pocket Park Boardwalk	See Separate Report	£15,585 Earmarked reserves?	£261	£15,585	Moderate	Probable	
Projects with budgetary implications (not included in 2019-20 budget but added since)								
Projects with no budgetary implications in 2019-20								
C1	Long Lane recreation facilities development feasibility study	Advice from NFDC and Hants FA officers on project development received.				Significant	Probable	The Clerk and representatives of RTFC continue work to devise a sustainable scheme.
C2	Bickerley drainage works	Details of the compensation claim have been received from the Council's agent.				Moderate	Probable	Officers are working to secure the promised management plan and conclude the compensation claim.



Item No.	Name	Brief description & notes (define scope and quality requirements)	Resource requirements				Budget Bid Priority (specify number)
			Finance		Time and attention		
			Estimated costs (recurrent and non-recurrent), possible sources, other implications, etc.		Members	Staff	
Projects with budgetary implications (for possible inclusion as bids in 2020-21 budget)							
A1	Ash Grove Play Area fence	Replace timber fence	Timber: £3,480 Metal bow-top paling £6,000	Minimal	Moderate	None	
Projects with budgetary implications (for possible inclusion as bids in later budgets)							
B1	Tennis at Carvers Rec	Revive existing and/or provide new facilities. May be considered by Working Party as part of wider development review.	Unresearched at this time				
B2	Land adjoining Poulner Pits	Access and environmental improvements. Delayed pending lease negotiations.	Unresearched at this time				
B3	Footpath extension at The Bickerley	Extend path – previously stalled by objection	Unresearched at this time				
B4	Brockey Sands	Environmental improvement – land ownership unknown	Unresearched at this time				
B5	Land at Folly Farm	Develop leisure use	Unresearched at this time				
Projects with no budgetary implications							
	None						

