

CHEPPING WYCOMBE PARISH COUNCIL

LEISURE FACILITIES COMMITTEE

Meeting to be held on Thursday 3 December 2015 commencing at 7.30pm
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

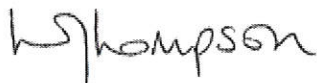
The meeting is open to members of the public and press

Committee Membership:	Cllr L Willis - Chairman	Cllr K Wood
	Cllr J Bailey - Vice Chairman	Cllr J Johnson
	Cllr S Digby	Cllr M Wilkes
	Cllr B Sadler	Cllr C Jordan
	Cllr J Gurney	

Members of the committee are summoned to consider the following business:

AGENDA

1. Apologies for absence
2. Declarations of members' interests in Items on the agenda
3. Track to Scout Hut, Ashley Drive
4. Straight Bit Recreation Ground
 - 4.1 Car Park Surface
5. Derehams Pavilion
 - 5.1 Works
 - 5.2 Redevelopment
 - 5.3 Water – Community Orchard
6. Community Orchard
7. Allotments
 - 7.1 Chapel Road update
 - 7.2 Ashley Drive update
 - 7.3 Allotment Boundary (Ashley Drive)
8. Playground Feedback
9. Signage
10. Draft Committee Budget 2016/17
11. Committee Finances
12. Questions from council members and the public
13. Accounts for payment



Wendy Thompson
Clerk of the Council
26 November 2015

AGENDA ITEM 3

Track to Scout Hut, Ashley Drive

Following the last committee meeting this item was deferred, members are now asked to CONSIDER whether to proceed with further works or continue to monitor the track.

The photograph at **APPENDIX A** was taken on 17 September 2015 (following an afternoon/evening of heavy rain.

AGENDA ITEM 4

Straight Bit Recreation Ground

4.1 Car Park Surface

Members are asked to NOTE that quotes are being obtained to remove leaf build up from the surface of the car park.

AGENDA ITEM 5

Derehams Pavilion

5.1 Works

Members are asked to CONSIDER a request from the playgroup to relay the slabs to the front of the building; some are broken and uneven. Members are asked to NOTE that the previous owner of the playgroup re-laid some of the slabs prior to opening in October 2012.

5.2 Redevelopment

Members are asked to CONSIDER as a long term goal, the redevelopment of the Derehams Lane site; to replace the pavilion with a brick structure that could incorporate an indoor facility (netball/badminton court) and a change to the entrance layout. **APPENDIX B** shows the current layout of the site.

5.3 Water - Community Orchard

Members are asked to NOTE that a quote is still awaited from Thames Water for a connection from the main in the road to the boundary of the site. A quote has been obtained in the sum of £2,150 for the connection from the boundary down to the orchard, with installation of a standpipe.

AGENDA ITEM 6

Community Orchard

Members are asked to CONSIDER a request to divert funds that would have been made available to Tylers Green and Flackwell Heath to the Loudwater Orchard Group and see the site expanded and developed, this would allow members to concentrate on recruitment to the Group rather than fund raising.

Members are asked to NOTE the following report on the current position of the Orchard Group as follows;

Plans for this year's planting are proceeding and a range of Cherry trees of dwarfing varieties are being ordered .

The future plans for a complete range of espaliers and cordons, have been put on hold, pending the council decision of approving the making of this Orchard Group into a Parish model. The cost of these more ambitious varieties, which will involve much more maintenance and support systems, is such that the Orchard Group as is feels it would be better if this was done as a Parish model. The council decision on this matter is awaited.

Members are asked to RECEIVE an update from Cllr White.

AGENDA ITEM 7

Allotments

7.1 Chapel Road update

Members are asked to NOTE that the eco-toilet has now been installed at the allotment site, however, it is not useable as yet. The toilet was purchased with funds granted to the Flackwell Heath Allotment Association by the Lottery.

