

TENBURY TOWN COUNCIL 2012/13 – AM01

Minutes of the meeting of the **AMENITIES COMMITTEE** held on **Monday 19th November 2012 at 7.45 pm in the Pump Rooms, Teme Street, Tenbury Wells.**

PRESENT: Cllr J. Da Costa (Chairman), Cllr D. Ingram (Deputy Chair), A. Rigby, E. Weston

IN ATTENDANCE: Town Clerk

APOLOGIES: M. Drummond

1.1 To elect a Chairman

Cllr Da Costa was elected unopposed. Proposed Cllr Weston, seconded Cllr Ingram.

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

Apologies had been received from Cllr Drummond.

RESOLVED that apologies be accepted.

1.3 Declarations of Interest

None

1.4 To elect a Deputy Chairman

Cllr Ingram was elected unopposed. Proposed Cllr Da Costa, seconded Cllr. Weston.

1.5 To approve as a true and accurate record the resolutions and Minutes of the final Parks & Cemeteries Committee meeting held on 1st October 2012.

The minutes of the meeting held on 1st October were approved and signed by the Chairman.

1.6 To confirm responsibilities for specific areas and review and reporting requirements

Tennis Courts – Cllr Drummond

Palmers Meadow – Cllr Da Costa

Cemetary – Cllr Weston

Burgage – Cllr Rigby

Bowling Green – Cllr Ingram

It was further discussed that a checklist should be drawn up so that the condition of each facility could be regularly assessed. The Clerk to draw up a checklist for review at the next meeting. It was suggested that checks should be carried out 3 times a year or seasonally and that those who used the facilities should also be consulted as part of the process to better understand their use and future needs. It was also requested that the Groundsman give a report at future meetings.

1.7 To Review Actuals v. Budget to date

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

RESOLVED that the budget position be accepted.

1.8 To consider items for inclusion in 2013/2014 budget

Members reviewed and discussed the budget proposals prepared by the Clerk and amended them accordingly. See attached Appendix B for final budget figures proposed by the committee.

RESOLVED that the proposed budget be recommended for acceptance by the Finance Committee and inclusion in the overall 2013/14 budget.

1.9 Correspondence for Information

None

1.10 Clerk's report including any Urgent Decisions since the last meeting

None

1.11 Councillors' reports and items for future agenda

Path to Tennis Courts

Tree Survey

Facilities Checklist

Training Courses

Groundsmans Report

Meeting Closed at 7:50pm

Signed

Dated

AMENITIES				AMENITIES				AMENITIES			
EXPENDITURE	REVISED BUDGET 25/06/2012	From RESERVE S	Total Budgeted Spend	Actual	Actual	% of Budget Reached TO DATE	INCOME BUDGET	Actual	Actual	% of Budget Reached TO DATE	
Property Running Costs	2012/13		2012/13	Nov-11	Dec-11			Nov-11	Dec-11		
Treatment & Seafyring	2800		2800				Bowling Cl	540	539.00	539.00	100%
							Bowling Lg	540	539.00	539.00	100%
							Pay Per Use Fees	1080	1,078.00	1,078.00	100%
Tennis Courts	2,800.00	-	2,800.00								
Repair & Upkeep	500	390	890	329.39	329.39	37%	Tennis Clu	938	938.00	938.00	100%
Tennis Court Path	250		250	119.00	119.00	27%	Pay per Us	250	238.00	238.00	95%
	750.00	390.00	1,140.00	329.39	329.39	29%		1188	1,176.00	1,176.00	99%
Burgrave											
Grass Cutting	1700		1700				Bonfire	110	110.00	110.00	100%
Kyle Bank Strimming	700		700								
Play Area	500		500	351.75	351.75	70%	Car Boot S	700	140.00	140.00	20%
Shrubs & Flowers	500		500	136.00	136.00	27%	Hanging Baskets				
Japanese Knotweed	630		630	119.00	119.00	19%					
	4,030.00	-	4,030.00	606.75	606.75	15%	Hanging B	810	250.00	250.00	31%
Palmers											
Grass Cutting	1700		1700				Football Cl	967	479.75	479.75	50%
Hedge Cutting	100		100				Rugby Clu	580	440.50	440.50	75%
Car Park Rates	4100		4100	3240.00	3645.00	79%	May Fair	735	735.00	735.00	100%
							Scout Hut	5			
	5,900.00	-	5,900.00	3,240.00	3,645.00	55%	Skip Rent.	350			
General Costs								2647	1,655.25	1,655.25	63%
Groundsman Tools	200	100	300	209.14	209.14	70%					
Petrol/Diesel	400		400	124.04	124.04	36%	Cemetery	200	70.00	70.00	35%
Maintenance of Equipment	600		600	523.50	523.50	87%					
Maintenance Costs	1000		1000	459.17	459.17	46%					
Tree Work	2000	1000	3000								
Groundsman Training	350		350								
	4,550.00	1,100.00	5,550.00	1,315.85	1,315.85	24%		200	70.00	70.00	35%
	18,030.00	1,490.00	19,420.00	5,491.99	5,869.99	28%		5925	4,229.25	4,229.25	65%
Contingency Fund											
				100.00	100.00	10%					
AMENITIES TOTAL	19,030.00	1,490.00	20,420.00	5,591.99	5,969.99	27%	AMENITIE	5925	4,229.25	4,229.25	65%

