

Minutes of a meeting of the **Recreational & Cemetery Committee** of **Bingham Town Council** held in **The Old Court House, Church Street, Bingham**, on **Tuesday, 26th January, 2016**, at **7.00 p.m.**

PRESENT:

Councillor J. Stockwood – Chairman
 “ J. Ferguson
 “ Mrs. T. Kerry
 “ Mrs. S. Orr
 “ F. Purdue-Horan

IN ATTENDANCE:

Councillor Mrs. E. Hutchison
 “ Mrs. A. Langford
 “ A. Shelton
 1 Press

3.0 APOLOGIES FOR ABSENCE AND ACCEPTANCE:

Apologies for Absence and Acceptance were received from Councillor A. Harvey.

2.00 DECLARATIONS OF INTEREST:

There were no Declarations of Interest received.

3.00 MINUTES:

The Minutes of the meeting held on the 24th November, 2015, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

4.00 MATTERS ARISING (FOR INFORMATION ONLY):

- Community Payback Scheme

Work has been completed in the cemetery and the Scheme has been thanked for its efforts.

- Friends of Bingham Cemetery

On Folio 8080 there have been no further volunteers and a meeting will be arranged with those people that have volunteered.

- Tree Surgeon

The tree surgeon is progressing the work agreed and prioritising further works according to identified risk whilst working within agreed budget.

Continued...../

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4.00 MATTERS ARISING (FOR INFORMATION ONLY) continued.....

- Cemetery

On Folio 8081, the Clerk is continuing to investigate options for arrangements to limit cemetery spaces to Bingham residents only.

5.00 CLERK'S UPDATE:

Refer to Appendix 'A'.

6.00 MATTERS RELATING TO PLAYING FIELDS, PLAY AREAS AND OPEN SPACES:

01 Butt Field Sports Club – Update re. Drainage Project

Butt Field Sports Club confirmed this is ongoing and quotations are being sourced, along with supporting evidence..

02 B.R.U.F.C. – Annual Inspection Report. (Attached Appendix 'A')

The Committee noted the contents of the report and also expressed concerns over the ladies' toilets; it was agreed that the Clerk would investigate.

The Chairman and Vice-Chairman, Councillor Ferguson, confirmed they would meet with B.R.U.F.C. officials to discuss the lease and then report back to the Committee.

7.00 MATTERS RELATING TO CAPITAL PROGRAMME. (ATTACHED APPENDIX 'C':

The following were considered for future projects:-

Sports Pitch Sites

- Wynill Site - Possible Scout Headquarters
- Butt Field - Path maintenance
 - Pitch works
 - New access
 - 3G pitches
 - More pitches

Continued...../

7.00 **MATTERS RELATING TO CAPITAL PROGRAMME. (ATTACHED APPENDIX 'C')**
continued.....:

Play Areas

- Wychwood Road)
- Wynhill Teen)
- Carnarvon) Renovate
- Wallenfels)
- Cogley Lane – Replacement goal posts
- Outdoor exercise equipment for teens and older people
- Mill Hill Area – Play equipment
- Additional play equipment for older people/teens
- Skate board park

Amenity Areas

- Soundbund adjacent to old A46 – Extend footpath to link up with Linear Walk
- East and west of Tythby Road
- Langtry Gardens – Planting scheme

Linear Park

- Maintain paths and entrance signs

Allotments

- Maintain current site and fences

Town Pavilion

- Toilets, maintenance schedules

Butt Field Sports Pavilion

- Maintenance schedules

Cemetery and Churchyard

- New cemetery required
- Maintain/repair cemetery paths and edging

Continued...../

Bingham Town Council held in The Old Court House, Church Street,
Bingham, on Tuesday, 26th January, 2016, at 7.00 p.m. continued.....

7.00 **MATTERS RELATING TO CAPITAL PROGRAMME. (ATTACHED APPENDIX 'C')**
continued.....:

Contaminated Land

- Car park
- New access

Wildlife Area

Dog Walk Area

8.00 **REQUEST TO MAINTAIN OPEN SPACE - FORMER MOOT HOUSE SITE:**

It was

RECOMMENDED not to agree to maintain the open space on the former Moot House site. Clerk to press Rushcliffe Borough Council to ensure it follows this up.

9.00 **CORRESPONDENCE:**

01 Friends of Linear Park

Receipt of Minutes from the Friends of Linear Park was noted.

02 A request received for use of a park to run fitness classes has been referred to both B.R.U.F.C. and B.F.S.C. was noted.

As there was no further business to discuss, the meeting closed at 8.05 p.m.

