

CHEPPING WYCOMBE PARISH COUNCIL

LEISURE FACILITIES COMMITTEE

Meeting to be held on Thursday 25 February 2016 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 Park
 - 5.1 Pavilion
 - 5.1 Redevelopment
 - 5.2 Water – Community Orchard
6. Ashley Drive Recreation Ground Dog Bins
7. Allotments
 - 7.1 Chapel Road update
 - 7.2 Allotment Boundary (Ashley Drive)
 - 7.3 Ashley Drive Update
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
18 February 2016

AGENDA ITEM 3

Track to Scout Hut, Ashley Drive

Following the last committee meeting when it was agreed to further monitor the track, members are asked to CONSIDER a daytime site visit during the week beginning 14 March 2016.

AGENDA ITEM 4

Straight Bit Recreation Ground

4.1 Car Park Surface

Members are asked to NOTE that the surface of the car park has been cleaned.

AGENDA ITEM 5

Derehams Park

5.1 Pavilion

Members are asked to CONSIDER and, if so minded, APPROVE one of the three like for like quotes received for the relaying of the slabs to the front of the building.

Quote A: £3,250.00

Quote B: £2,800.00

Quote C: £2,720.00

Members are asked to NOTE that this was a request from the current tenant which had been highlighted at their Ofsted Inspection.

5.2 Redevelopment

Members are asked to NOMINATE ward representatives to be part of the working party to take the redevelopment of the Derehams Lane site forward.

The working party would be expected to make recommendations and report back to the Leisure Facilities committee.

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. Members are asked to CONSIDER whether to proceed further with this item.

AGENDA ITEM 6

Ashley Drive Recreation Ground Dog Bins

Members are asked to CONSIDER requests from residents to create some hardstanding around the two dog waste bins at the above site. Over the last few months the recreation ground has been prone to surface water due to the excessive rain and the ground, particularly around the bins, has been extremely muddy.

It has been noted that some dog owners have not been using the bins, due to the muddy conditions, leaving the bags of waste on the ground around the bins.

Members are asked to APPROVE the next course of action.

AGENDA ITEM 7

Allotments

7.1 Chapel Road update

Members are asked to NOTE that the required remedial works have been undertaken by the Ecotoilet company, however, the Flackwell Heath Allotment Association are still waiting for a detailed work description. The floor of the toilet was not stable and there were concerns with gapping and a trip hazard.

7.2 Allotment Boundary (Ashley Drive)

Members are asked to NOTE that the chain link fence has been erected to the rear of the scout hut as agreed at the full Council meeting in November. The Clerk is in the process of requesting a contribution towards the cost of the fence from the Scouts as per their lease.

7.3 Ashley Drive Update

Members are asked to NOTE that quotes are still awaited for the removal of the cherry trees.

AGENDA ITEM 8

Playground Feedback

Members are asked to RECEIVE an update from the playground working groups. Displays for Loudwater and Flackwell Heath will be available in the Council Chamber.

Loudwater:

Members are asked to CONSIDER the two designs and quotes received for a fitness trail and small play area at Derehams Park. All play equipment can be uplifted easily in case it needs to be moved to another part of the site. APPENDIX A (Contractor 1 quote: £29,999.00, Contractor 2 quote: £29,247.00)

Members are asked to APPROVE the next course of action.

Flackwell Heath:

Members are asked to RECEIVE a detailed update from Cllr Bailey relating to the designs on display for the recreation grounds next phases.

Tylers Green:

Members are asked to CONSIDER the two quotes for fencing and gates to the new adventure area. A further quote has been requested, the Clerk met with the contractor on 22 February.

There are to be three gate points – one for the site team to access with machinery and two pedestrian access points. Fencing is to be erected to either side of the gated access leading from the junior play area from the path.

Quotes received to date:

	Wood	Metal bow top
Quote A:	£2,850.00	
Quote B:	£1,822.35	£3,405.68

Members are asked to APPROVE the next course of action.

