

Minutes of the meeting of the **PREMISES COMMITTEE** held on **Monday 17th November 2014 at 7.45pm** in the **Pump Rooms, off Teme Street**, Tenbury Wells.

PRESENT: Cllr E. Weston (Chairman), Cllrs M. Drummond, E. Hudson, J. Watson, Cllr D. Ingram, Cllr J. Morgan

IN ATTENDANCE: Town Clerk , The Mayor

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

None

4.2 Declarations of Interest.

None

4.3 Public Participation

None

4.4 To approve as a true and accurate record the resolutions and Minutes of the Premises Committee meeting held on 15th September 2014.

The Minutes of the previous meeting held on 15th September 2014 were approved and signed by the Chairman as a true and correct record of proceedings.

4.5 To review Actuals v. Budget to date

Members reviewed their budget to date and felt it was on target. (Appendix A)

RESOLVED that the budget position be approved.

4.6 Premises Reports

- Regal – The Clerk reported that following the last meeting a site had taken place with the Architect and Main Contractor and the guttering issue on the side of the auditorium had now been addressed. Discussions were still ongoing regarding the emergency lighting system with no final solution yet identified. Cllr Hudson said that it was time to make it clear that a conclusion to the lighting issue must be found without further delay or the Council would look for a solution elsewhere. The Architect was to be asked to give a date for resolution after which the Council would seek to appoint an independent consultant to sort this out. The previous consultant should be asked to confirm whether the present solution fulfils our obligations in terms of public safety. The Clerk to follow up.
- Pavilion – Cllr Drummond – No change
- Changing Rooms – Cllr Ingram – Believed that TUFC wer trying to keep this as tidy as possible.
- Pump Rooms - Cllr Morgan – No change.

4.7 To consider proposal for trellis to better screen the view from the main assembly room in the Pump Rooms.

Members considered a quotation for supply and installation of trellis along the fence and agreed that the wished this work to go ahead.

RESOLVED that trellis be installed as per the quotation from Eardiston Sawmill Ltd.

4.8 To consider offering a donation of a hire of the Pump Rooms to NILS raffle.

Members considered this proposal to offer half a day hire as a raffle prize.

RESOLVED with 5 For and 1 Abstention to donate one half day hire of the Pump Rooms.

4.9 To consider charges for use of Council Facilities in 2015/16.

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 2015/16. Proposed charges as per Appendix B.

4.10 To consider items for inclusion in the 2015/16 Budget and agree the Premises budget to be put forward for consideration by the Finance Committee on 24th November 2014.

Members considered the proposed budgets (Appendix C).

RESOLVED that the proposed Premises budget for 2015/16 be recommended to the Finance Committee for final consideration.

4.11 To be updated on the shower in the Referee’s Changing Room.

The Clerk reported that the shower had been repaired by simple replacement of the hose and shower head.

4.12 To be updated on the meeting held with representatives of Tenbury Community Pool regarding plans for new changing rooms.

The Mayor and Cllr Ingram reported that they had met with representatives of TCP to discuss the possibility of synergies between the Council’s plans for changing rooms and aspirations for the pool. There had been some very positive discussion. TCP had no objection to the idea of an extension being added to the pool to accommodate dry changing facilities and it seemed that a joint scheme could benefit the pool in the long run. The new management company, Freedom Leisure, would take over on 1st February 2015 and discussions would move forward after that date.

4.13 Correspondence for Information.

None

4.14 Councillors’ reports and items for future agenda

Cllr Hudson – asked that three meetings not be scheduled on the same night in future.