Administration

AMENITIES	2012 / 13 BUDGET AGREED JAN 2012	2012 / 13 REVISED JUNE 2012	ACTUAL END NOV 2012	PROJECTED TO END MARCH 2013	2013 / 14 BUDGET PROPOSAL	VARIANCE to 2012/13
EXPENDITURE						
Property Running Costs						
Bowling Green						
Treatment & Scarifying	2800	2800		1500	1500	-1,300
Regular Upkeep						
Bowling Green	2800	2800		1500	1500	-1,300
Tennis Courts						
Repair & Upkeep	500	500	329.39	500	1000	500
Path	250	250		250	500	250
Tennis Courts	750	750	329.39	750	1500	750
Burgage						
Grass Cutting	1700	1700		1700	1900	200
Kyre Banks	700	700		700	800	100
Play Area	500	500	351.75	500	500	
Shrubs & Flowers	500	500	136.00	500	500	
Japanese Knotweed	630	630	119.00	250	500	-130
Premises License					100	100
Honeycomb Grid re. Access/Parking					2000	2,000
Burgage	4030	4030	606.75	3650	6300	2,270
Palmers						
Grass Cutting	1700	1700		1700	1900	200
Hedge Cutting	100	100		100	100	
Car Park Rates	4100	4100	3240.00	4100	4300	200
Car Park - Re Paint Lines					1000	1,000
	5900	5900	3240.00	5900	7300	1,400
General Costs						
Groundsman Tools	200	200	209.14	209.14	300	100
Petrol/Diesel	400	400	124.04	200	300	-100
Maintenance of Equipment	600	600	523.50	600	600	
Maintenance Costs	1000	1000	459.17	1000	1000	
Tree Work	2000	2000		2000		
Groundsman's Training	350	350			700	350
	4550	4550	1315.85	4009.14	4900	350
	18030	18030	5491.99	15809.14	21500	3,470
Contingency Fund	1000	1000	694.22	1000	1000	
AMENITIES TOTAL	19030	19030	6186.21	16809.14	22500	3,470

AMENITIES	2012 / 13 BUDGET AGREED JAN 2012	2012 / 13 REVISED JUNE 2012	ACTUAL END NOV 2012	PROJECTED TO END MARCH 2013	2013 / 14 BUDGET PROPOSAL	VARIANCE to 2012/13
INCOME						
Bowling Green						
Bowling Club	540	540	539	539	550	10
Bowling League	540	540	539	539	550	10
Pay per Use Fees						
	1080	1080	1078	1078	1100	20
Tennis Courts						
Tennis Club Fees	938	938	938	938	939	1
Pay per Use Fees	250	250	238	250	250	
	1188	1188	1176	1188	1189	1
Burgage						
Bonfire	110	110		110	120	10
Car Boot Sales	700	700	140	600	600	-100
	810	810	140	710	720	-90
Palmers						
Football Club	967	967	480	967	967	
Rugby Club	590	590		590	600	10
May Fair	735	735	735	735	735	
Skip Rent, annual.	350	350		350		-350
Scout Hut	5	5		5	5	
	2647	2647	1215	2647	2307	-340
Other						
Cemetery charges	200	200	70	70	200	
	200	200	70	70	200	
	5925	5925	3679	5693	5516	-409
AMENITIES	5925	5925	3679	5693	5516	-409