AGENDA ITEM 9

Signage

Members are asked to CONSIDER the two quotes for ladder boards for the recreation areas of the parish council, namely Derehams Park, Boundary Road Recreation Ground, Green Dragon Lane Sports Ground, Straight Bit Recreation Ground and Ashley Drive Recreation Ground.

	Four slats	Five slats	
Quote A	£1,150.63	£1,185.63	Air dried Oak – digital printing 'Clean it Up'
Quote B	£388.00	£447.00	Green oak posts – semi seasoned oak – no printing

Members are asked to APPROVE next course of action.

AGENDA ITEM 10

Draft Committee Budget 2016/17

Members are asked to CONSIDER and, if so minded, to propose any changes within the overall net sum of the draft committee budget prior to final approval in March. APPENDIX B

AGENDA ITEM 11

Committee Finances

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

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	45,642	10,368	-35,274

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

CONTRACTOR

ONE

£29,999.00.

DEREHAMS LANE, LOUDWATER

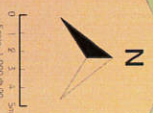
Chepping Wycombe Parish Council

Car Park

Playing Field

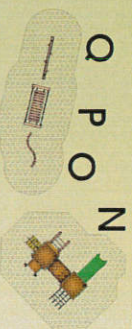
KEY:

- A. Sit Up Beams
- B. Horizontal Ladder
- C. Parallel Bars
- D. Low Hurdles
- E. Balance Run
- F. Over & Under Hurdles
- G. Log Climber
- H. 1.8m High Log Swing c/w Cradle Seats
- I. Pixie Sit-In Springer
- J. Galaxy Sit-On Springer
- K. Train Set (Locomotive, Passenger & Goods Carriages)
- L. Pair of Talking Flowers
- M. Safari Hut
- N. Raleigh 900 Multi Play Unit
- O. Log Walk Weaver
- P. Clatter Bridge
- Q. Inclined Balance Weaver



Nursery
Play Area

Existing Footpath



Nursery Area

13 PlayItems



Timber Cradle Swing

Pixie Springer

Galaxy Springer

Safari Hut

Talking Flowers

RALEIGH DOO MULTI PLAY UNIT

X2 TALKING FLOWERS

GALAXY SIT-ON SPRINGER

PIXIE SIT-IN SPRINGER

SAFARI HUT

LOCOMOTIVE WITH PASSENGER & CARGO CARRIAGES

1.8M HIGH LOG SWINGS

INCLINED BALANCE WEAVER

CLATTER BRIDGE

LOG WALK WEAVER

Raleigh MultiPlay

Inclined Balance Weaver

Clatter Bridge

Log Walk weaver

"Our Design Proposal combines a variety of innovative, durable Play Equipment incorporating a natural colour palette to compliment the surrounding landscape. The natural feel is further enhanced by the Grass-Mat Safety Surfacing creating a unique play area which can be accessed and enjoyed by children of all ages and abilities for many years to come..."



