CHEPPING WYCOMBE PARISH COUNCIL

LEISURE FACILITIES COMMITTEE

APPENDICES

THURSDAY 24 SEPTEMBER 2009

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APPENDIX A

DECEMBER 2002

TERMS OF REFERENCE OF THE LEISURE FACILITIES COMMITTEE

1. Responsibility for the Council's leisure facilities areas, allotments, recreation grounds, sports grounds, tennis grounds, football pitches, cricket pitches, basketball courts, tennis courts, bowling greens, youth shelters, pavilions and play equipment, included those rented or leased.

2. The regular maintenance of such property including grass cutting, fencing boundary walls, gates, buildings, shelters, play equipment, paths, structures, public utilities, parking facilities, seats, letter bins, dog bins, picnic areas, landscaping, trees, hedges, shrubs, plants and any other maintenance function. To maintain designated and permissive footpath and bridleways passing over such land. To consider and recommend improvements.

3. Permitting the use of such facilities for activities that will benefit the community. Letting such land and building and recommending terms of occupation.

4. Granting easements and way leaves across such land. Reviewing byelaws and property regulations and making recommendations, where appropriate, to the Finance and General Purposes Committee.

5. Ensuring public safety and all aspects of maintenance work, including any work undertaken by contractors, is undertaken in accordance with safety requirements determined by the Finance and General Purposes Committee, which has the overall responsibility for formulating the Council's Health and Safety policy, procedures and working practices.

6. To consider and introduce conservation schemes wherever appropriate.

7. To consider specific proposals relating to the Committee's responsibilities arising from Village Appraisals.

REPRESENTATIONS RECEIVED AND CONSULTATION

8. To consider representatives made and to consult with residents, individuals and appropriate organisations, when necessary, about the Committee's responsibilities and service delivery. In particular to consider such matters raised by Sports Organisations and Clubs who are the Council's tenants as they occupy land/buildings that are the Committee's responsibility. To appoint Members of the Committee to represent the Council on such Sports Organisations and Clubs.

FINANCE

9. To regular review the approved income and expenditure budget of the Committee. To advise the Finance and General Purposes Committee of major variations to the approved budget, not to enter into any financial commitment that exceeds the total of the approved budget without the approval of the Finance and General Purposes Committee or a meeting of the Council.

10. To prepare the Committee's annual estimated budget for submission to the Finance and General Purposes Committee for consideration. To include proposals for forward planning and the use and setting aside of funds to specific earmarked reserves.

11. To regularly consider and review service delivery. To consider Best Value principles as directed by the Finance and General Purposes Committee. To apply any financial directive introduced by the Council.

12. To seek grant aid and support.

GENERAL

13. To apply any policy adopted by the Council to the functions of the Committee such as making as much information freely available to the public as possible and ensuring that any form of discrimination does not take place.

BCD 9/12/2002

APPENDIX 3

2nd Draft

AUGUST 2009

TERMS OF REFERENCE OF THE LEISURE FACILITIES COMMITTEE

RESPONSIBILITIES

1. The Leisure Facilities Committee (LFC) is responsible for oversight of the Council's leisure facilities including allotments and sports and recreation grounds. In particular, it is responsible for:

a. Setting and reviewing policies on the maintenance of Council property used for leisure purposes.

b. Undertaking regular inspections of LFC property to ensure that it is being well maintained and recommending improvements where appropriate.

c. Permitting the use of such facilities for activities that will benefit the community. **(Clerk's responsibility ?)**

d. Letting such land and building and recommending terms of occupation.

c. Granting easements and way leaves across such land.

e. Reviewing byelaws and property regulations and making recommendations, where appropriate, to the Finance and General Purposes Committee.

f. Ensuring public safety and all aspects of maintenance work, including any work undertaken by contractors, is undertaken in accordance with safety requirements determined by the Finance and General Purposes Committee, which has the overall responsibility for formulating the Council's Health and Safety policy, procedures and working practices. . **(Clerk's responsibility ?)**

g. Develop a rolling 10-year plan for the improvement of leisure facilities generally and review/update the plan annually.

REPRESENTATIONS RECEIVED AND CONSULTATION

2. The LFC is required to:

a. Consider representations made and to consult with residents, individuals and appropriate organisations, when necessary, about the Committee's responsibilities and service delivery. In particular to consider such matters raised by Sports Organisations and Clubs who are the Council's tenants as they occupy land/buildings that are the Committee's responsibility.

b. Appoint Members of the Committee to represent the Council on Sports Organisations and Clubs occupying Council land/premises.

c. Consider the annual report submitted by RoSPA and to determine what safety measures should be adopted as soon as practicable noting that recommended maintenance will automatically be undertaken by the Council grounds staff at the earliest opportunity.

FINANCE

4. The LFC is required to:

a. Undertake a regular review of the approved income and expenditure budget of the Committee. The Committee Chairman is to advise the Finance and General Purposes Committee of major variations to the approved budget. The Committee is not to enter into any financial commitment that exceeds the total of the approved budget without the approval of the Finance and General Purposes Committee or a meeting of the Council.

b. Prepare the Committee's annual estimated budget for submission to the Finance and General Purposes Committee for consideration. These estimates should include proposals for forward planning and the use and setting aside of funds to specific earmarked reserves.

c. Annually review allotment fees and property rents, and make recommendations to the Finance and General Purposes Committee.

d. Regularly consider and review service delivery; in particular to consider Best Value principles as directed by the Finance and General Purposes Committee.

d. To apply any financial directive introduced by the Council.

f. To seek grant aid and support. **(Clerk's responsibility ?)**

GENERAL

5. To apply any policy adopted by the Council to the functions of the Committee such as making as much information freely available to the public as possible and ensuring that any form of discrimination does not take place.

Tuesday August 18th 2009

Clive Jordan
"Monterey"
Rayners Avenue
Loudwater
High Wycombe
Bucks
HP10 9SN

Loudwater Bowls club Meeting Wednesday August 12th 2009
Brief report for the next Leisure Facilites Committee Meeting Thursday August 24th 2009

I was only present at the tail end of the meeting as the time was moved from 7 O'clock to 6 O'clock.

I gave a brief report on The Derehams Lane Sub Committee Meeting - 5th August 2009.

Two items raised
(1) The area of green ware members of the Bowls Club park there cars at times, the Committee has concerns about the middle as what they say was a small puddle is now developing into a small pond can this be filled.

(2) Area around the swing gate a Pothole has developed at the entrance and the Committee are asking can this be filled as it is not helping with the tyres of their Vehicles.

Next Loudwater Bowls Club Meeting Wednesday September 9th 2009

APPENDIX D

Notes Of The Derehams Lane Sub Committee Meeting – 5th August 2009 7.30pm

Present:	Cllr Jeff Herschel	Chairman CWPC
	Cllr David Johncock	Chairman Leisure Facilities Committee
	Cllr Clive Jordan	Loudwater Member
	Mr Richard Claessens	Derehams Lane Sports Club
	Mr Gary Styles	Derehams Lane Sports Club – Football
	Mr Will Barber	Red Lion Football Team
	Mr Mark West	Red Lion Football Team

Apologies:

Cllr Les Willis	Loudwater Member
Mr Keith White	Chairman Derehams Lane Sports Club
Mr David Wright	Derehams Lane Sports Club – Basketball
Paula Bush	

Actions Arising From Previous Meeting

1. A list of the actions arising is attached along with an update on progress.

2. Maintenance Of Pavilion. DJ advised that Wessex Buildings had agreed to visit the site and provide advice on what restoration work was necessary. Jeff Hershel had also approached an architect who had offered to provide an independent survey. It had been requested that the Sports Club arrange a date for the visit by Wessex Buildings, and GS agreed to speak with the company asap and agree a date before the end of August. CWPC Members would attend if possible along with the architect.

