

## TENBURY TOWN COUNCIL 2013/14 – PR04

Minutes of the meeting of the **PREMISES COMMITTEE** held on **Monday 11<sup>th</sup> November 2013 at 8.05pm** in the **Pump Rooms, off Teme Street**, Tenbury Wells.

PRESENT: Cllr E. Weston (Chairman), Cllrs E. Hudson (Deputy Chairman), Cllrs M. Drummond, J. Morgan, Cllr D. Ingram, J. Watson, Mayor Cllr G Price  
IN ATTENDANCE: Town Clerk

### **4.1 Apologies. To consider the acceptance of apologies for absence from Councillors**

None

### **4.2 Declarations of Interest.**

Cllr Watson declared a personal interest as a Regal Tenbury Trust Volunteer  
The Mayor declared a personal interest as Chair of TUFC

### **4.3 To approve as a true and accurate record the resolutions and Minutes of the Premises Committee meeting held on 16<sup>th</sup> September 2013.**

The Minutes of the previous meeting held on 16<sup>th</sup> September 2013 were approved and signed by the Chairman as a true and correct record of proceedings.

### **4.4 To review actuals v. budget to date**

Members reviewed their budget to date and felt it remained on target. (Actual Figures to Nov 2013 shown in relevant column on Appendix B)

**RESOLVED** that the budget position be accepted.

### **4.5 Premises Reports**

- Regal – Cllr Hudson
  - Recent issues had arisen with water coming in over the stage area in particularly bad weather. Harpers had investigated and repaired loose flashing.
  - External emergency lights on Community Centre were not working and needed replacement. 3 lights which would cost around £20 each plus labour. Clerk had given go ahead for this work to be carried out at Council expense.
  - Community Centre entrance doors required work as the closing mechanism was broken and water ingress under the door was leading to raised tiles. Initial quotation of £1183 had been received but this was to be checked and further quotations requested before proceeding further. Work to door and also to fascia above it were necessary however.
- Pavilion – Cllr Drummond – No new issues
- Changing Rooms – Cllr Ingram – Not as tidy as could be. Need better attention to cleaning.
- Pump Rooms Cllr Morgan – OK but paths need clearing of weeds.

### **4.6 To be updated on progress with sale of the Old Mortuary**

The Clerk reported that the transfer documents were still awaited to complete the sale. These were expected within the week.

### **4.7 To be updated on works at the Regal**

Works to areas of damp were agreed to commence in January. Repainting by the mural artist would take place as soon as possible once the new plaster had dried out.

### **4.8 To consider charges for use of Council Facilities in 2014/15**

Members considered charges for hire of the Pump Rooms and felt that no increase should be made.

**RESOLVED** that it be recommended to the Finance Committee that there be no increase in charges for 2014/15. Proposed charges as per Appendix A.

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**4.9 To consider items for inclusion in the 2014/15 Budget and agree the Premises budget to be put forward for consideration by the Finance Committee on 25th November 2013**

Members considered the proposed budgets (Appendix B) The provision of Sink Funds was felt to be necessary to allow for forward management of Council owned buildings and members felt that priority in allocation of Sink Funds should be given to premises.

**RESOLVED** that the proposed Premises budget for 2014/15 be recommended to the Finance Committee for final consideration.

**4.10 Councillors' reports and items for future agenda**

None

Meeting Closed at 9:05pm

Signed .....

Dated .....

**Tenbury Town Council - Prices and Charges**

	<b>2014/15</b> <i>Proposed</i>	2013/2014	2012/2013	2011/2012
<b>TENNIS COURTS FEES</b>				
ADULT per Hour	£ 2.00	£ 2.00	£ 2.00	£ 2.00
16 years and under per Hour	£ 1.00	£ 1.00	£ 1.00	£ 1.00
<b>BOWLING GREEN FEES</b>				
ADULT per Hour	£ 2.00	£ 2.00	£ 2.00	£ 2.00
<b>Palmers Meadow</b>				
May Fair	£ 735.00	£ 735.00	£ 735.00	£ 735.00
Overflow Car Park Car Boot	£ 40.00	£ 40.00	£ 40.00	£ 40.00
One Off Pitch Hire 2 hours	£ 20.00	£ 20.00	£ 20.00	
<b>The Burgage</b>				
Events charging an entrance fee eg. Bonfire or Applefest	£ 110.00	£ 110.00	£ 110.00	£ 107.00
Car Boot	£ 160.00	£ 160.00	£ 160.00	£ 160.00
<b>TENBURY CEMETERY</b>				
Residents of Tenbury Wells				
Erection of headstone	£ 40.00	£ 40.00	£ 40.00	£ 40.00
Interment in Existing Grave Space	£ 40.00	£ 40.00	£ 40.00	£ 40.00
Interment in New Grave Space	£ 90.00	£ 90.00	£ 90.00	£ 90.00
Non- residents of Tenbury Wells				
Erection of headstone	£ 70.00	£ 70.00	£ 70.00	£ 70.00
Interment in Existing Grave Space	£ 70.00	£ 70.00	£ 70.00	£ 70.00
Interment in New Grave Space	£ 160.00	£ 160.00	£ 160.00	£ 160.00
<b>Caravans per Night</b>				
per Van under 5 caravans	£ 10.00	£ 10.00	£ 10.00	£ 10.00
per Van over 5 caravans	£ 8.00	£ 8.00	£ 8.00	£ 8.00
Tents	£ 5.00	£ 5.00	£ 5.00	£ 5.00
<b>The Pump Rooms</b>				
Hour Rate	£ 10.00	£ 10.00	£ 10.00	£ 12.00
2 hours	£ 9.00	£ 9.00	£ 9.00	
Half Day per hour (4 hours)	£ 8.00	£ 8.00	£ 8.00	
Day Rate per hour (8 hours)	£ 7.00	£ 7.00	£ 7.00	
Wedding (Half Hour Slot) Main Room and Back Room	£ 50.00	£ 50.00	£ 50.00	£ 40.00