Locomotive & Carriages

Dereham's Lane Loudwater
Chepping Wycombe Parish Council



Log Climber

Over & Under Hurdles

Low Hurdles

Balance Run

Over & Under Hurdles

Log Climber

Horizontal Ladder

Horizontal Ladder

Parallel Bars

SIT-UP BEAMS

HORIZONTAL LADDER

PARALLEL BARS

LOW HURDLES

BALANCE RUN

OVER & UNDER HURDLES

LOG CLIMBER

7 PlayItems

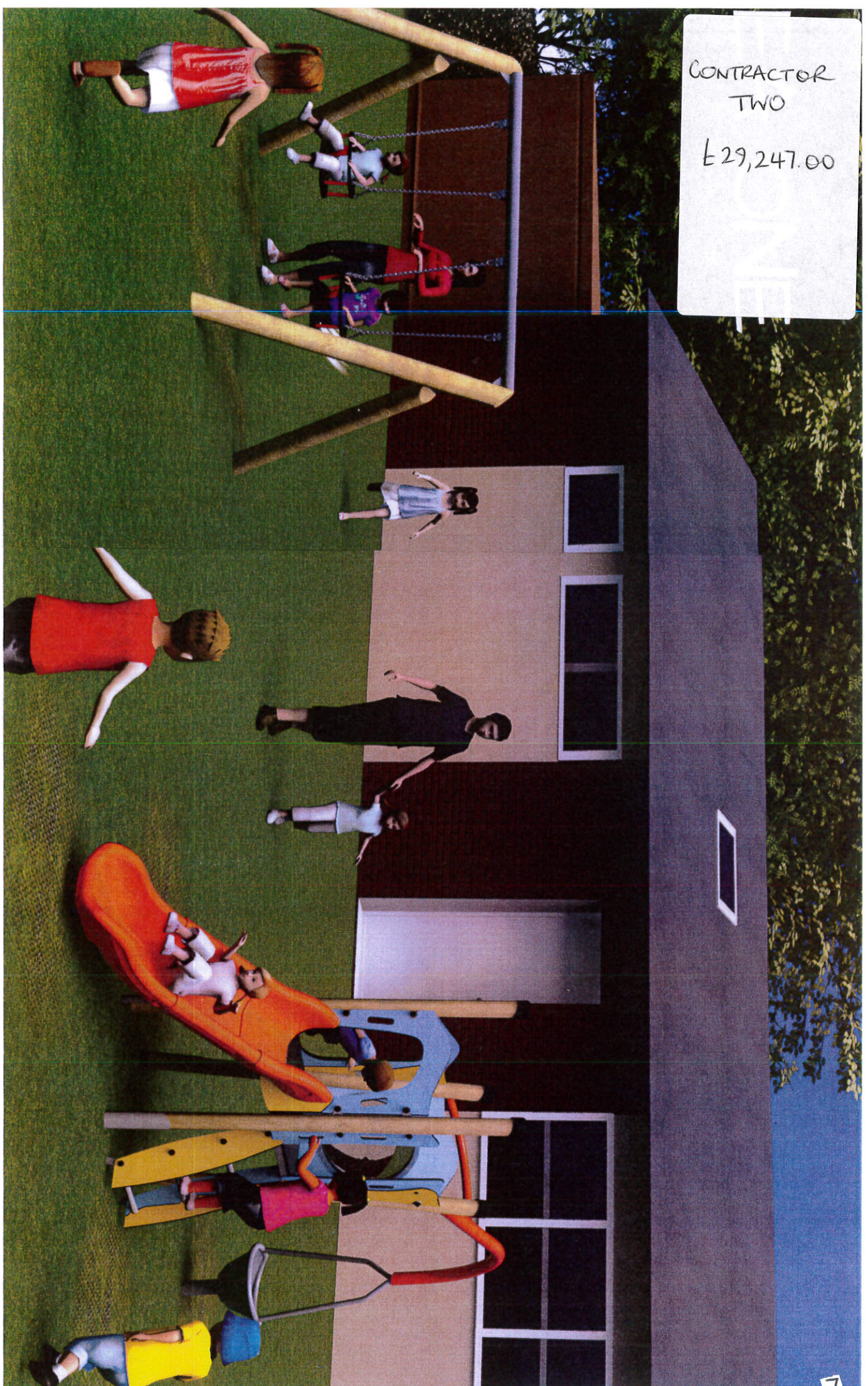
Sit-Up Beams

Follow us on
f t YouTube

Fitness Trail Area