Sports Day.

3. It was agreed that there had been a poor turnout for the Sports Day but there was clearly an interest in both tennis and running. It was noted that CWPC had spent over £1,000 supporting the event.

4. With the personal help of Cllr Jean Johnson, RG would develop an introductory training course for runners starting in March 2010. Also, as there were high expectations that a basketball team(s) could be formed, it was proposed that DW be asked to develop an introductory basketball course to be held in the Spring.

Business Plan.

4. Jeff tabled a document outlining his thoughts on how best to compile a Business Plan for the Derehams Lane Sports Ground. It was agreed that:

a. The Sports Club Committee would draft a Business Plan by March 2010.

b. By mid September, RG would draft letters to various organisations to obtain monies for the restoration of the pavilion.

5. GS went through the Club finances for the last 2 years and his predicted income and expenditure in this financial year – see attached.

Any Other Business

6. Driving Courses. It was noted that the Association of Wycombe Driving Instructors had expressed an interest in using the top car-park at Derehams Lane for basic driver training. An outline programme had been proposed for 20th August which would hopefully bring in some money for the Club. KW was dealing with Mick White on this issue.

7. Sign-posting. It was agreed that, although there was a sign to the Sports Ground at the bottom of Derehams Lane, there needed to be another where the road turned right onto Altoona Road. Jeff kindly agreed to pursue this.

8. Date of Next Meeting. It was agreed that the next meeting would be held at 7.30 pm on 23rd September 2009. It was also agreed that an invitation be sent to the Bowls Club and DJ would seek e-mail contact details from the CWPC Clerk.

Profit & Loss Comparison

01/07/07 Through 30/06/09 (in Pounds)

Category Description	01/07/'07-30/06/'08	01/07/'08-30/06/'09
INCOME		
Acc Transfer	0.00	113.40
Income:		
Bar Takings	516.60	461.32
Pitch Hire	855.00	610.00
Pitch Hire FHFC	0.00	495.00
Pitch Hire Red Lion	0.00	450.00
Subscriptions	1,267.00	191.00
Income-Other	0.00	40.00
TOTAL Income	2,638.60	2,247.32
Int Inc	1.82	0.64
TOTAL INCOME	2,640.42	2,361.36
EXPENSES		
Bank Chrg	0.00	4.00
Home Repair	0.00	8.75
Insurance	732.34	545.62
Recreation:		
Permit	79.50	96.00
Recreation-Other	0.00	0.00
TOTAL Recreation	79.50	96.00
Rent Paid	14.40	14.40
Service Cont:		
Fire Extinguisher	149.23	0.00
Service Cont-Other	0.00	154.27
TOTAL Service Cont	149.23	154.27
Utilities:		
Electricity	1,595.00	532.65
Water Rates	577.00	-150.15
Utilities-Other	0.00	491.54
TOTAL Utilities	2,172.00	874.04
TOTAL EXPENSES	3,147.47	1,697.08
TOTAL INCOME - EXPENSES	-507.05	664.28

Loudwater Sports Club

12/07/09

Transaction Report

01/07/08 Through 30/06/09 (In Pounds)

Date	Chq No	Description	Memo	Category	Clr	Amount	
		BALANCE 30/06/08				29.38	
02/07/08		Flackwell Heath FC		Income:Pitch Hire FHFC		250.00	
07/07/08	DEP	Lloyds TSB	Account closure	Acc Transfer		113.40	
14/07/08	Cash D	Bar Takings	Presentation nights	Income:Bar Takings		389.32	
03/09/08	100159	Southern Electricity	Electricity	Utilities:Electricity		-115.95	
12/09/08	100158	Gary Styles	Keys Cut	Home Repair		-8.75	
18/09/08	100162	Cass Hamilton	Ref fees	Recreation		-60.00	
22/09/08	DEP S	Loudwater FC	Membership fees	--Split--		156.96	
22/09/08	100160	Richard Claessens	Referee course	Recreation		-77.00	
03/10/08	100161	Stuart Berry	Padlocks	Home Repair		-19.96	
12/01/09		WWFC Ladies		Income:Pitch Hire		280.00	
21/01/09		Bank Charge		Bank Chrg		-4.00	
12/03/09	DEP	Red Lion		Income:Pitch Hire Red Lion		350.00	
15/03/09	100163S	Chepping Wycombe Parish ...		--Split--		-645.81	
16/03/09	100164	Southern Electricity	Paid via LFC	Utilities:Electricity		-151.84	
07/04/09	100165	Southern Electricity	Period to 5/1/2009	Utilities:Electricity		-152.08	
16/04/09	DEP	Loudwater FC		Income:Subscriptions		191.00	
17/04/09		Dun & Bradstreet	Pitch Hire	Income		40.00	
17/04/09	DEP	WWFC Ladies		Income:Pitch Hire		245.00	
30/04/09	100166	Chepping Wycombe Parish ...		Utilities:Water Rates		-191.24	
30/04/09	100167	Southern Electricity	Period to 14/4/2009	Utilities:Electricity		-112.78	
04/06/09		Loudwater Bowls Club	Bowls club share	Utilities:Water Rates		341.39	
19/06/09	DEP	WWFC Ladies		Income:Pitch Hire		85.00	
22/06/09	DEP	Flackwell Heath FC		Income:Pitch Hire FHFC		245.00	
24/06/09	100168	Keith White	Bar Licence	Recreation:Permit		-84.00	
24/06/09	100169S	Chepping Wycombe Parish ...		--Split--		-560.02	14.40 545.6
24/06/09	100170	Richard Claessens	CRB Check	Recreation:Permit		-12.00	
25/06/09	Cash DS	Red Lion		--Split--		172.00	
		TOTAL 01/07/08 - 30/06/09				663.64	
		BALANCE 30/06/09				693.02	

TOTAL INFLOWS	2,859.07
TOTAL OUTFLOWS	-2,195.43
NET TOTAL	663.64

Loudwater Sports Club

2009/10 Forecast

Regular Expenses	Electricity	£700		
	Water	£300		
	Insurance	£550		
	Fire Extinguisher Service	£150		
	Permits	£100		
		£1,800		
			1800	
Proposed Repairs	External Wall	£200		
	Ladies Floor	£500		
	Windows	£600		
	Bathroom Tiles	£500		
		£1,800		
			3600	
Improvements	Floodlights	£300		
	Fence	£600		
	Level surface	£600		
		£1,500		
			5100	
Pitch Maintenance	Groundsman	£900		Assuming £100 per month
	Vertidrain/Seeding	£1,000		
		£1,900	7000	
Income	Red Lion	£500		
	WWFC Ladies	£800		
	Loudwater	£1,400		
	Council Grant	£900		
	Bar Takings	£500		
	Training Hire	£2,000		
	Mars Donation	£900		
		£7,000		
	Surplus		0	