2014-15 Proposed Budget

PREMISES

EXPENDITURE	2013 / 14 BUDGET Approved Dec 2012	Carried over From RESERVES	Total Budgeted Spend including reserves	2013 / 14 REVISED 04/10/13	Total REVISED Budgeted Spend including reserves	ACTUAL to Nov 2013	PROJECTED TO END MARCH 2014	End of Year Unspent	2014/15 BUDGET Proposals	VARIANCE to Previous Year	INCOME	2013 / 14 BUDGET Approved Dec 2012	ACTUAL to Nov 2013	PROJECTED TO END MARCH 2014	2014/15 BUDGET Proposals	VARIANCE to Previous Year
<b>Property Running Costs</b>																
<b>Pump Rooms</b>											<b>Pump Rooms</b>					
Gas	2000		2000	2000	2000	338.96	2,000	-	1,500	-500	Bookings	5600	2090	3000	4000	-1,600
Electricity	660	300	960	660	960	614.38	960	-	1,500	840						
Water	300	2000	300	300	2300		200	2,100	200	-100						
Rates	3100		3100	3100	3100	2364.8	2,957	143	3,100							
Building Maintenance	2000	600	2600	2000	2600	407.87	2,500	100	2,000							
Fire Extinguishers/Alarm	600		600	600	600	237.64	600	-	400	-200						
Electrical Maintenance/Checks	200	345	545	200	545		500	45	200							
SINK Fund	200		200	200	200		200	-	200							
Cleaning Materials/Disposables	50		50	50	50	33.36	50	-	50							
Fountain & Bathtub Restoration	500	500	1000	500	1000			1,000	-	-500						
Wedding License	500		500	500	500		500	-	500							
<b>SINK Fund</b>									<b>4,000</b>	4,000						
	<b>10110</b>	<b>1545</b>	<b>11655</b>	<b>10110</b>	<b>11655</b>	<b>3997.01</b>	<b>10,507</b>	<b>1,148</b>	<b>13,650</b>	3,540						
<b>Regal &amp; Community Centre</b>											<b>Regal &amp; Community Centre</b>					
Building Maintenance			1500	1500	1500	1657	2,000	500	2,500	1,000	RTT Rent	4400	3299	4400	4400	
Trust Donation	10000		10000	10000	10000		10,000	-	10,000							
<b>SINK Fund</b>	4000		2500	2500	2500	10000	2,500	-	4,000	1,500						
	<b>14000</b>		<b>14000</b>	<b>14000</b>	<b>14000</b>	<b>11657</b>	<b>14,500</b>	<b>500</b>	<b>16,500</b>	2,500						
<b>Pavilion &amp; Groundsmans Shed</b>											<b>Pavilion &amp; Groundsmans Shed</b>					
Electricity	1100		1100	1100	1100	373.64	1,100	-	1,100							
Water	200		200	200	200	90.72	100	100	200							
Rates	400		400	400	400	259.4	324	76	400							
Building Maintenance	500	170	670	500	670	685.67	670	-	500							
Electrical Maintenance	300	150	1000	1000	1150	452.92	453	697	500	-500						
Pavilion Roof Maintenance	1000		450	300	300		1,000	700	500	200						
<b>SINK Fund</b>									<b>2,000</b>	2,000						
	<b>3500</b>	<b>320</b>	<b>3820</b>	<b>3500</b>	<b>3820</b>	<b>1862.35</b>	<b>3,647</b>	<b>173</b>	<b>5,200</b>	1,700						
<b>Changing Rooms</b>											<b>Changing Rooms</b>					
Electricity	550		550	550	550	236.71	550	-	550		Changing Rooms Meter	400	160	300	400	
Water	200		200	200	200	54.52	100	100	200							
Building Maintenance	250		250	250	250	315	315	65	500	250						
Electrical Maintenance	150		150	150	150	129	150	-	500	350						
<b>SINK Fund</b>									<b>1,000</b>	1,000						
	<b>1150</b>		<b>1150</b>	<b>1150</b>	<b>1150</b>	<b>735.23</b>	<b>1,115</b>	<b>35</b>	<b>2,750</b>	1,600						
<b>Old Mortuary</b>											<b>Old Mortuary</b>					
Building Maintenance	1000		1000	1000	1000		-	1,000	-	-1,000	Mortuary Rent	150				-150
Renovations	2000		2000	2000	2000		1,000	1,000	-	-2,000						
	<b>3000</b>		<b>3000</b>	<b>3000</b>	<b>3000</b>		<b>1,000</b>	<b>2,000</b>	<b>-</b>	<b>-3,000</b>						
Subtotal	<b>31760</b>	<b>1865</b>	<b>33625</b>	<b>31,760</b>	<b>33625</b>	<b>18251.59</b>	<b>30,426</b>	<b>3,199</b>	<b>38,100</b>	6,340						
<b>Contingency Fund</b>	1000		1000	1000	2865	3	1,000	1,865	1,000							
<b>PREMISES</b>	<b>32760</b>	<b>1865</b>	<b>34625</b>	<b>32,760</b>	<b>34625</b>	<b>18254.59</b>	<b>31,426</b>	<b>3,199</b>	<b>39,100</b>	6,340	<b>PREMISES</b>	<b>10550</b>	<b>5549</b>	<b>7700</b>	<b>8800</b>	<b>-1,750</b>