

NAILSEA TOWN COUNCIL

ENVIRONMENT AND LEISURE COMMITTEE 27th JANUARY 2016



A meeting of the Environment and Leisure Facilities Committee will be held on Wednesday 27th January 2016 at 7.30pm at the Tithe Barn.

AGENDA

Please turn off mobile phones before the meeting

1. Apologies
2. Declaration of Interest
3. Confirmation of the minutes of the Environment and Leisure Committee held on 18th November 2015 – previously circulated
4. **Playing Fields and Play/Recreation Areas**
 - a) Report by representative of Nailsea Playing Fields Association and Grove Sports and Social Club
5. **Allotments**
 - a) Consideration of a verbal report from the Allotment Working Party 26 January.
 - b) To consider the annual review of allotment rents.
6. **Financial Matters**
 - a) Statement of Income and Expenditure to 20 January 2016 – **encl**
7. To consider the rota for the Millennium Park check - **encl**
8. To note that the three year grounds maintenance contract, covering various areas including the Grove Playing Field and the Garden of Rest will be going out to tender in February
9. **Publications**
 - a) 'Countryside Voice', the magazine of the Campaign to Protect Rural England, winter 2015
10. Any Other Business


Ian Morrell – Town Clerk
The Tithe Barn, Church Lane, Nailsea BS48 4NG

20 January 2016

NAILSEA TOWN COUNCIL - ENVIRONMENT AND LEISURE COMMITTEE

MEETING 27TH JANUARY 2016

MINUTES of the meeting of the Environment and Leisure Committee held on Wednesday 27th January 2016 at 7.30pm at the Tithe Barn, Church Lane, Nailsea.



PRESENT: Cllr Petford in the Chair, Cllr Barber, Cllr Barclay, Mrs Brady, Cllr Frappell, Cllr Holt, Cllr Hunt, Cllr Middleton, Cllr Packham, Cllr Ponsonby, Cllr A Tonkin, Cllr J Tonkin, Cllr Wilson, the Clerk and the Assistant Clerk.

EL01/16 **APOLOGIES** were received and accepted from Cllr Hamblin.

EL02/16 **DECLARATION OF INTEREST**

Cllr Hunt declared a personal interest in agenda item 4 a) as she lives in close proximity to the Grove Playing Field.

EL03/16 **MINUTES** of the meeting of the Committee held on 18th November 2015 were agreed as a true record.

EL04/16 **PLAYING FIELDS AND PLAY/RECREATION AREAS**

a) Report by representative of Nailsea Playing Fields Association and Grove Sports and Social Club

Mrs Brady reported that Nailsea Playing Fields Association met on 24th November 2015 and 19th January 2016. Repairs to access at the north west corner of the Grove and the entrance have been carried out. The entrance now looks less cluttered and NPFA will be considering some ornamental planting and updating of the signs. John Fox has moved a waste bin from the entrance into the overspill car park in an attempt to reduce 'school' litter.

NPFA considered the suggestion that they obtain the piece of land immediately outside the right hand side entrance fence and rejected it as impractical and unnecessary. Work on the delivery path and western patio have been delayed by wet weather but should start early February. Hedging by the windbreak will be considered at a later date. The cellar fence and picket fence on the western side of the Grove have been painted and the ground floor grey building blocks painted with the mid-stone coloured masonry paint used for the pre-school extension.

The ground reinstatement has suffered from the very wet weather and public access. It will need further attention once we get drier conditions. NUFC have maintained the path between their pitch and Grove and are replanting the hedge removed during construction of their changing rooms. They have also repaired all damaged fencing around their 1st team pitch. The oaks on the western boundary with the uplands have been reduced.

Greenfield Crescent:

Nailsea Junior Football Club are tackling a mole problem. North Somerset Council and the landowner to the west have replaced the footpath kissing gate and surround. NJFC & NPFA are looking into repairs to other gaps in the western hedge. They have erected more dog signs. Mrs Brady has agreed to look into the QE2 Fields in Trust scheme.

The next NPFA meeting will be held 7:30 on Tuesday 15th March 2016 at the Grove.

Grove Sports & Social Club met on 21st December 2015 and 18th January 2016.

The fraudulent use of the credit card was resolved. They continue to balance the books without recourse to an arranged overdraft facility. They have maintained a £3K cushion

but in February they need to pay the quarterly gas, VAT and machine games duty bills. Since the repayment of the loan to Heineken in October they have had a more favourable supply contract, but have yet to experience a full quarter at the reduced prices.