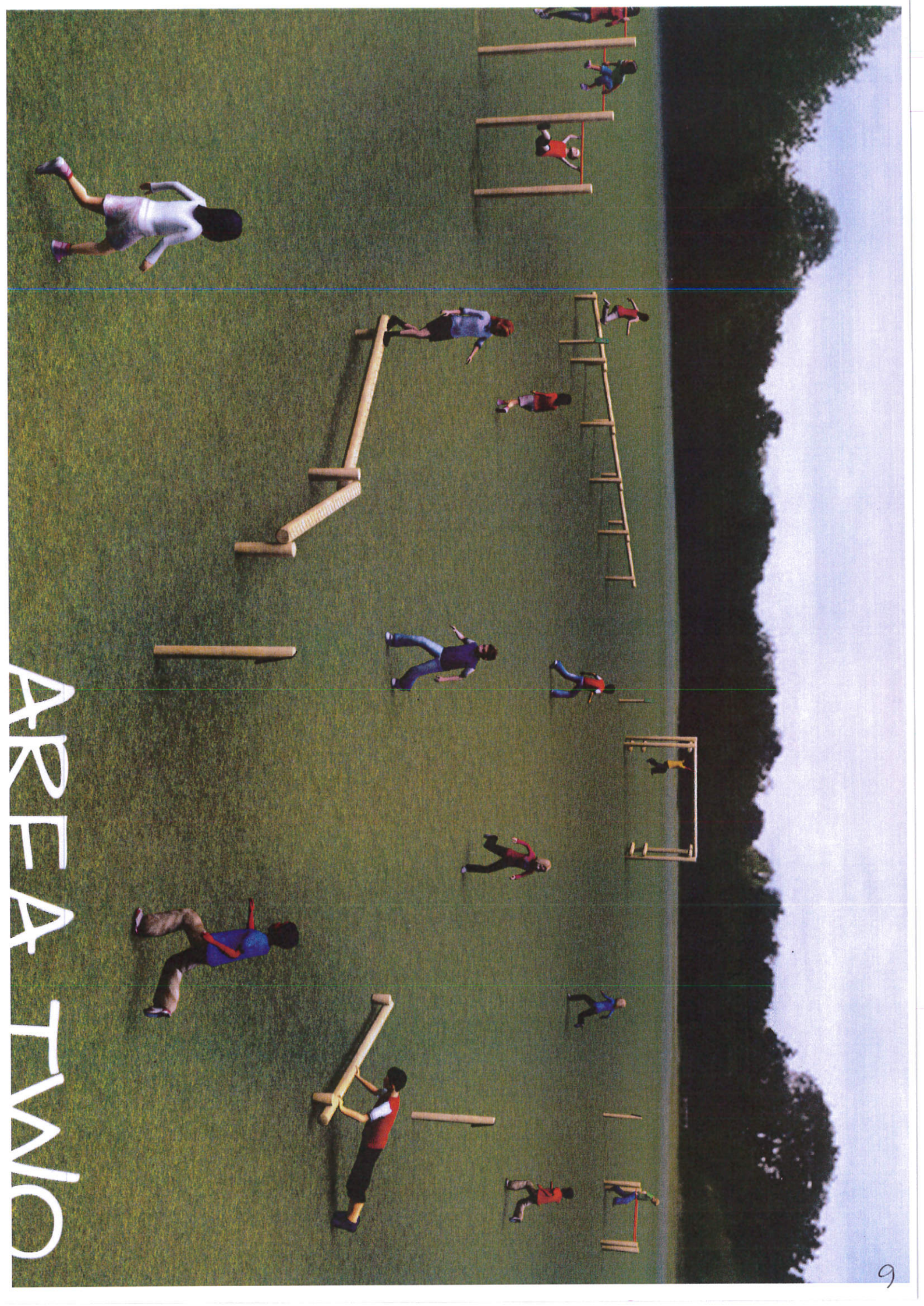
CONTRACTOR
TWO

£29,247.00

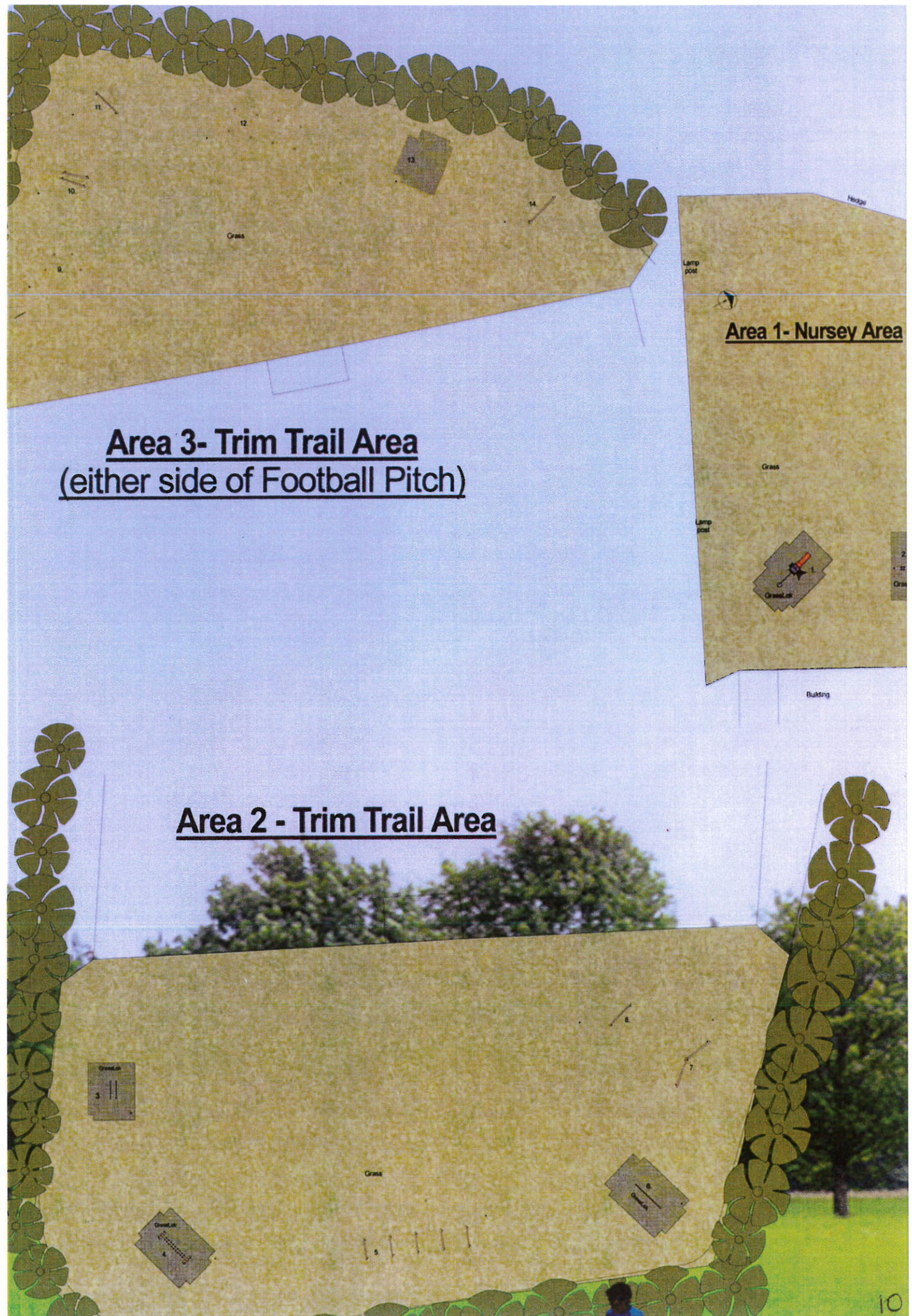


AREA THREE





AREATAVO



Area 1- Nursey Area

Area 3- Trim Trail Area (either side of Football Pitch)