ACTIONS FROM THE DEREHAMS SUB COMMITTEE MEETINGS

As At 4th August 2009

Action No	Action	Actionee	Current Status
1.1	Representative be sought from the Bowls Club	KW	On-Going
1.2	Arrange meeting at CWPC to discuss the Lease and the Business Plan.		Overtaken By Events. At meeting on 10th June, Jeff Herschel agreed to assist the Sports Club with drafting a Business Plan.
1.3	Arrange a survey of the pavilion and turn off water.	DJ	
1.4	Approach local schools for teams and assistance.	KW & DW	Complete.
1.5	Purchase tennis nets and basketball equipment.	DJ	Complete. Items held at CWPC.
1.6	Ascertain POC for archery from Maurice Smith	DJ	Maurice has no contact but suggested Andy Wallace at WDC might be able to help
1.7	Invite Andy Wallace to next meeting	CJ	Overtaken By Events.
1.8	Ask Loudwater Scouts to participate in Sports Day	CJ	Complete.
1.9	Draft articles on Sports Day for Loudwater Forum.	KW	Complete
1.10	Seek sponsorship for Sports Day.	KW	Complete.
1.11	Consider obtaining a bar licence for Sports Day.	KW	Dismissed.
1.12	Attend next meeting on 10th June	All	Actioned.
2.1	Assist the Sports Club with drafting a Business Plan.	JH	Complete.
2.2	CWPC to arrange 2 "Portaloos" for the Sports Day	DJ	Complete.
2.3	Ensure that **2 sets** of tennis nets and basketball hoop nets had been obtained by CWPC.	DJ	Complete.

2.4	Order **2 sets** of tennis net posts.	DJ	Complete.
2.5	Provide soft drinks plus tea/coffee at Sports Day.	KW	Complete.
2.6	Contact the BFP to seek publicity for the Sports Day.	GS	Complete.
2.7	Trawl members to identify best date for next meeting	DJ	Complete.
3.1	Arrange for Wessex Buildings to visit the site and provide advice on the restoration of the pavilion.	GS	
3.2	Provide GS with contact details for Wessex Buildings.	DJ	
3.3	Develop an introductory training course for runners starting in March 2010.	RG	
3.4	Develop an introductory training course for basketball players starting in March 2010.	DW	
3.5	Draft a Business Plan by March 2010.	KW	
3.6	By end August 2009 obtain quote for the restoration of the pavilion.	GS	
3.7	Draft Begging letters by mid September 2009.	RG	
3.8	Co-ordinate with the local Driving Association on the use of Derehams Lane for basic driver training.	KW	
3.9	Organise a new sign for Derehams Lane Sports Ground at the junction with Altoona Road.	JH	
3.10	Invite Bowls Club to the next meeting.	DJ	

APPENDIX E

Chepping 16PLUS Young Drivers
18 Deeds Grove
High Wycombe
Bucks

Mr Huw Jones
Parish Clerk
Chepping Wycombe Parish Council

Dear Mr Jones

With ref to our telecom last week I would like to explain our aims and objectives for the new Young Drivers courses at Derehams lane sports club.

The aim of our courses is to work with the Parish Council for the education and promotion of safe road use for all Young drivers and potential young drivers across the area in support of Dept for Transport and Various Gov initiatives to reduce accident rate of young drivers. We would also carry out various lectures for Older Drivers whose knowledge and information concerning driving is out of date.These would be in support of Bucks County Council "SAGE" project.

The objective being to reduce accident and collision rates in the area particularly among the young who from experience appear to be ignorant of legal requirements, techniques for safe driving and penalties for driving offences.
Many youngsters also appear to have no idea of the responsibilities concerning driving because they are only instructed to pass the test which does of course include safety but there is no requirement for further training after this. Once they have passed their test their interest in road safety disappears and then it's too late to get their full attention to train them in these aspects of safe driving.
Many youngsters also rush to pass their tests before going to university and so have no time post test to learn these further skills even if they are interested.
The time to "hook them" in these issues is before starting to drive.

Our training will be via

1) Practical introduction to vehicle control
2) Lectures by various agencies inc;
   - Police
   - Fire and Rescue
   - Highways Agency
   - Bucks CC Road safety
   - Local Magistrates
   - Driving Standards Agency.
3) Theoretical practice via laptop computer.

All instructors carrying out instruction are Approved Driving Instructors.(ADI's) who hold DSA licences and been vetted and passed by Criminal Records Bureau .We have varying skills and training in driving and road safety amongst our team of instructors including Presentations of road safety by the 'Brake' Young drivers organisation, Heavy Goods Vehicle Driving ,Fleet training and Institute of Advanced Motorists Qualifications.This in addition to 4 years running various road safety courses.

Our ideal requirements to carry out this project include a safe off Highway area such as a car park which would ideally be surfaced and lit.
An area of about 100m length of road or flat surface for an instructors car to be parked at one end and electronic reaction indicators to be spread long the length. (This Equipment is owned by Bucks CC road safety dept)
A room in a building nearby which is large enough for about 20 people and have domestic facilities for the pupils and instructors. This room would require electrical points for laptop computers and electronic projection/video equipment.
Possible Storage facilities for road cones and training signs (permanent if possible but temporary during the courses).
We appreciate that the club may not quite meet the content of our'ideal wish list' but the support of the Parish Council is paramount to the promotion of this project in the local area and we have a record of adjusting our presentation to fit the situation.
We have an ongoing good relationship with the above agencies and its officers because of our previous experience running other courses over the past four years. These agencies have already agreed to provide similar support for these 16plus young driving courses which will compliment their own promotions of road safety.

We also have a positive relationship with members of both Bucks County Council and Wycombe District Council especially Lesley Clarke the Leader of WDC who usually attends our presentations and actively supports our projects.

Financing of this project will be via Funding from local authorities and companies,and also from charges for attendance.We already have agreement for assistance for the first Lecture and Course
We have been advised by CO-OP to make an urgent application to them for assistance from their Community Assistance Fund.
We are actively approaching others for support so that the charge for the courses can be lowered as far as possible.

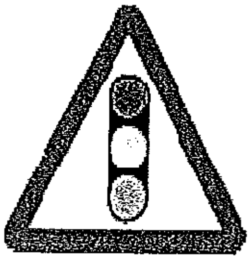
All the running and organising of the project is controlled by myself and Project Chairman Julie Martin.Insurance is arranged with the Driving Instructors Association as well as our own individual instruction vehicle insurance which covers instruction off the highway.

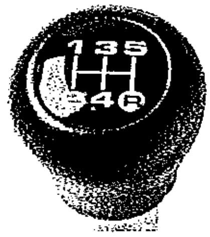
Regards

Mick Lewis (Project Secretary)
CHEPPING 16PLUS YOUNG DRIVERS

Our motto;

BETTER TO DRIVE SAFELY-THAN NOT ARRIVE





Are you 16 or over and like to learn to drive?

