

CENTRAL SWINDON NORTH PARISH COUNCIL

EXTRAORDINARY LEISURE & RECREATION COMMITTEE MEETING

Minutes of the meeting held at The Reading Rooms (32 The Circle) at 7pm on Thursday 13th October 2022.

Present Cllr J Ballman (Chair)
Cllr R Ballman
Cllr M Beale
Cllr J Yeowell

Officers A Briggs (Estates Manager)

Public None

Meeting started at 7.00pm.

It was confirmed the meeting was quorate.

LR181 **Apologies**
Cllr M Lucas – Vice Chair
Cllr D Patey

LR182 **Declarations of Interest & Applications for Dispensation**
Cllr J Ballman declared a non-pecuniary interest in the Hreod Burna Urban Forest (HBuF) and the Royal Society for the Protection of Birds (RSPB).

Cllr M Beale declared a non-pecuniary interest in Seven Fields & The Penhill Orchard.

LR183 **Year to Date Budget & EMR Review**
The Estates Manager presented the associated document. A copy of which can be found in Annex A.

The Estates Manager advised Members the document was prepared up to the end of July 2022 and that the HoFG was currently in the process of closing August & September 22.

Member held brief discussion on a number of the budget codes and were provided clarifications on elements of the budget document.

Members requested that an up to date budget was required for more informed consideration.

RESOLVED Members noted the item and requested that an up to date budget was presented to the next L&R Committee meeting.

LR184 **23/24 Budget Considerations**
The Estates Manager presented the associated document. A copy of which can be found in Annex B.

Member held brief discussion on a number of the items and were provided clarifications on elements of the document.

Discussion was held at length on responsibility for repairs and maintenance of a number of leased buildings.

Members acknowledged the benefits of switching light fittings to LED.

Cllr J Ballman commented that a figure of £5,000.00 should allow for the complete switch over to LED lighting covering the Parish leased estate.

Cllr J Ballman commented on the importance of solar panel investment and further works should be undertaken to understand the costs involved in solar panel projects.

Members were informed the Pinetress CC Solar panel assessment date has been rescheduled to November, due to the assessor being ill.

The Estates Manager provided further information on item 3.2, point VIII, explaining that;

The mechanical sweeper price included a full time operative on 37hr per week, all consumables and fuel for the term. Members were also informed that there would be an option to consider relocating existing resource of about £25,000 from kerbside sweeping to offset an increase in the core contract price.

The cost for 2 x additional F.T.E's (full time employees) also included their vehicle and on costs. That additional operatives would be used to complete ad hoc works alongside core contract work, ensuring core work wasn't disrupted.

Cllr M Beale asked for a breakdown of the costs of point VIII, a & b.

The Estates Manager commented on the benefits a mechanical sweeper would have on the standard of work being completed across the parish.

The Estates Manager advised that the Parks & Open Spaces working group was newly established and didn't have a budget code allocated.

Cllr J Ballman commented that a budget should be allocated for improving parks and open spaces.

Members held discussion on the Parks & Open Spaces Working group.

A Figure of £10,000 was recommended.

Members held discussion at length on the Green Flag Award.

Action – Estates Manager to follow up with Idverde Green Flag assessor to progress the CSNPC submission for St Marks Park.

The Estates Manager provided an overview on the current Play Area Ear Marked reserve.

Members were advised that monies would need to be allocated to deliver the play area strategy.

Cllr J Ballman spoke at length about inclusivity, revisions to Swindon's planning policies around inclusive play and the need for CSNPC to be as inclusive with its play areas as practicable.

Cllr J Ballman commented on the importance to ensure money is available to commence making adaptations to the Parish play areas.

The Estates Manager informed Members that an allotment plan was being drafted. It was explained that the plan would assist in applying for external funding. However, consideration

could be given for an overall pot of money for use on allotment maintenance and repairs.

The Estates Manager suggested that the water bills could be centralised, rather than being costed to each individual allotment site. This would automatically free up a sum of monies, negating the need to find additional monies for allotment works.

The Estates Manager commented on the need for additional monies within the training budget, to allow for things like operative training on the tractor.

Cllr R Ballman queried the items purchased within the security budget line and further discussion around keys and padlocks was held.

Cllr J Yeowell commented that the budget lines that have had monies spent this year may not be recurring and not necessary for 23/24 budget setting.

The Estates Manager provided clarification on licences.

It was commented that inflationary costs have caused some budget codes to be over spent.

Cllr J Ballman asked for justification on the significant predicted rise in cost for tree works.

The Estates Manager advised that the projected £23,000.00 was an estimated cost to carry out planned maintenance works, rather than dealing with ad hoc reactive works.

The Estates Manager presented the recommendations as tabled within the report.

No further comments were received.

Cllr R Ballman proposed the recommendations as tabled.

Cllr J Yeowell Seconded.

All Members voted in favour.

RESOLVED members approved the recommendations, as detailed;

- 1.1 Members considered item 3.1, and recommended that item 3.1 be presented to the Finance & General Purposes Committee for consideration as part of the overall budget setting process.
- 1.2 Members considered item 3.2, and recommended that item 3.2 should be presented Finance & General Purposes Committee for consideration as part of the overall budget setting process.
- 1.3 Members agreed that Allotment income should remain ringfenced for use on Allotment sites, with the addition of a sinking fund for any surplus monies at the end of each Financial Year to be accrued.
 - 1.3.1 Members agreed that utilities for Allotments are moved to a centralised cost code.

All items resolved are to be presented to Finance & General Purposes Committee for budget setting consideration.

LR185

L&R Budget Proposal

No amendments or further comments were received in addition to the resolution of item 4.

Cllr R Ballman queried when the budget would be finalised.

The Estates Manager advised meetings would take place from Oct to December. Where budget is normally finalised around January each year.

It was confirmed there was no further transitional funding expected to be received.

RESOLVED Item noted.

LR186 Additional 23/24 Budget Setting Review Meeting

The Estates Manager asked Members whether there was a need for further L&R Committee budget setting meetings, before the overall budget is agreed.

Cllr J Yeowell asked whether a meeting could be held after the Finance & General Purposes Meeting in November.

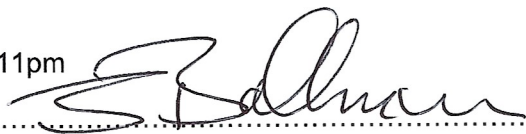
Cllr J Ballman commented that a specific L&R budget setting meeting could be scheduled and then its need confirmed following the outcomes of subsequent committee meetings.

The Estates Manager advised he would schedule a meeting early November 22.

Cllr R Ballman asked how many Cllrs were members of the L&R Committee.

It was confirmed there were 6 Committee Members.

The meeting closed at 8.11pm

Signed.....

Date.....16. 02. 2023

Chair of the Leisure & Recreation Committee