There are no business rate payments in February and March. They have recently responded to a North Somerset Consultation on proposed changes to their discretionary rate relief policy. Grove currently benefits to the tune of around £10K per year and the proposed changes are a cause for concern.

The New Year's Eve event was not supported as well as they had hoped and a re-think is underway. Last week they had a weekend free of bookings and took the opportunity to have a 'decorating party'. It was well supported and the lounge was fully painted and the hall and two sports bars partly refreshed. Work is underway to utilise the 2nd skittle alley as a sports clubroom with Nailsea United Football Club and Nailsea Cricket Club sharing the display of memorabilia. Cellar, kitchen floor, boiler and air conditioning unit maintenance are their current priorities.

They have a healthy number of bookings in February and hope to hold a further 'decorating party' to paint the rest of the external ground floor with mid-stone coloured masonry paint to brighten up the ambience in the early Spring.

The next GSSC Committee meeting will be held on Monday 15th February 7:30pm at the Grove.

The Chairman thanked Mrs Brady for her report.

Mrs Brady left the meeting at 7.42pm.

EL05/16 ALLOTMENTS

a) Consideration of a verbal report from the Allotment Working Party 26th January 2016

Mrs Ponsonby reported that there had been a very productive meeting. It was proposed to give the co-opted members voting rights whilst attending the allotment working party meetings subject to them agreeing the Council's Code of Conduct. The working party agreed to look at how they can improve the accessibility on the allotment sites. Mr Stone had suggested a plan to use two plots on the Whitesfield Road site close to the car park to provide an accessibility toilet and raised beds. They also want to consider how the entrance through the gate could be improved. The project will be considered and detailed costings will be sought. Once this has been done the community group will, with the help of the Clerk, apply for grant funding.

Cllr Middleton said that the working party would need to ensure that the terms of reference do not allow the co-opted members to out vote councillors on any matter.

Cllr Frappell said that she felt the working party had worked much better than inviting representatives to the Environment and Leisure Committee as the co-opted members spoke more freely and it proved very helpful.

b) To consider the annual review of allotment rents

Cllr Ponsonby said members had considered the annual rent review and it had been agreed by the group that the rents should be increased by 1p per metre per year for the

next five years.

It was then proposed by Cllr Ponsonby and seconded by Cllr Wilson.

RESOLVED: to agree to increase the allotment rents by 1p per square metre per year for the next five years starting from 1st April 2017.

The vote was eleven in favour and one against.

EL06/16 FINANCIAL MATTERS

a) Statement of Income and Expenditure to 20th January 2016

Noted.

EL07/16 TO CONSIDER THE ROTA FOR THE MILLENNIUM PARK CHECK

Members gave the dates when they would be available to undertake the check at Millennium Park and the list is attached to these minutes.

EL08/16 TO NOTE THAT THE THREE YEAR GROUNDS MAINTENANCE CONTRACT COVERING VARIOUS AREAS INCLUDING THE GROVE PLAYING FIELD AND THE GARDEN OF REST WILL BE GOING OUT TO TENDER IN FEBRUARY

Members noted the information.

Cllr Ponsonby asked if she could be included when the tenders are being considered.

EL09/16 PUBLICATIONS

a) 'Countryside Voice' magazine of the Campaign to Protect Rural England winter 2015

Cllr Barclay took this publication and agreed to pass it to Cllr Wilson.

b) 'Waymark' the journal from the Institute of Public Rights of Way

Cllr Barclay took this publication and agreed to pass it on to Cllr Wilson.

c) Friends of Trendlewood Park 2015 Annual Report

Cllr A Tonkin took this publication and agreed to pass it on to Cllr Barber.

d) Local Access Forum Annual Report 2014/15

Members noted the information.

EL10/16 ANY OTHER BUSINESS

1. Cllr Frappell reported the funeral of Freda Vowles will be held on Monday 1st February at 12.00 noon at the United Reformed Church.
2. Cllr Ponsonby reported that there is an appeal to all districts to 'Clean for the Queen'. The Assistant Clerk reported that a group of volunteers in the town have already agreed to go ahead with the litter pick for 'Clean for the Queen' but if any members wanted to help that would be appreciated.
3. Cllr Frappell reported that Nailsea in Bloom have decided to go with red, white and blue for the planting this year.
4. Cllr Pefford reported that a group of volunteers met and decided to organise a Christmas Fair on 2nd December 2016 and are hoping to have Christmas Carols around the tree, an ice rink, craft fair, stalls along the High Street and street artists.

The meeting closed at 8.10pm.