Members are asked to NOTE that the work to the 'H' posts and electricity cables at the allotment site has been completed. A follow up site visit was undertaken with the Clerk, Warden and two representatives from SSE, snagging items were agreed and a further follow up meeting has been diarised for March 2016 to check on the known areas of knotweed.

Members are asked to CONSIDER and, if so minded, APPROVE an amendment to the Allotment Tenancy Agreement, clause 7f currently reads;

'A bonfire for the disposal of diseased material is permitted upon the tenant's own plot but only between 1st September and 31st May. Any bonfire is to be supervised by the tenant and is not to be left in a lit state;'

The allotment holders at Chapel Road allotments would like a reduction to the time allowed for Bonfires and would like the clause to read; *between 1st September and 30th April.*

7.2 Ashley Drive update

Members are asked to NOTE that quotes are being obtained for the removal of cherry trees opposite the shed, they have become a potential hazard.

7.3 Allotment Boundary (Ashley Drive)

Members are asked to NOTE that following the full Council meeting in November it was agreed that the boundary be secured with 6ft chain link fencing. Members are asked to NOTE that this has been ordered.

AGENDA ITEM 8

Playground Feedback

Members are asked to RECEIVE feedback and an update from the playground working groups.

AGENDA ITEM 9

Signage

Members are asked to CONSIDER, and are encouraged to make comment on, the attached design at **APPENDIX C** for the ladder boards at each recreation/sports ground owned by the parish council.

Following any amendments to the design quotes will be obtained and taken to the Works Services & Planning Committee for approval.

AGENDA ITEM 10

Draft Committee Budget 2016/17

Members are asked to NOTE the draft Leisure Facilities committee budget for 2015/16 and to CONSIDER projects for inclusion. Following any insertions, the budget to be revised and taken to the next Finance and General Purposes Committee for approval. **APPENDIX D**

AGENDA ITEM 11

Committee Finances

Members are asked to NOTE the current committee expenditure and income. **APPENDIX E**

Members are also asked to NOTE the current position of the Committee EMRs.

EMR	Actual to Date	Budget	Variance
Derehams Pavilion Replacement	0	2,020	2,020
Derehams Sports Ground	0	14,440	14,440
Play Equipment	32,382	10,368	-22,014

AGENDA ITEM 12

Questions from committee members and the public

A maximum of fifteen minutes will be given to members of the public, who may make representations, ask and answer questions and/or give evidence in respect of any item of business included in the agenda. If the chairman of the meeting agrees, representations and questions may be taken at the beginning of the meeting. Members of the public wishing to speak at the beginning of the meeting should inform the Clerk of this request as soon as possible.

AGENDA ITEM 13

Accounts for payment

Accounts for payment are to be circulated at the meeting for consideration by councillors.

Date of the next meeting: Thursday, 25 February 2016 at 7.30pm





	Chepping Wycombe Parish Council	
	Green Dragon Sports Ground	
	Home to Flackwell Heath Minors Football Club	
	Byelaws in force on this site	

	Chepping Wycombe Parish Council	
	Derehams Lane Sports Ground	
	Loudwater Bowls Club	
	Byelaws in force on this site	

	Chepping Wycombe Parish Council	
	Straight Bit Recreation Ground	
	Flackwell Heath Bowls Club	
	Flackwell Heath Tennis Club	
	Byelaws in force on this site	