Area 2 - Trim Trail Area

CWPC 2016/17

APPENDIX B

Leisure Facilities Budget 2016/17		Approved Budget 2014/15	Approved Budget 2015/16	Proposed Budget 2016/17	Variances values	Variances %s	Comments 16/17
Code	Cost centre						
201	Ashley Drive Allotments						
4,012	water	500	500	500	0	0%	
4,037	grounds maintenance	200	200	1,400	1,200	600%	Cherry trees
4,907	allotment fencing	500	500	800	300	60%	boundary
		1,200	1,200	2,700	1,500	125%	
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		Approved Budget 2014/15	Approved Budget 2015/16	Proposed Budget 2016/17	Variances		Comments 16/17
					values	%s	
	Cost centre	6,400	6,400	6,400	0	0%	
1,002	permits	3,200	3,200	2,500	-700	-22%	reduced useage
	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	1,400	400	40%	increased use
4,012	water	800	800	1,200	400	50%	increased use
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	5,000	800	19%	
	Permit & rent income	5,400	5,400	5,400	0	0%	
1,004	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	13,400	800	6%	
	Derehams Income	9,200	9,200	8,500	-700	-8%	
214	Straight Bit Recreation Ground - but not play areas see 221						
4037	ground maintenance	1,000	3,000	1,000	-2,000	-67%	reduce height barrier complete
	Track upgrade net	0	0	0	0	#DIV/0!	
		1,000	3,000	1,000	-2,000	-67%	
1002	permits	1,000	1,000	1,000	0	0%	
1083	third party contributions	0	0	0	0	#DIV/0!	
		1,000	1,000	1,000	0	0%	

CWPC 2016/17

Code		Approved Budget 2014/15	Approved Budget 2015/16	Proposed Budget 2016/17	Variances		Comments 16/17
					values	%s	
215	Cost centre Green Dragon Sports Ground						
4025	insurance	600	600	600	0	0%	
4037	ground maintenance	0	0	0	0	#DIV/0!	
4038	maintenance contract	600	600	600	0	0%	
9000	EMR Reserve						
		1,200	1,200	1,200	0	0%	
1079	other costs recovered	120	120	120	0	0%	
		120	120	120	0	0%	
216	Boundary Park Recreation Ground - but not play areas see 221						
4014	electricity	100	100	100	0	0%	
4037	ground maintenance	500	2,500	500	-2,000	-80%	inc £2k for conifer trees (15/16)
		600	2,600	600	-2,000	-77%	
1004	other costs recovered	100	100	100	0	0%	
		100	100	100	0	0%	
220	General Recreation						
4401	dog bins	4,000	3,500	4,200	700	20%	increase in dog bins
4041	Tractor hire	500	0	0	0	#DIV/0!	
		4,500	3,500	4,200	700	20%	
217	4037 Community Orchards	500	500	500	0	0%	
221	Play Area Equipment - all play sites						
4042	equipment maintenance	3,000	3,000	3,000	0	0%	
4060	other prof fees	200	1,500	1,500	0	0%	includes security
9000	EMR Play Area equipment	9,500	9,500	9,800	300	3%	balance item
		12,700	14,000	14,300	300	2%	

Leisure Facilities

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>201</u>	<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	500	500	0		0	100.0 %
	ASHLEY DRIVE ALLOT'T :- Expenditure	1,073	1,204	1,200	-4	0	-4	100.4 %
1001	INCOME - RENTS	1,736	1,901	1,900	1			100.0 %
	ASHLEY DRIVE ALLOT'T :- Income	1,736	1,901	1,900	1			100.0 %
	Net Expenditure over Income	-662	-696	-700	-4			
<u>203</u>	<u>CHAPEL ROAD ALLOT'TS</u>							
4012	WATER	582	167	800	633		633	20.9 %
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	273	1,600	1,327	0	1,327	17.1 %
1001	INCOME - RENTS	2,903	2,852	2,700	152			105.6 %
1079	OTHER COST RECOVERED	0	300	0	300			0.0 %
	CHAPEL ROAD ALLOT'TS :- Income	2,903	3,152	2,700	452			116.7 %
	Net Expenditure over Income	-325	-2,879	-1,100	1,779			
<u>204</u>	<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			
<u>211</u>	<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			
<u>212</u>	<u>DEREHAMS PARK</u>							
4012	WATER	1,088	1,411	800	-611		-611	176.4 %
4014	ELECTRICITY	1,320	1,388	1,000	-388		-388	138.8 %
4025	INSURANCE	0	0	600	600		600	0.0 %
4036	PROPERTY MAINTEN'CE	44	170	1,000	830		830	17.0 %