CHEPPING 16 PLUS YOUNG DRIVERS COURSE

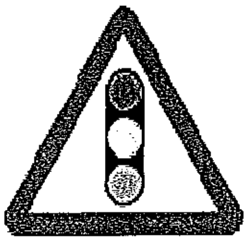
We are running an off-road course which will be held at Dereham Sports Centre Loudwater High Wycombe during the half term holiday

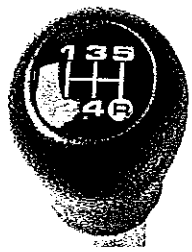
EVENING COURSE Thursday 22nd October 09 and ALL DAY Monday 26th October 09

The 1 ½ days Course will cost £50

Organized & conducted by Approved Driving Instructors (ADI).For more details about the course, or if you want a booking form contact:-

MICK LEWIS ADI 07939557542 / JULIE MARTIN ADI 01628 523235





MOTORWAY DRIVING?

CHEPPING 16+ YOUNG DRIVERS

Presentation from Highways Officers

2 ½ HOUR EVENING COURSE Thursday 24th September 2009

£5 per person TO BE HELD IN LOUDWATER AREA.

Experience and novice drivers welcome. All ages.

Organized & conducted by Approved Driving Instructors (ADI).

MICK LEWIS ADI 07939557542 / JULIE MARTIN ADI 01628 523235

TIMETABLE (MORNING)

IN CLASSROOM

SET UP CONES IN CAR PARK

ARRANGE CHAIRS FOR CLASSROOM

SET UP LAPTOPS/PROJECTOR AND PROJECTOR SCREEN

DO REGISTER AND HAND OUT BADGES

START 9.00-9.15 Welcome and Introduction (15mins)

9.15-10.00 Magistrates (45mins) JACKI BROWN presentation about magistrates and points and convictions'

10.10-11.10 Arrive alive (60mins) presentation on Road safety

---

11.20-12.20 Police (60mins) presentation from Ian Leyland (Police Officer) on Police & Motorways also look at Police vehicle.

12.30-1.20 LUNCH

1.20-1.50 (30mins) Pupil eyes tested on machine – Road Safety Officer

TIMETABLE (AFTERNOON)

IN CLASSROOM (4 PUPILS)

1.50-2.20 Show me Tell me

(badges)

1.50-2.20 brake reactor

(green badges)

Then:-

2.20-2.50 Show me Tell me

(green badges)

2.20-2.50 brake reactor

(badges)

2.50-3.00 PITSTOP CHANGE OVER CLASSROOM TO DRIVING

IN CLASSROOM (4 PUPILS)

3.00-3.30 Show me Tell me

(pink badges)

3.00-3.30 brake reactor

(badges)

Then:-

3.30-4.00 Show me Tell me

(badges)

3.30-4.00 brake reactor

(pink badges)

IN CAR (2 PUPILS PER CAR)

(pink/ badges)

1.50-2.50 COCKPIT DRILL

MOVING/STOPPING

STEERING

BAY PARK

2.20 CHANGE OVER PUPIL

2.50-3.00 PITSTOP CHANGE OVER DRIVING TO CLASSROOM

IN CAR (2 PUPILS PER CAR)

(/green badges)

3.00-4.00 COCKPIT DRILL

MOVING/STOPPING

STEERING

BAY PARK

3.30 CHANGE OVER PUPIL

4.20 DEBRIEF

HAND OUT GOODIE BAGS

4.30PM FINISH

APPENDIX F

RoSPA REPORT ON CWPC PLAYGROUNDS

Flackwell Heath

Item	Grading	Comments	Actions Recommended
Surfacing	Low/Medium	Gaps between tiles (trip hazard)	Fill gaps.
Basketball Stand	Low/Medium	Fails EN 15312 - No Warning Signs/ Backboard damaged.	Fit Warning Notices/Replace backboard - Graeme to replace backboard
Spring Horse	Meets EN 15312		
Spring Motorbike	Low	Protruding Handlebars	None
Spring Elephant	Low	Protruding Handlebars	None
Slide	Low/Medium	Entrapment Risks/Sharp Edges on Slide	Infill split tubing - Graeme to inspect and action if necessary
Mixed Swing A	Low/Medium	Chain wear/poor paintwork/insufficient protective surfacing.	Monitor chain wear.
Rocking Horse	Low/Medium	Poor paintwork/plastic seats unsafe.	Replace all 5 plastic seats and infill holes in rear body panel.
Mixed Swing B	Low/Medium	Replace 1 cradle seat (metal exposed)/chain wear.	Replace 1 cradle seat and monitor chain wear.
Spiraglide	Low	Entrapment Risks	
Mulitplay Unit	Low	Holes on climbing wall	Fill holes.
Climbing Box	Meets EN 15312	Poor paintwork	
Ball Game - Free Game		Fails EN 15312 - No Warning Signs.	Fit Warning Notices/Monitor clashes with skatepark.
Grindrail		End of rail should be in surface	None
Flatbank			
Grind Boxes			
Seats	Low/Medium	Remove old bench stanchions from behind junior swings.	Alternative suggestion - repair seat.

Oveall Grading **MEDIUM**

Loudwater

Surfacing	Low/Medium	Gaps between tiles (trip hazard)	Fill gaps.
Slide	Low	Poor paintwork/Entrapment Risks	
Junior Swing	Medium	Fork ends worn	Replace fork ends.
Igloo			
Timber Multiplay Unit	Low/Medium	Replace worn chains with polypropene rope in future/monitor decay of wood.	
Basketball Stand	Medium	Fails EN 15312 - No Warning Signs/ Backboard damaged.	Fit Warning Notices/Replace backboard - Graeme to replace backboard
Youth Shelter	Medium	Remove jubilee clip from roof and remove sharp edges on panels	
Brook & River	Medium	Brook & river present safety hazard.	Increase fencing to block off access or river banks upgraded.

Oveall Grading **MEDIUM/HIGH**

Tylers Green

Surfacing	Low/Medium	Gaps between tiles (trip hazard)	Fill gaps.
2 Bay Mixed Swing A	Low	Some chain wear	Monitor wear.
Spring Elephant	Meets EN 1176		
Junior Multiplay Unit	Meets EN 1176		
Sidewinder seesaw	Meets EN 1176		
Basket Swing	Medium	Reatining Pins not fitted correctly	Already repaired.
2 Bay Mixed Swing B	Low/Medium	Chain wear/poor paintwork/insufficient protective surfacing.	Monitor chain wear.
Springer Plank	Meets EN 1176		
Spring Hound	Meets EN 1176		
Slide	Medium	Projecting bold thread below slide chute.	Cut off and file down - Graeme to inspect and action if necessary.
Trim Trail	Low/Medium	Monitor chain wear and splits in timbers	
Aerial Runway	Medium	Supports in falling space/top link of chain worn/insufficient protective surfacing	Replace worn top link of chain/Monitor cable crush to top bar/Infill erosion, cover concrete foundations and install impact absorbing surface. Graeme to inspect and take action as necessary including replacement of broken seat. Removal of bank and building of platforms at each end of runway to be considered as part of new proposals for the site.
Spinning Cup	Meets EN 1176		
Gates	Medium		Recommend removal - Graeme to action.
Seats			Replace missing seat slats or remove seat.