Same idea for Ashley Drive Recreation Ground
and Boundary Road

CWPC 2016/17

Leisure Facilities Budget 2016/17		Approved Budget 2014/15	Approved Budget 2015/16	Proposed Budget 2016/17	Variances values	Variances %	Comments 16/17
Code	Cost centre						
201	Ashley Drive Allotments						
4,012	water	500	500	500	0	0%	
4,037	grounds maintenance	200	200	200	0	0%	
4,907	allotment fencing	500	500	500	0	0%	
		1,200	1,200	1,200	0	0%	
1,001	allotment rents	1,800	1,800	1,800	0	0%	
1,004	Water Costs reclaimed	100	100	100	0	0%	
		1,900	1,900	1,900	0	0%	
203	Chapel Road Allotments						
4,012	water	800	800	800	0	0%	
4,037	ground maintenance	800	800	800	0	0%	
4,906	new plots	0	0	0	0	#DIV/0!	
4,907	allotment fencing	1,400	0	0	0	#DIV/0!	
		3,000	1,600	1,600	0	0%	
1,001	allotment rents	2,700	2,700	2,700	0	0%	
211	Ashley Drive Park - but not play areas - see 221						
4,037	ground maintenance	500	500	500	0	0%	
		500	500	500	0	0%	
1,002	permits	0	0	0	0	#DIV/0!	
212	Derehams Park						
new code	Pitch Maintenance	2,400	2,400	2,400	0	0%	
		4,000	4,000	4,000	0	0%	

CWPC 2016/17

Code	Cost centre	Approved Budget 2014/15	Approved Budget 2015/16	Proposed Budget 2016/17	Variances		Comments 16/17
					values	%s	
1,002	permits	6,400	6,400	6,400	0	0%	
		3,200	3,200	3,200	0	0%	
	Grounds Maintenance						
4,036	property maintenance	1,000	1,000	1,000	0	0%	
4,037	ground maintenance	1,000	1,000	1,000	0	0%	
4,908	new access	0	0	0	0	#DIV/0!	
		2,000	2,000	2,000	0	0%	
	Pavilion						
4,038	maintenance contracts	300	300	300	0	0%	
4,014	electricity	1,000	1,000	1,000	0	0%	
4,012	water	800	800	800	0	0%	
4,025	insurance	600	600	600	0	0%	
9,000	EMR Derehams Park	1,500	1,500	1,500	0	0%	
		4,200	4,200	4,200	0	0%	
1,004	Permit & rent income	5,400	5,400	5,400	0	0%	
	water reclaimed	300	300	300	0	0%	
	electricity recovered	300	300	300	0	0%	
		6,000	6,000	6,000	0	0%	
	Derehams Expenditure	12,600	12,600	12,600	0	0%	
	Derehams Income	9,200	9,200	9,200	0	0%	
214	Straight Bit Recreation Ground - but not play areas see 221						
4,037	ground maintenance	1,000	3,000	3,000	0	0%	Inc £2k for height barrier (in 15/16)
	Track upgrade net	0	0	0	0	#DIV/0!	
		1,000	3,000	3,000	0	0%	
1,002	permits	1,000	1,000	1,000	0	0%	
1,083	third party contributions	0	0	0	0	#DIV/0!	
		1,000	1,000	1,000	0	0%	

CWPC 2016/17

Code	Cost centre	Approved Budget 2014/15	Approved Budget 2015/16	Proposed Budget 2016/17	Variances		Comments 16/17
					values	%s	
215	Green Dragon Sports Ground						
4,025	insurance	600	600	600	0	0%	
4,037	ground maintenance	0	0	0	0	#DIV/0!	
4,038	maintenance contract	600	600	600	0	0%	
9,000	EMR Reserve	1,200	1,200	1,200	0	0%	
1,079	other costs recovered	120	120	120	0	0%	
		120	120	120	0	0%	
216	Boundary Park Recreation Ground - but not play areas see 221						
4,014	electricity	100	100	100	0	0%	
4,037	ground maintenance	500	2,500	2,500	0	0%	inc £2k for conifer trees (15/16)
		600	2,600	2,600	0	0%	
1,004	other costs recovered	100	100	100	0	0%	
		100	100	100	0	0%	
220	General Recreation						
4,401	dog bins	4,000	3,500	3,500	0	0%	
4,041	Tractor hire	500	0	0	0	#DIV/0!	
		4,500	3,500	3,500	0	0%	
217	4037 Community Orchards	500	500	500	0	0%	
221	Play Area Equipment - all play sites						
4,042	equipment maintenance	3,000	3,000	3,000	0	0%	
4,060	other prof fees	200	1,500	1,500	0	0%	includes security
9,000	EMR Play Area equipment	9,500	9,500	9,500	0	0%	
		12,700	14,000	14,000	0	0%	