23/2/16

NAILSEA TOWN COUNCIL STATEMENT OF INCOME AND EXPENDITURE 2015-16

LEISURE FACILITIES		Budget	Spend to date	Income to date	Balance to date	Comment
3126	XMAS LIGHTS	5,000.00			5,000.00	
3127	XMAS LIGHTS INSTALLATION	3,000.00	1,669.00		1,331.00	
3139	ALLOTMENTS	2,000.00	8,127.00	3,761.00	-2,366.00	Nailsea and Dist Gardeners Assoc roof - £1,950. Wall repair £4,030.
3142	PLAY EQUIPMENT/MINT	7,000.00	2,467.00		4,533.00	
3143	NAILSEA IN BLOOM	0.00	3,912.00	5,354.00	1,442.00	
3145	ALLOTMENT COMPETITION	100.00			100.00	TBC
3146	DOG / LITTER BIN EMPTYING	6,000.00	3,223.00		2,777.00	
3148	OPEN SPACES MAINTENANCE (NSC)	30,000.00	29,900.00		100.00	
3151	POPPY WREATH/DONATION	100.00	50.00		50.00	
3152	RIDE/SWIM SCHEME	1,500.00	950.00		550.00	
3154	WOODLANDS	500.00	440.00		60.00	
3160	GROUNDS MAINTENANCE	9,000.00	7,422.00		1,578.00	1st weedspray - £2,000
3238	NTC/GROVE MAINTENANCE CONTRACT	7,200.00	3,945.00		3,255.00	
3261	NPFA/GROUNDSMAN	1,200.00			1,200.00	
3264	NPFA/GENERAL MAINTENANCE	1,500.00			1,500.00	
	LEISURE FACILITIES	74,100.00	62,105.00	9,115.00	21,110.00	Page 2 of 6

NAILSEA TOWN COUNCIL STATEMENT OF INCOME AND EXPENDITURE 2015-16

Code	PLANNING	Budget	Spend to date	Income to date	Balance to date	Comment
2106	TREE WARDENS EXPENSES	100.00			100.00	
2137	TREE & FLORAL PLANTING	500.00			500.00	
2138	HANGING BASKETS/WATERING	10,000.00	5,424.00		4,576.00	
2139	PEST CONTROL	300.00			300.00	
2140	PLANNING SERVICES	0.00	3,332.00		-3,332.00	Bifinger GVA Report re: Engine Lane
2142	BUS SHELTERS/CLEANING	450.00	1,510.00		-1,060.00	£910 due from NSC
2143	CCTV RENTAL/MAINTENANCE	17,000.00	15,462.00		1,538.00	
2144	CCTV MAINT/MONITORING CONTRAC	3,100.00			3,100.00	
2145	GLASSWORKS MAINTENANCE	1,000.00			1,000.00	
2146	GLASSWORKS/HERITAGE	10,000.00	15,316.00		-5,316.00	Balance of funds in Specified Reserve.
2147	GARDEN OF REST/BURIAL SITE	200.00			200.00	
2150	TOWN CENTRE IMPROVEMENTS	5,000.00	6,313.00		-1,313.00	Town Rebrand Visits/Design
2151	PROW MAINTENANCE	4,000.00			4,000.00	
2154	CAR PARKS/BRITANNIA PARKING	7,139.00			7,139.00	
2158	FARMERS MARKET	0.00	4,464.00	9,127.00	4,663.00	
2159	FARMERS MARKET ORGANISER	6,500.00	5,571.00		929.00	
2160	COMMUNITY MARKET	0.00	836.00	279.00	-557.00	
	PLANNING & ENVIRONMENTAL	65,289.00	58,228.00	9,406.00	16,467.00	Page 3 of 6

ROTA FOR INSPECTION AT MILLENNIUM PARK 2016

To be carried out on a monthly basis.

COUNCILLOR	Week commencing :-		
JAN BARBER	1/2/16	To	7/2/16
PHIL BARCLAY	7/3/16	To	13/3/16
JOHN WILSON	4/4/16	To	10/4/16
DAVID PACKHAM	2/5/16	To	8/5/16
MARY PONSONBY	6/6/16	To	12/6/16
JAN BARBER	4/7/16	To	10/7/16
LIZ FRAPPELL	1/8/16	To	7/8/16
CLARE HUNT	5/9/16	To	11/9/16
NEIL MIDDLETON	3/10/16	To	9/10/16
ANN TONKIN	7/11/16	To	13/11/16
JAMES TONKIN	5/12/16	To	11/12/16