CHAIRMAN

Date

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DETAILS	ACTION TO BE TAKEN
Outdoor facilities for all ages	<ul style="list-style-type: none"> - Assess existing facilities - Consult on usage - Develop improvement plan
Standards of maintenance of Council-maintained land, including the Linear Park	Develop maintenance plan
Toothill School – Proposed footpath diversion	Respond to N.C.C. consultations.
R.B.C. Leisure Strategy	Awaiting R.B.C. progress on the strategy.
Future of the contaminated land	Awaiting Tesco development that may improve access to land.
N.C.C. Land at Wynhill for allotments and/or Nature Reserve or Scout Base	N.C.C. confirmed its land at Wynhill was in process of being assessed for sale as development land, i.e. maximum price.
Proposed Scout Base	Awaiting further information from Scouts.
Linear Walk Presentation Board and Twinning Sign etc.	Friends of Linear Park are progressing a presentation board with grant aid from ALDI. Clerk is investigating ideas re. Twinning sign.

Continued...../

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Appendix 'B'

NAME OF AREA/BUILDING ETC.	TOWN PAVILION & GROUNDS
OFFICIALS IN ATTENDANCE	L.HOLLAND & J.PERRY

FIRST IMPRESSION	Light, bright & clean environment.
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DETAILS	
EXTERIOR :	
General state of paintwork, windows	Good state of repair, advertising banners on outside wall facing car park.
GROUND s including car park areas	Hedge low & tidy. JP confirmed happy for hedge to remain due to high cost of removal. Patio project still in progress.
INTERIOR	
Fixtures & fittings, cupboards, lighting, changing facilities,	LH confirmed £500 grant aid to be ratified at Jan. 2016 Full Council. Metal shutter for bar project on going. A new TV had been purchased & fixed on wall for World Cup, which meant 2 wall mounted TVs. Greatest financial risk after building was no doubt bar stock.
Contents ie. tables, chairs,	Tables & chairs were set out & looked in a reasonable condition.
Fire escapes, extinguishers, certificates etc.	Fire extinguishers don't appear to have been tested 2015 – this to be addressed immediately. Insurance certificate in place. Electrical inspection certificate in place.
Health & Safety procedures	LH recommended checking to ensure Fire exit signs were up to date as OCH ones had to be replaced to conform to latest legislation.

Only Friday free for bookings all other times either booked out or used for Rugby events. (in line with previous year).

JP confirmed they would like to progress a review of the lease to extend it for when applying for grants.

LH mentioned Community Payback Scheme & confirmed contact details would be forwarded to JP.

Scouts container is in place & doesn't appear to cause any problems.

SIGNATURE ON BEHALF OF ORGANISATION	L.HOLLAND	SIGNATURE ON BEHALF OF BTC	J.PERRY
DATE	14.12.15	DATE	14.12.15

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Appendix 'C'

Meeting of the Recreational & Cemetery Committee to be held in The Old Court House, Church Street, Bingham, at 7.00 p.m. on Tuesday, 26th January, 2016.

REPORT TO: RECREATIONAL & CEMETERY COMMITTEE

DATE: 26 JANUARY 2015

FORMATION OF CAPITAL PROGRAM

1. Purpose of Report

- 1.1 The main aim of this report is to commence the formulation of a Capital Program for the Council, as well as to recognize potential projects designed to save money in the longer term.

2 Recommendations

- 2.1 The Committee is requested to give initial consideration to potential projects within its terms of reference that could be included within its Capital Program or Spend to Save Program.

3. Background

- 3.1 There have been calls in the past for the formation of a Capital Program and with the town actively looking at its own infrastructure, large scale changes within the town and its surrounding environment and a new Council with fresh eyes, as well as the demands of the Gold Standard service required by NALC, it would seem that there is a general willingness to move forward with a Capital Program at this time. Within the Policy and Resources Work Program I had originally scheduled commencement of this process for March, however, in view of comments and discussions at the last meeting of Policy and Resources Committee, I consider it would be better to bring this item forward a cycle.

4 The Challenge

- 4.1 The challenge for the future is to drive transformation, to define Bingham as an attractive place to live and further improve the quality of life for all residents and businesses and increase their overall social and economic prospects, as well as enable them to participate fully in the life of the Town.

Important to the delivery of the aspirations of the Town will be:

- to support, promote and drive the role and continuing growth of the Town as a major economic driver in Rushcliffe and as a key focus for employment growth by aiding and strengthening its economic base;
- to support investment in transport infrastructure in and around the Town to lay the foundations for 'future proofing' the Towns transport infrastructure including; ensuring that the growth is in sustainable locations supported by local services and the public transport infrastructure;
- to continue to seek investment in the cultural offer and universal services such as parks, leisure and community facilities in the Town (recognizing what is within the Councils remit and what may need to be sought elsewhere or in partnership);
- to support proposals that stand out as enterprising, creative or industrious;
- to promote sustainable living in successful neighbourhoods; and
- To promote a Town where all our residents can meet their full potential and have ready access to the benefits and opportunities that a successful Town creates.