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4037	GROUNDS MAINTEN'CE	4,031	3,702	7,400	3,698		3,698	50.0 %
4038	MAINTENANCE CONTRACT	30	72	300	228		228	24.0 %
	DEREHAMS PARK :- Expenditure	6,512	6,743	11,100	4,357	0	4,357	60.7 %
1001	INCOME - RENTS	5,041	4,250	5,400	-1,151			78.7 %
1002	INCOME - PERMITS	1,677	870	3,200	-2,330			27.2 %
1004	INCOME - SERVICE CHS	0	0	600	-600			0.0 %
	DEREHAMS PARK :- Income	6,718	5,120	9,200	-4,081			55.6 %
	Net Expenditure over Income	-206	1,623	1,900	277			
<u>214</u>	<u>STRAIGHT BIT REC</u>							
4037	GROUNDS MAINTEN'CE	175	2,233	3,000	767		767	74.4 %
	STRAIGHT BIT REC :- Expenditure	175	2,233	3,000	767	0	767	74.4 %
1002	INCOME - PERMITS	396	84	1,000	-916			8.4 %
1079	OTHER COST RECOVERED	0	280	0	280			0.0 %
	STRAIGHT BIT REC :- Income	396	364	1,000	-636			36.4 %
	Net Expenditure over Income	-221	1,869	2,000	131			
<u>215</u>	<u>GREEN DRAGON LANE SG</u>							
4036	PROPERTY MAINTEN'CE	0	10	600	590		590	1.6 %
4037	GROUNDS 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	1,575	10	1,200	1,190	0	1,190	0.8 %
1079	OTHER COST RECOVERED	2,387	1,050	120	930			875.0 %
	GREEN DRAGON LANE SG :- Income	2,387	1,050	120	930			875.0 %
	Net Expenditure over Income	-812	-1,040	1,080	2,120			
<u>216</u>	<u>BOUNDARY PARK</u>							
4014	ELECTRICITY	84	59	100	41		41	59.4 %
4037	GROUNDS MAINTEN'CE	0	910	2,500	1,590		1,590	36.4 %
	BOUNDARY PARK :- Expenditure	84	969	2,600	1,631	0	1,631	37.3 %
1002	INCOME - PERMITS	46	0	0	0			0.0 %
1004	INCOME - SERVICE CHS	0	0	100	-100			0.0 %
	BOUNDARY PARK :- Income	46	0	100	-100			0.0 %
	Net Expenditure over Income	38	969	2,500	1,531			

CWP C (2015/16)

14:46

Detailed Income & Expenditure by Budget Heading 31/01/2016

Month No : 10

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	3,281	3,500	219		219	93.7 %
	GENERAL RECREATION :- Expenditure	<u>4,265</u>	<u>3,281</u>	<u>3,500</u>	<u>219</u>	<u>0</u>	<u>219</u>	<u>93.7 %</u>
	Net Expenditure over Income	<u>4,265</u>	<u>3,281</u>	<u>3,500</u>	<u>219</u>			
<u>221</u>	<u>PLAY AREAS</u>							
4042	EQUIPMENT MAINTEN'CE	4,347	682	3,000	2,318		2,318	22.7 %
4060	OTHER PROF FEES	2,658	0	1,500	1,500		1,500	0.0 %
	PLAY AREAS :- Expenditure	<u>7,005</u>	<u>682</u>	<u>4,500</u>	<u>3,818</u>	<u>0</u>	<u>3,818</u>	<u>15.2 %</u>
1083	THIRD PARTY CONTRIBUTION	10,000	0	0	0			0.0 %
	PLAY AREAS :- Income	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>0</u>			
	Net Expenditure over Income	<u>-2,995</u>	<u>682</u>	<u>4,500</u>	<u>3,818</u>			
	Leisure Facilities :- Expenditure	<u>23,311</u>	<u>15,395</u>	<u>29,700</u>	<u>14,305</u>	<u>0</u>	<u>14,305</u>	<u>51.8 %</u>
	Income	<u>24,186</u>	<u>11,587</u>	<u>15,020</u>	<u>-3,434</u>			<u>77.1 %</u>
	Net Expenditure over Income	<u>-875</u>	<u>3,809</u>	<u>14,680</u>	<u>10,871</u>			