Detailed Income & Expenditure by Budget Heading 31/10/2015

Month No : 7

Committee Report

Leisure Facilities

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
201	<u>ASHLEY DRIVE ALLOT'T</u>							
4012	WATER	312	328	500	172		172	65.6 %
4037	GROUND'S MAINTEN'CE	373	377	200	-177		-177	188.3 %
4907	ALLOTMENT FENCING	387	0	500	500		500	0.0 %
	ASHLEY DRIVE ALLOT'T :- Expenditure	1,073	704	1,200	496	0	496	58.7 %
1001	INCOME - RENTS	1,736	1,880	1,900	-20			98.9 %
	ASHLEY DRIVE ALLOT'T :- Income	1,736	1,880	1,900	-20			98.9 %
	Net Expenditure over Income	-662	-1,176	-700	476			
203	<u>CHAPEL ROAD ALLOT'TS</u>							
4012	WATER	582	153	800	647		647	19.2 %
4037	GROUND'S MAINTEN'CE	694	106	800	694		694	13.3 %
4907	ALLOTMENT FENCING	1,302	0	0	0		0	0.0 %
	CHAPEL ROAD ALLOT'TS :- Expenditure	2,578	260	1,600	1,340	0	1,340	16.2 %
1001	INCOME - RENTS	2,903	2,663	2,700	-38			98.6 %
	CHAPEL ROAD ALLOT'TS :- Income	2,903	2,663	2,700	-38			98.6 %
	Net Expenditure over Income	-325	-2,403	-1,100	1,303			
204	<u>Community Orchard</u>							
4037	GROUND'S MAINTEN'CE	0	0	500	500		500	0.0 %
	Community Orchard :- Expenditure	0	0	500	500	0	500	0.0 %
	Net Expenditure over Income	0	0	500	500			
211	<u>ASHLEY PARK</u>							
4037	GROUND'S MAINTEN'CE	44	0	500	500		500	0.0 %
	ASHLEY PARK :- Expenditure	44	0	500	500	0	500	0.0 %
	Net Expenditure over Income	44	0	500	500			
212	<u>DEREHAMS PARK</u>							
4012	WATER	1,088	1,317	800	-517		-517	164.6 %
4014	ELECTRICITY	1,320	215	1,000	785		785	21.5 %
4025	INSURANCE	0	0	600	600		600	0.0 %
4036	PROPERTY MAINTEN'CE	44	140	1,000	860		860	14.0 %
4037	GROUND'S MAINTEN'CE	4,031	3,338	7,400	4,062		4,062	45.1 %

CWP C (2015/16)