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Appendix 'C' continued.....

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4 The Process

- 4.1 To enable the formation of a Capital Program the Council will need to consider potential capital projects suitable for a medium term plan and in doing so:
- a) Re-evaluate its position on reserves and how they are accumulated and applied;
 - b) The process by which the Capital Program may be formulated in terms of our own rules relating to governance and our Financial Standing Orders;
 - c) Consideration of a strategic vision and objectives which the Council aims to achieve (both in its own right and jointly with other organisations);
 - d) Where grants or loans may be applied;
 - e) Prioritising proposed projects. This is particularly important due to the Councils capacity issues.
- 4.2 This report is primarily focused on the starting point, (a) above.
- 4.3 The Town Clerk and Responsible Finance Officer, together with the Chair of Policy and Resources should be responsible for ensuring that a capital program is prepared/updated for consideration by the Council. No scheme should be included in the capital program unless it has been through the Policy and Resources Committee and ratified by Full Council. Once approved by Council, the appropriate Council Committee will be responsible for taking in-year decisions on the Capital Project, subject to financial and policy issues being ratified by the Policy and Resources Committee.

5 Next Steps

- 5.1 As with all processes, the simpler the better, so I would recommend our immediate actions should be as follows:
- Consideration during the January/February committee cycle by each Standing Committee of potential projects from within its own budgets and terms of reference;
 - Initial consideration of the Standing Committee suggestions, as well as its own, by Policy and Resources;
 - Recommendation by Policy and Resources Committee of an initial Capital Program, together with a timeline for future actions, to Full Council in March;
 - Policy and Resources Committee to consider any potential Capital Projects arising from the CLP final report during the March/April cycle and make recommendations to Full Council. At the same time the Committee make suggestions for any necessary changes to Financial Standing Orders and other areas of the Constitution as appropriate; and
 - Councillors hold a workshop where they consider the Capital Program and prioritise as appropriate.

Councillor Alan R Harvey
Chair of Policy and Resources Committee

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RECREATIONAL & CEMETERY COMMITTEE – TERMS OF REFERENCE

- Management and development of playing fields, play areas, amenity areas, Linear Park, allotment gardens etc. Liaison with the Rugby Club in respect of the Town Pavilion. Matters relating to public footpaths (rights of way). Management and maintenance of the Cemetery and Depot.
- Responsible for funds held in the Recreation, Allotments and Cemetery budgets and recommendations to the Policy & Resources Committee on capital expenditure.
- The Committee shall have four members plus the Town Mayor and Deputy Town Mayor. The Chairman to be elected at the first meeting following the Annual Council Meeting.

DRAFT

RECREATIONAL & CEMETERY CAPITAL PROGRAM

Item	Status	Priority	2015/16	2016/17	Budget Heading	2017/18	Budget Heading	2018/19	Budget Heading	Total Budget Req'd	
<i>Capital Expenditure Item</i>	<i>Capital Exp (CE) or Spend to Save (S2S)</i>		<i>Based on 1 - 5 Scale set by Council</i>	<i>Amount for this year</i>	<i>Amount for next year</i>	<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>	<i>Amount for this year</i>	<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>	<i>Amount for this year</i>	<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>	<i>Total budget required for whole project</i>
Pitch Research	S2S	2	0	TBD	Rec Res	0	NA	0	NA	TBD	



CAPITAL PROGRAM (EXAMPLES)

APPENDIX B

8162Item	Status	Priority	2015/16	2016/17	Budget Heading	2017/18	Budget Heading	2018/19	Budget Heading	Total Budget Req'd
<i>Capital Expenditure Item</i>	<i>Capital Exp (CE) or Spend to Save (S2S)</i>	<i>Based on 1 - 5 Scale set by Council</i>	<i>Amount for this year</i>	<i>Amount for next year</i>	<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>	<i>Amount for this year</i>	<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>	<i>Amount for this year</i>	<i>Where money is allocated from i.e. Reserves, loan, grant etc</i>	<i>Total budget required for whole project</i>
Artificial Christmas Trees	S2S	2	0	6000	Gen Res	2000	Res	0	NA	8000
Pitch Research	S2S	2	0	TBD	Rec Res	0	NA	0	NA	TBD
Car Park Works Short To Med Term	CE	1	6000	6000	Gen Res	TBD	Gen Res	0	NA	12000
Replacement Van	CE	3	0	0	NA	12000	Dep Res	0	NA	12000

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