Oveall Grading **MEDIUM**

APPENDIX G

PLAYGROUND PROPOSALS - COMPARATIVE COSTS

Company	POC	Tel No	Flackwell Heath	Loudwater	Tylers Green	Grand Total	Comments
Kompan	Stephen Woodd	07764 365666	£62,746	£55,442	£49,060	£167,248	
Playground Facilities	Tony White	07734 432835	£55,000	£37,832	£20,638	£113,470	
Playground Services	Chris Dodd	07711 563615				£0	
SMP Playgrounds	Sarah Alexander	07778 159519	£59,700	£35,850	£55,500	£151,050	
Wicksteed	David Owen	07815 889650				£0	

All Costs Exclude VAT

TYLERS GREEN PLAYGROUND PROPOSALS - SUMMARY.

Kompan	Playground Facilities	Playground Services	Safe & Sound	SMP	Wicksteed
Main playground caters primarily for children under 12 years.	Good recreational space with landscaping incorporated which has benefitted from			Located in attractive park, main playground caters mostly for 3 -8 years.	
Propose to install a senior/teen area close to the existing area but far enough away for toddlers to feel safe.	Lacks visual interest from entrance and is not well laid out.			New equipment has not been sited well and sits in a large rectangle of tarmac.	
New area will be physically demanding and a place where older children can meet together.	Playground layout needs to be changed.			Propose to retain much of the current equipment and relocate some to more suitable positions.	
	Landscaping needed along with other natural play equipment.			Intend to introduce more natural features along with picnic style tables and add colour to tarmac area.	
	Move teen shelter to location on other side of hedge.				

LOUDWATER PLAYGROUND PROPOSALS - SUMMARY.

Kompan	Playground Facilities	Playground Services	Safe & Sound	SMP	Wicksteed
Currently designed primarily for younger children.	Play equipment does not cover all age groups and layout does not maximise the benefit of the natural features.			Currently offering very basic facilities with little challenge for children.	
Intend to make site a "destination ground for teenagers".	Site should be developed for the benefit of younger children and adults, eg include physical exercise equipment and riverview seating.			Proposal aims to maximise benefit of natural setting through improved landscaping and introduction of equipment with real play value for all ages and abilities.	
	Need significant improvement in equipment to increase play value.				

FLACKWELL HEATH PLAYGROUND PROPOSALS - SUMMARY.

Kompan	Playground Facilities	Playground Services	Safe & Sound	SMP	Wicksteed
Currently caters mainly for juniors and needs both a new toddler area and equipment for older	Areas For Each Age Group but inadequate investment in recent years.			Most of equipment dated and sited on a large rectangular area of tarmac	
Propose to create a toddler area with facilities to stimulate young imaginations as well as being physically demanding.	Toddler Area needs complete replacement and seating for carers.			Need to improve play value and improve aesthetics of the site by introduction of natural features.	
Intend to enhance the current teen area with equipment that is specially designed to be physically demanding and promote social interaction.	Junior Area needs some equipment replaced and more natural play.			Wide rangeof equipment proposed to cover all age groups and to be exciting. Colourful and inspirational.	
	Teen Area cramped. Back of ramp needs barrier because of closeness to pathway.				

Flackwell Heath Bowling Club

Secretary John Radford, President Brenton James, Treasurer Rex Tilbury

Minutes of a Committee Meeting
Monday 10th August 2009
In the Clubhouse
Chairman: The President

Apologies:

There were no apologies. Not present Cllr. Mrs S Digby.

Present:

J Burrows, M Hill, E Hindes, B James, J Jones, J Radford, R Tilbury B. Webb.

Minutes:

The minutes of the meeting held on 6th July were approved and signed.

Matters arising:

The district council tree specialists has been unavailable but will be contacted to ascertain what we can do.

Secretary's Report / Correspondence:

We have not been given the grant from the Foundation for Sport and the Arts which we had applied for to do the paving round the green.
We will not be applying to host any C&T finals nor the Triples finals next year as none of the offered dates is convenient.
The C&T Triples finals are again at Chess Vale, an artificial green. We will write to complain of this as it does not represent the playing conditions at the majority of clubs.
Duncan Crighton has resigned as he does not have sufficient time to support the club.
For the first time we were open on Cherry Fayre day. The coaches John Radford and Michael White were present assisted by Janet Jones, Jean Radford and David Lord. It was a very popular and we were busy the whole time. 8 people requested membership details and 2 have joined as full members. This was considered a success and something which we should repeat next year. Those involved were thanked for their efforts. The councillors have supported the club well and a letter had been received from the organisers of the Fayre thanking us for our help.
Hilary Watson has written with her best wishes as she has moved away.

Treasurers Report.

We had a good balance of finance this month. Our dispute with Southern Electric has been resolved resulting in refund of over £400. This resulted in a net income of £1,600.
Some of the expenditure went to our security system. This is particularly important as Bassetsbury Manor had a break in at the weekend.
There is still money outstanding for the completion of the ditches.
The County Match was a financial success.

Captain's Report / Match Secretary's Report.

Wendover were very disappointed that we were unable to fulfil this fixture as we only had 4 members' names down. They will expect a full meal not tea and biscuits.
We will offer to take the County matches against the Executive and a County Match Bucks v Somerset on 3rd August 2010. We would need to move the Molins game. Catering will need to be organised.
For the Captain v President's match we will have a bring-a-dish buffet.
We have played 47 matches; won 12 lost 35.

Cont....

The playing list shows that 3 members have played no matches. This is not acceptable. Too many members are not playing in sufficient matches. In C&T we are 4th of 5 and TCL we are 8th of 8.
It is essential that competition dates are adhered to. We need to decide if we should impose conditions on the continued participation in competitions compared with member's playing in club fixtures.
The cost of roll-ups needs to be more in line with the match fees.

Constitution

MH presented a range of constitutional amendments for consideration. These will be discussed at the next meeting.

Membership.

The membership of 2 new members, George and Barbara Miller was approved.

Match Catering 2010.

We will need to review our decision on catering at the AGM because if we do not do meals we will probably find that we will lose 16 fixtures which would be a disaster for the club We need to work out how many duties each member will have to do. Those who are in the "green team" and those on bar duties should be excluded from other rotas.. We will investigate and cost alternatives for the provision of catering for next season. This may also have a knock – on effect on the other rotas and bar duties.
The cooker has broken down completely it needs to be replaced. However it needs to be sighted in a different position. We have no matches which require catering, however there are social events needing catering. Those involved will work out what to do. When we know what our catering requirements are for next season we will purchase an appropriate cooker. We will also need to review the kitchen situation as a whole. The two dishwashers are also in need of replacement.

Dress Code.

The dress code for 2010 will be as decided at the AGM i.e. Club shirts must be worn for all matches except friendlies where club shirts or traditional shirt and tie will be optional. In 2011club shirts would be mandatory for all matches.

Cherry News

There will be an edition of Cherry News in September after the finals. Articles for inclusion are required.

AOB

The old mower which does not work will be sold for spares.
An alternative to BT for our telephone service has been looked at but we will stay with BT.
Unfortunately Lorette Burton has had to withdraw from all competitions at the semi-final stage. The rules are clearly state that all these matches will be awarded to her opponents.
We can only order club shirts in batches of 8, there are some outstanding but until 8 are required these cannot be ordered.
The board showing the vacancies for the new committee was approved and put up.
The Ladies Captain and the Ladies Vice Captain will be elected at the Ladies AGM and ratified at the club AGM.
The AGM will be on Sunday 22nd November at 3.00pm
A financial adviser has paid to have an advertisement. We need to find a suitable occasion to allow him to meet members.