Detailed Income & Expenditure by Budget Heading 31/10/2015

Month No : 7

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4038	MAINTENANCE CONTRACT	30	72	300	228		228	24.0 %
	DEREHAMS PARK :- Expenditure	<u>6,512</u>	<u>5,082</u>	<u>11,100</u>	<u>6,018</u>	<u>0</u>	<u>6,018</u>	<u>45.8 %</u>
1001	INCOME - RENTS	5,041	2,846	5,400	-2,555			52.7 %
1002	INCOME - PERMITS	1,677	272	3,200	-2,928			8.5 %
1004	INCOME - SERVICE CHS	0	0	600	-600			0.0 %
	DEREHAMS PARK :- Income	<u>6,718</u>	<u>3,118</u>	<u>9,200</u>	<u>-6,083</u>			<u>33.9 %</u>
	Net Expenditure over Income	<u>-206</u>	<u>1,964</u>	<u>1,900</u>	<u>-64</u>			
<u>214</u>	<u>STRAIGHT BIT REC</u>							
4037	GROUND'S MAINTEN'CE	175	2,233	3,000	767		767	74.4 %
	STRAIGHT BIT REC :- Expenditure	<u>175</u>	<u>2,233</u>	<u>3,000</u>	<u>767</u>	<u>0</u>	<u>767</u>	<u>74.4 %</u>
1002	INCOME - PERMITS	396	84	1,000	-916			8.4 %
1079	OTHER COST RECOVERED	0	280	0	280			0.0 %
	STRAIGHT BIT REC :- Income	<u>396</u>	<u>364</u>	<u>1,000</u>	<u>-636</u>			<u>36.4 %</u>
	Net Expenditure over Income	<u>-221</u>	<u>1,869</u>	<u>2,000</u>	<u>131</u>			
<u>215</u>	<u>GREEN DRAGON LANE SG</u>							
4036	PROPERTY MAINTEN'CE	0	10	600	590		590	1.6 %
4037	GROUND'S MAINTEN'CE	1,575	0	0	0		0	0.0 %
4038	MAINTENANCE CONTRACT	0	0	600	600		600	0.0 %
	GREEN DRAGON LANE SG :- Expenditure	<u>1,575</u>	<u>10</u>	<u>1,200</u>	<u>1,190</u>	<u>0</u>	<u>1,190</u>	<u>0.8 %</u>
1079	OTHER COST RECOVERED	2,387	0	120	-120			0.0 %
	GREEN DRAGON LANE SG :- Income	<u>2,387</u>	<u>0</u>	<u>120</u>	<u>-120</u>			<u>0.0 %</u>
	Net Expenditure over Income	<u>-812</u>	<u>10</u>	<u>1,080</u>	<u>1,070</u>			
<u>216</u>	<u>BOUNDARY PARK</u>							
4014	ELECTRICITY	84	41	100	59		59	40.6 %
4037	GROUND'S MAINTEN'CE	0	0	2,500	2,500		2,500	0.0 %
	BOUNDARY PARK :- Expenditure	<u>84</u>	<u>41</u>	<u>2,600</u>	<u>2,559</u>	<u>0</u>	<u>2,559</u>	<u>1.6 %</u>
1002	INCOME - PERMITS	46	0	0	0			0.0 %
1004	INCOME - SERVICE CHS	0	0	100	-100			0.0 %
	BOUNDARY PARK :- Income	<u>46</u>	<u>0</u>	<u>100</u>	<u>-100</u>			<u>0.0 %</u>
	Net Expenditure over Income	<u>38</u>	<u>41</u>	<u>2,500</u>	<u>2,459</u>			

CWP C (2015/16)

Detailed Income & Expenditure by Budget Heading 31/10/2015

Month No : 7

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>220</u>	<u>GENERAL RECREATION</u>							
4013	RENT	291	0	0	0		0	0.0 %
4401	DOG BIN EMPTYING	3,973	1,934	3,500	1,566		1,566	55.3 %
	GENERAL RECREATION :- Expenditure	4,265	1,934	3,500	1,566	0	1,566	55.3 %
	Net Expenditure over Income	4,265	1,934	3,500	1,566			
<u>221</u>	<u>PLAY AREAS</u>							
4042	EQUIPMENT MAINTEN'CE	4,347	0	3,000	3,000		3,000	0.0 %
4060	OTHER PROF FEES	2,658	0	1,500	1,500		1,500	0.0 %
	PLAY AREAS :- Expenditure	7,005	0	4,500	4,500	0	4,500	0.0 %
1083	THIRD PARTY CONTRIBUTION	10,000	0	0	0			0.0 %
	PLAY AREAS :- Income	10,000	0	0	0			
	Net Expenditure over Income	-2,995	0	4,500	4,500			
	Leisure Facilities :- Expenditure	23,311	10,264	29,700	19,436	0	19,436	34.6 %
	Income	24,186	8,024	15,020	-6,996			53.4 %
	Net Expenditure over Income	-875	2,240	14,680	12,440			