Meeting Closed at 9:52 pm

Signed

Dated

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PREMISES							PREMISES					
EXPENDITURE	Re Forecast Budget 20/10/14	Total Budgeted Spend incl Reserves	ACTUAL	PROJECTED TO DATE	% of Budget Reached TO DATE	March 2014 YEAR END PROJECTED	INCOME	ORIGINAL BUDGET	ACTUAL	PROJECTED TO DATE	% of Budget Reached TO DATE	March 2014 YEAR END PROJECTED
	2014-15	2014-15	Nov-14	Dec-14				2014-15	Nov-14	Dec-14		
Pump Rooms							Pump Rooms					
Gas	1500	1500	258.81	258.81	17%	1,300.00	Bookings	4000	2544.4	2544.4	64%	3500
Electricity	1500	1500	402.12	402.12	27%	1,100.00						
Water	200	200				100.00						
Rates	3100	3100	2,412.40	2,713.40	88%	3,015.00						
Building Maintenance	3330	3330	1,606.31	1,606.31	48%	3,330.00						
Fire Extinguishers/Alarm	200	200	85.00	85.00	43%	200.00						
Electrical Maintenance/Checks	200	200	13.20	13.20	7%	200.00						
Boiler Maintenance	200	200				200.00						
Cleaning Materials/Disposables	50	50	21.22	21.22	42%	50.00						
Wedding License	500	500	500.00	500.00	100%	500.00						
Project Reserves	4000	4000	4,000.00	4,000.00	100%	4,000.00						
Pump Rooms	14780	14780	9,299.06	9,600.06	65%	13,995.00		4,000.00	2544.4	2544.4	64%	3500
Regal							Regal & C.Centre					
Building Maintenance	2500	2500	560.38	1,510.38	60%	2,500.00	Rent	4400	2,202.00	2,569.00	58%	4,400.00
Project Reserves	4000	4000	10,000.00	10,000.00	100%	4,000.00						
RTT Grant Donation	10000	10000	10,000.00	10,000.00	100%	10,000.00						
Regal	16500	16500	10,560.38	15,510.38	94%	16,500.00		4400				
Pavilion & Groundsmans Shed												
Electricity	1100	1100	211.88	211.88	19%	1,100.00						
Water	200	200	92.26	92.26	46%	100.00						
Rates	400	400	263.70	296.70	74%	330.00						
Building Maintenance	500	500				500.00						
Electrical Maintenance	500	500	234.00	234.00	47%	400.00						
Pavilion Roof Maintenance	250	250				250.00						
Project Reserves	2000	2000	2,000.00	2,000.00	100%	2,000.00						
Pavilion & Shed	4950	4950	2,801.84	2,834.84	57%	4,680.00		-				
Changing Rooms							Changing Rooms Meter	400	91.00	91.00	23%	250.00
Electricity	550	550	114.85	114.85	21%	550.00						
Water	200	200	115.63	115.63	58%	170.00						
Building Maintenance	500	500	22.34	22.34	4%	500.00						
Electrical Maintenance	500	500	49.50	49.50	10%	500.00						
Project Reserves	1000	1000	1,000.00	1,000.00	100%	1,000.00						
Changing Rooms	2750	2750	1,302.32	1,302.32	47%	2,720.00		400.00				300
	38980	38980	23,963.60	29,247.60	75%	37,895.00						
Contingency Fund	1000	1000				1,000.00						
PREMISES TOTAL	39980	39980	23963.6	29247.6	73%	38895	PREMISES TOTAL	8800	4837.4	5204.4	59%	8150

Tenbury Town Council - Prices and Charges

	2015/16 <i>Proposed</i>	2014/15	2013/2014	2012/2013
TENNIS COURTS FEES				
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
BOWLING GREEN FEES				
ADULT per Hour	£ 2.00	£ 2.00	£ 2.00	£ 2.00
Palmers Meadow				
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	£ 20.00
The Burgage				
Events charging an entrance fee eg. Bonfire or Applefest	£ 110.00	£ 110.00	£ 110.00	£ 110.00
Car Boot	£ 160.00	£ 160.00	£ 160.00	£ 160.00
TENBURY CEMETERY				
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
Caravans per Night				
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
	2015/16 <i>Proposed</i>	2014/15	2013/2014	2012/2013
The Pump Rooms				
Hour Rate	£ 10.00	£ 10.00	£ 10.00	£ 10.00
2 hours	£ 9.00	£ 9.00	£ 9.00	£ 9.00
Half Day per hour (4 hours)	£ 8.00	£ 8.00	£ 8.00	£ 8.00
Day Rate per hour (8 hours)	£ 7.00	£ 7.00	£ 7.00	£ 7.00
Wedding (Half Hour Slot) Main Room and Back Room	£ 50.00	£ 50.00	£ 50.00	£ 50.00