The next meeting will be on Tuesday 15th September at 7.00 pm in the clubhouse.

The meeting closed at 4.15pm

APPENDIX I

TYLERS GREEN - LOUDWATER - FLACKWELL HEATH
CHEPPING WYCOMBE PARISH COUNCIL

Council Office, Cock Lane, Tylers Green, High Wycombe, Bucks. HP10 8DS
Telephone: 01494 814600 Fax: 01494 817667 e-mail: clerk.cwpc@btconnect.com
H R O Jones Clerk of the Council VAT Reg. No. 209 228866

ALLOTMENT TENANCY AGREEMENT

An agreement made this **(date)** made between the Parish Council of Chepping Wycombe (hereinafter called "the Council") of the one part and

Name & Address of Allotment Holder

hereinafter called "the Tenant") of the other part, whereby the Council agrees to let and the Tenant agrees to hire as a yearly Tenant from the above date the allotment number **(number)** in the Register of Allotments, provided by the Council at a yearly rent of eighteen pounds (£18) (half price for Senior Citizens 60+), payable yearly in advance, and at a proportionate rent for any part of a year over which the tenancy may extend, subject to the following terms and conditions:

1. The tenancy may be terminated by either party giving the other twelve calendar months' notice (when possible) in writing. **Add "See also para 5 below." ?**

2. The Tenant shall during the tenancy carry out the following obligations:

   a. pay the rent on the first day of October each year; **Why not 1 April to better fit the the budget setting process? See also para 6 below.**

   b. keep the allotment free from weeds and well manured, and maintain it in a proper state of cultivation, and keep the paths (outlined as a dotted line) as defined on the plan in decent order and properly grassed;

   c. refrain from causing any nuisance or annoyance to the tenant of any other allotment, or the occupier of any neighbouring property;

   d. not sub-let, assign, or part with the possession of the allotment or any part of it;

   e. not cut or fell any tree or take, sell or carry away any mineral salt, gravel or clay;

   f. permit any member or officer of the Council to enter and inspect the allotment at any time;

   g. refrain from planting any tree other than soft fruit; **Should we say no trees period and only allow fruit <u>bushes</u> ?**

   h. refrain from erecting any building, fence, or other structure without first obtaining the consent, in writing, of the Council; **Should we allow temporary plastic fencing ? Does this condition included netted fruit frames ? Does this condition also include filing cabinets, garden benches, ponds etc ?**

   i. refrain from bringing any dog onto the allotment field;

j. cultivate the allotment for and use it only for the production of fruit, vegetables, and flowers for domestic consumption by him/herself and his/her family; **Should we simply state that the land is not to be used for personal profit ?**

k. not take water from a hose connected to a standpipe unless the hose is held in the hand and

l. refrain from using rubber tyres on allotment plots due to environmental reasons.

3. The Council shall pay all rates, taxes, dues, or other assessments which may at any time be levied or charged upon the allotment.

4. The Council does not accept any responsibility for tools and equipment left in the storage shed or anywhere on the allotment site.

5. If the Tenant shall have been in breach of any of the foregoing provisions of the agreement for a period of one month or longer, the Council may re-enter upon the allotment and terminate the tenancy, but without any prejudice to any right of the Council to claim damage for breach of contract, or to recover any rent due before the time of such re-entry which remains unpaid.

6. The Council shall give twelve months' notice of any alteration to be made to the rent charged. **Is this really necessary ? Cross refer to para 2a above.**

7. Prior to resignation of an allotment plot, allotment tenants must ensure that the ground has been returned to a good state and all items and materials have been removed.

8. Any notice required by this agreement to be given to the Council shall be delivered or sent by post to:

The Clerk of the Council,
Council Office, Cock Lane, Tylers Green, Bucks. HP10 8DS

9. Any notice to be given to the Tenant shall be treated as sufficient if left at or delivered by recorded delivery post at the address BELOW.

APPENDIX J

Chepping Wycombe P C (2009/10)

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Leisure Facilities Committee Meeting 24 September 2009

		Last Year 2008/09		Current Year 2009/10				Next Year 2010/11
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
Leisure Facilities								
201	ASHLEY DRIVE ALLOT'T							
4001	STAFF SALARIES	2,704	4,881	2,943	2,943	1,559	2,943	2,943
4012	WATER	100	315	104	104	176	500	330
4037	GROUNDS MAINTEN'CE	175	117	181	181	0	181	181
	OverHead Expenditure	2,979	5,313	3,228	3,228	1,735	3,624	3,454
1001	INCOME - RENTS	805	853	805	805	55	805	805
1079	OTHER COST RECOVERED	0	17	0	0	0	0	0
	Total Income	805	870	805	805	55	805	805
	201 Net Expenditure	2,174	4,443	2,423	2,423	1,680	2,819	2,649
203	CHAPEL ROAD ALLOT'TS							
4001	STAFF SALARIES	2,604	5,226	2,834	2,834	2,283	2,834	2,834
4012	WATER	530	321	549	549	204	549	565
4037	GROUNDS MAINTEN'CE	111	165	115	115	405	405	115
	OverHead Expenditure	3,245	5,712	3,498	3,498	2,891	3,788	3,514
1001	INCOME - RENTS	805	858	805	805	0	805	805
	Total Income	805	858	805	805	0	805	805
	203 Net Expenditure	2,440	4,854	2,693	2,693	2,891	2,983	2,709

Continued on Page 2

Chepping Wycombe P C (2009/10)

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Leisure Facilities Committee Meeting 24 September 2009

		Last Year 2008/09		Current Year 2009/10				Next Year 2010/11
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
211	**ASHLEY DRIVE REC**							
4001	STAFF SALARIES	4,154	2,739	4,520	4,520	1,097	4,520	4,520
4037	GROUNDS MAINTEN'CE	1,084	6	487	487	0	487	587
	OverHead Expenditure	5,238	2,745	5,007	5,007	1,097	5,007	5,107
1002	INCOME - PERMITS	0	0	0	0	28	28	0
	Total Income	0	0	0	0	28	28	0
	211 Net Expenditure	5,238	2,745	5,007	5,007	1,069	4,979	5,107
212	**DEREHAMS LANE SP GRD**							
4001	STAFF SALARIES	4,886	8,398	5,317	5,317	2,460	5,317	5,317
4012	WATER	557	868	1,140	1,140	0	1,140	900
4025	INSURANCE	760	732	787	787	546	546	600
4036	PROPERTY MAINTEN'CE	493	1,481	510	510	100	510	510
4037	GROUNDS MAINTEN'CE	1,037	2,403	1,073	1,073	962	1,073	1,073
4038	MAINTENANCE CONTRACT	271	134	280	280	103	280	280
4067	SPORTS EQUIPMENT	0	0	0	0	1,664	1,664	0
4996	TFR TO REJUVENATION EMR	7,000	0	5,000	5,000	0	5,000	0
4997	TFR TO DEREHAM LANE PAV. RESE	5,000	0	0	0	0	0	5,000
	OverHead Expenditure	20,004	14,016	14,107	14,107	5,834	15,530	13,680

Continued on Page 3

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Leisure Facilities Committee Meeting 24 September 2009