2015/16 Proposed Budget

PREMISES

EXPENDITURE	2014 / 15 BUDGET APPROVED 02/12/13	Carried over From RESERVES	Total Budgeted Spend including reserves	2014 /15 REVISED 20/10/14	Total REVISED Budgeted Spend including reserves	ACTUAL to 14 Nov 2014	PROJECTED TO END MARCH 2015	End of Year Unspent	2015/16 BUDGET Proposals	VARIANCE to Previous Year	INCOME	2014 / 15 BUDGET APPROVED 02/12/13	ACTUAL to 14 Nov 2014	PROJECTED TO END MARCH 2014	2015/16 BUDGET Proposals	VARIANCE to Previous Year
Property Running Costs																
Pump Rooms											Pump Rooms					
Gas	1500		1500	1500	1500	258.81	1,300	200	1,300	-200	Bookings	4000	2527	3500	4000	
Electricity	1500		1500	1500	1500	402.12	1,100	400	1,100	-400						
Water	200		200	200	200		100	100	150	-50						
Rates	3100		3100	3100	3100	2,412.40	3,015	85	3,100							
Building Maintenance	2000		2000	3330	3330	1,606.31	3,330	-	2,000	-1,330						
Fire Extinguishers/Alarm	400		400	200	200	85.00	200	-	200							
Electrical Maintenance/Checks	200		200	200	200	13.20	200	-	200							
Boiler Maintenance	200		200	200	200		200	-	200							
Cleaning Materials/Disposables	50		50	50	50	21.22	50	-	50							
Wedding License	500		500	500	500	500.00	500	-	-	-500						
Project Reserves	4000		4000	4000	4000	4,000.00	4,000	-	4,000							
Pump Rooms	13650		13650	14780	14780	9299.06	13,995	785	12,300	-2,480						
Regal & Community Centre											Regal & Community Centre					
Building Maintenance	2500		2500	2500	2500	560.38	2,500	-	2,500		RTT Rent	4400	2202	4,400.00	4400	
Project Reserves	4000		4000	4000	4000		4,000	-	4,000							
Trust Donation	10000		10000	10000	10000	10,000.00	10,000	-	10,000							
Regal & Community Centre	16500		16500	16500	16500	10560.38	16,500	-	16,500							
Pavilion & Groundsmans Shed											Pavilion & Groundsmans Shed					
Electricity	1100		1100	1100	1100	211.88	1,100	-	1,100							
Water	200		200	200	200	92.26	100	100	150	-50						
Rates	400		400	400	400	263.70	330	70	340	-60						
Building Maintenance	500		500	500	500		500	-	500							
Electrical Maintenance	500		500	500	500	234.00	400	100	500							
Pavilion Roof Maintenance	500		500	250	250		250	-	250							
Project Reserves	2000		2000	2000	2000	2,000.00	2,000	-	2,000							
Pavilion & Groundsmans Shed	5200		5200	4950	4950	2801.84	4,680	270	4,840	-110						
Changing Rooms											Changing Rooms					
Electricity	550		550	550	550	114.85	550	-	550		Changing Rooms Meter	400	91.00	250.00	250	-150
Water	200		200	200	200	115.63	170	30	170	-30						
Building Maintenance	500		500	500	500	22.34	500	-	500							
Electrical Maintenance	500		500	500	500	49.50	500	-	500							
Project Reserves	1000		1000	1000	1000	1,000.00	1,000	-	2,000	1,000						
Changing Rooms	2750		2750	2750	2750	1302.32	2,720	30	3,720	970						
Subtotal	38100		38100	38,980	38980	23963.60	37,895	1,085	37,360	-1,620						
Contingency Fund	1000		1000	1000	1000		1,000	-	1,000							
PREMISES	39100		39100	39,980	39980	23963.60	38,895	1,085	38,360	-1,620	PREMISES	8800	4820	8150	8650	-150