		Last Year 2008/09		Current Year 2009/10				Next Year 2010/11
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1001	INCOME - RENTS	20	20	20	20	20	20	20
1002	INCOME - PERMITS	68	162	70	70	0	70	112
1004	INCOME - SERVICE CHS	318	683	900	900	0	900	900
1079	OTHER COST RECOVERED	1,030	866	880	880	546	880	890
	Total Income	1,436	1,732	1,870	1,870	566	1,870	1,922
	212 Net Expenditure	18,568	12,284	12,237	12,237	5,268	13,660	11,758
214	**STRAIGHT BIT REC**							
4001	STAFF SALARIES	4,187	4,183	4,557	4,557	1,681	4,557	4,557
4037	GROUNDS MAINTEN'CE	1,279	24,993	2,324	2,324	97	2,324	1,324
4049	YOUTH FACILITIES	0	570	0	0	0	0	0
4064	TIMBER BARRIER	1,000	1,200	0	0	0	0	0
	OverHead Expenditure	6,466	30,947	6,881	6,881	1,779	6,881	5,881
1001	INCOME - RENTS	587	601	601	601	600	601	601
1002	INCOME - PERMITS	1,219	27	1,256	1,256	0	28	29
1083	THIRD PARTY CONTRIBUTION	0	24,990	0	0	0	0	0
	Total Income	1,806	25,618	1,857	1,857	600	629	630
	214 Net Expenditure	4,660	5,329	5,024	5,024	1,179	6,252	5,251

Continued on Page 4

Chepping Wycombe P C (2009/10)

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Leisure Facilities Committee Meeting 24 September 2009

		Last Year 2008/09		Current Year 2009/10				Next Year 2010/11
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
215	**GREEN DRAGON LANE SG**							
4001	STAFF SALARIES	3,527	3,223	3,838	3,838	747	3,838	3,838
4025	INSURANCE	745	709	771	771	546	546	600
4036	PROPERTY MAINTEN'CE	0	1,167	0	0	0	0	0
4037	GROUNDS MAINTEN'CE	148	2,251	153	153	0	153	153
4038	MAINTENANCE CONTRACT	0	0	0	0	103	103	103
4065	FENCE	3,500	4,070	0	0	0	0	0
	OverHead Expenditure	7,920	11,420	4,762	4,762	1,396	4,640	4,694
1001	INCOME - RENTS	9,643	10,028	9,799	9,799	11,530	12,310	11,580
1079	OTHER COST RECOVERED	745	709	771	771	240	649	703
	Total Income	10,388	10,737	10,570	10,570	11,769	12,959	12,283
	215 Net Expenditure	-2,468	684	-5,808	-5,808	-10,374	-8,319	-7,589
216	**BOUNDARY ROAD REC**							
4001	STAFF SALARIES	2,656	2,788	2,890	2,890	728	2,890	2,890
4014	ELECTRICITY	0	92	50	50	17	50	100
4037	GROUNDS MAINTEN'CE	111	463	2,115	2,115	90	2,115	115
	OverHead Expenditure	2,767	3,343	5,055	5,055	835	5,055	3,105

Continued on Page 5

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Leisure Facilities Committee Meeting 24 September 2009

		Last Year 2008/09		Current Year 2009/10				Next Year 2010/11
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
1004	INCOME - SERVICE CHS	0	14	20	20	0	20	20
	Total Income	0	14	20	20	0	20	20
216	**Net Expenditure**	2,767	3,330	5,035	5,035	835	5,035	3,085
<u>217</u>	<u>TYLERS GREEN TENN CL</u>							
4013	RENT	546	819	546	546	0	0	0
	OverHead Expenditure	546	819	546	546	0	0	0
1001	INCOME - RENTS	25	25	25	25	0	0	0
	Total Income	25	25	25	25	0	0	0
217	**Net Expenditure**	521	794	521	521	0	0	0
<u>220</u>	<u>GENERAL RECREATION</u>							
4001	STAFF SALARIES	1,250	825	1,360	1,360	218	1,360	1,360
4029	BENCHES AND SIGNS	1,000	0	2,000	2,000	0	2,000	2,000
4401	DOG BIN EMPTYING	6,089	5,151	6,302	6,302	1,224	6,302	4,639
	OverHead Expenditure	8,339	5,976	9,662	9,662	1,442	9,662	7,999
	Total Income	0	0	0	0	0	0	0
220	**Net Expenditure**	8,339	5,976	9,662	9,662	1,442	9,662	7,999

Continued on Page 6

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Leisure Facilities Committee Meeting 24 September 2009

		Last Year 2008/09		Current Year 2009/10				Next Year 2010/11
		Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
221	PLAY AREAS							
4001	STAFF SALARIES	6,853	4,940	7,458	7,458	1,588	7,458	7,458
4013	RENT	51	51	51	51	50	51	51
4025	INSURANCE	590	590	611	611	611	611	630
4042	EQUIPMENT MAINTEN'CE	2,262	1,267	3,080	3,080	0	3,080	3,080
4060	OTHER PROF FEES	276	192	286	286	192	286	200
4988	TFR TO PLAY EQUIP RES	3,000	0	3,000	3,000	0	3,000	3,000
	OverHead Expenditure	13,032	7,039	14,486	14,486	2,441	14,486	14,419
	Total Income	0	0	0	0	0	0	0
221	**Net Expenditure**	13,032	7,039	14,486	14,486	2,441	14,486	14,419
	Leisure Facilities - Expenditure	70,536	87,330	67,232	67,232	19,449	68,673	61,853
	Income	15,265	39,853	15,952	15,952	13,019	17,116	16,465
	Net Expenditure	55,271	47,477	51,280	51,280	6,430	51,557	45,388
	Total Budget Expenditure	70,536	87,330	67,232	67,232	19,449	68,673	61,853
	Income	15,265	39,853	15,952	15,952	13,019	17,116	16,465
	Net Expenditure	55,271	47,477	51,280	51,280	6,430	51,557	45,388

APPENDIX K

Leisure Facilities Committee

code	Site	Description	budget	projected	variance	reason
Expenditure						
4012/201	Ashley Drive allotments	water	104	500	396	meter now working
4037/203	Chapel Rd allotments	ground maintenance	115	405	290	vandalism to shed
4025/212	Derehams Lane Sports Ground	insurance	787	546	-241	new insurance company
4067/212	Derehams Lane Sports Ground	sports equipmment	0	1,664	1,664	equipment for sports event
4025/215	Green Dragon Sports Ground	insurance	771	546	-225	new insurance company
4038/215	Green Dragon Sports Ground	maintenance contract	0	103	103	security system service (reclaimed from cl
4013/217	Tylers Green Tennis Club	rent	546	0	-546	lease expired
code	**Site**	**Description**	**budget**	**projected**	**variance**	**reason**
income						
1002/214	Straight Bit Recreation Ground	permit	-1,256	-28	1,228	no fair
1001/215	Green Dragon Sports Ground	rent	-9,779	-12,310	-2,531	phone mast rent adjustment
1079/215	Green Dragon Sports Ground	costs recovered	-771	-649	122	new insurance co. & security system service
total variances of less than £100					17	
COMMITTEE TOTAL					277	

APPENDIX L

BUDGET ANALYSIS 2010/11		
	Budget as set at Council 20 1 09	Initial Proposal
	2009/10	2010/11
GENERAL REGULAR REVENUE ITEMS		
GROSS EXPENDITURE		
ROUTINE ITEMS		
AMENITY LAND	35,842	36,362
LEISURE FACILITIES	52,732	50,353
WORKS SERVICE & PLANNING	155,437	158,073
FINANCE & GENERAL PURPOSES	65,301	61,184
TOTAL	**309,312**	**305,972**
CAPITAL, EXCEPTIONAL AND LARGE ITEMS		
Amenity Land		
Benches and signs	1,000	1,000
Railway land tree surgery	0	0
Kingswood benches	1,000	
Tylers Green Tracks	1,000	1,000
Tylers Green Common management plan	1,000	1,000
Widmer pond area improvements	1,500	
	5,500	**3,000**
Leisure Facilities		
Ashley Drive rec youth facilities	0	0
Derehams Sports site rejuvenation	5,000	
Derehams Lane pavilion replacement reserve fund	0	5,000
St Bit recreation ground 4 litter bins	1,000	
Boundary Rd rec plant replacements	2,000	
Benches and signs	2,000	2,000
Play areas bark replacement	1,500	1,500
Ashley Dr aerial runway	0	0
Play equipment reserve fund	3,000	3,000
	14,500	**11,500**
Works Services & Planning		
Depot door & roof repairs	2,000	
Office furniture	0	0
Altona Rd cemetery extension path & tree work	3,000	3,000
Cock Land cemetery Extension	5,000	5,000
St Peter's Church wall	5,000	
Benches,signs,stiles and kissing gates	2,000	2,000
Street light replacement	10,000	10,000
Partnership working	3,000	3,000
Vehicle plant & equipment reserve	12,145	16,145
	42,145	**39,145**

BUDGET ANALYSIS 2010/11

	Budget as set at Council 20 1 09 2009/10	Initial Proposal 2010/11
F & GP		
Contingency	3,000	3,000
Grants	2,500	2,500
Legal fees	1,500	6,000
General reserve		
Publicity		
	7,000	**11,500**
Totals - gross expenditure		
Amenity Land	41,342	39,362
Leisure Facilities	67,232	61,853
Works and Services Planning	197,582	197,218
F & GP	72,301	72,684
CWPC - gross	**378,457**	**371,117**
Totals - income (exc Precept)		
Amenity Land	(2,137)	(6,147)
Leisure Facilities	(15,952)	(16,465)
Works and Services	(10,330)	(10,948)
F & GP	(10,080)	(500)
CWPC - income	**(38,499)**	**(34,060)**
CWPC TOTAL net	**339,958**	**337,057**
	3.9%inc	**0% inc**
PRECEPT	**(330,158)**	**(330,158)**
TRANSFER FROM GEN RES		
Difference	**9,800**	**6,899**

APPENDIX M

CHEPPING WYCOMBE PARISH COUNCIL													
		RESERVES 2007/08			RESERVES 2008/09			RESERVES 2009/10			RESERVES 2010/11		
EARMARKED RESERVES													
		ALLOCATIO 2007/08	SPEND 2007/08	AS AT 31/03/2008	ALLOCATION 2008/09	SPEND	AS AT 31/03/2009	ALLOCATION 2009/10	SPEND	AS AT 31/03/2010	ALLOCATION 2010/11	SPEND	AS AT 31/03/2011
SMALL RIDE ON MOWER		600		1,800	600		2,400	350		2,750	350		3,100
RIDE ON MOWER		1,740		10,094	1740		11,834	4,083		15,917	6,083		22,000
LORRY		500		500	500		1,000	2,444		3,444	2,444		5,888
UTILITY VEHICLE		1,283		4,514	1283		5,797	1,926		7,723	1,926		9,649
TRACTOR		3,007		5,561	3007		8,568	2,608		11,176	2,608		13,784
VEHICLE RESERVE	322	7,130	0	22,469	7130	0	29,599	11,411	0	41,010	13,411		54,421
SIDE FLAIL		400		2,214	400		2,614	627		3,241	627		3,868
DRAWN FLAIL		305		1,121	305		1,426	107		1,533	107		1,640
PLANT RESERVE	323	705	0	3,335	705	0	4,040	734	0	4,774	734		5,508
COMPUTERS		550		1,542	550		2,092	600		2,692	600		3,292
EQUIPMENT		1,050		3,000	1050		4,050	1,080		5,130	1,000		6,130
OFFICE EQUIP RESERVE	324	1,600	0	4,542	1600	0	6,142	1,680	0	7,822	1,600		9,422
AMENITY LAND													
COCK LANE RECYCLING	329				1,000		1,000			1,000			1,000
RAILWAY LAND TREES	367			1,000	0		1,000	0		1,000			1,000
KINGSWOOD IMPROVEMENTS	368		-2000	0	8,650		8,650			8,650			8,650
TG COMMON TRACKS	326	2,000	-3953	0	1,000		1,000	1,000		2,000	1,000		3,000
TG COMMON MANAGEMENT PLAN	331				2,000		2,000	1,000		3,000	1,000		4,000
TG COMMEMORATIVE TREES	332				1,900		1,900			1,900			1,900
WIDMER POND IMPROVEMENT	369		0	1,000	3,000	0	4,000	1,500		5,500			5,500
LEISURE FACILITIES													
NEW PAVILION DEREHAMS	363	5,000	-4000	4,000	5,000		9,000	0		9,000	5,000		14,000
DEREHAMS REJUVENATION	362			3,000	7,000	-2,700	7,300	5,000		12,300			12,300
BASKETBALL	364	500		1,000	0		1,000			1,000			1,000
ST BIT CAR PARK	350	9,000	-10000	0			0			0			
GREEN DRAGON FENCE	370	3,920		4,920	3,500	-4,070	4,350			4,350			4,350
PLAY EQUIP RESERVE	325	3,000		9,000	3,000		12,000	3,000		15,000	3,000		18,000
WORKS SERVICES AND PLANNING													
WARDEN'S HOUSE	359		-2525	0			0			0			
OFFICE REFURBISHMENT	372	1,270		1,270			1,270			1,270			1,270
ALTONA TREES & EXTENSION PATH	361			860	5,000		5,860	3,000		8,860	3,000		11,860
COCK LANE CEMETERY TRACK	366	5,000	-6414	2,586	5,000		7,586	5,000		12,586	5,000		17,586
CHURCHYARD ST MARGARET& ST PETER'S WALL	321	5,000		8,440	1,560		10,000	5,000		15,000			15,000
BENCHES & SIGNS	354				2,890		2,890			2,890			2,890
STREET LIGHTING	351	10,000	-14446	0	14,000		14,000	10,000		24,000	10,000		34,000
FINANCE & GENERAL PURPOSES													
DEED OF GRANT	357			10,200			10,200			10,200			10,200
LEGAL FEES	371		-5000	0			0			0			
TOTAL EXCEPTIONAL ITEMS		44,690	-48,338	47,276	64,500	-6,770	105,006	34,500	0	34,500	28,000		28,000
TOTAL EARMARKED RESERVES		54,125	-48338	77,622	73,935	-6,770	144,787	48,325		193,112	43,745		236,857
GENERAL RESERVE		12,779	0	90,628	1,635	0	92,263	-9,800		82,463	-6,899		75,564
TOTAL RESERVES		66,904	-48,338	168,250	75,570	-6,770	237,050	38,525		275,575	36,846		312,421