

Marchwood Parish Council

Marchwood Village Hall
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7th November 2017

To: Members of the Amenities Committee, remainder of Council for information.

Dear Councillor

A meeting of the Amenities Committee will be held in the Pine Room, Marchwood Village Hall, on Monday 13th November 2017 at 7.30pm, you are summoned to attend.

Yours sincerely

Clerk to the Council

AGENDA

1. **Apologies for absence**
2. **Public participation** - may speak for up to three minutes.
3. **Declarations of Interest**
4. **Chairman's report**
5. **Minutes:** To confirm the minutes of the meeting held on 11th September 2017
6. **Budget recommendations for 2018/19** – (Appendix A)
To set the budget for the next financial year. Members are reminded that their budget statement is a recommendation only and will go to the Policy & Resources Committee for consideration, prior to the setting of the Parish Council budget and submission of precept.
7. **New Village Noticeboard** (Appendix B)
8. **AMF Supervisors Report:** (Appendix C)
9. **Cork Field Steps** Appendix D)
10. **Tree Management and Sustainability Programme** (Attached)
11. **Marchwood WI** (Letter attached)
12. **LCRS Risk Assessments** – Attached.
13. **Parish Council priorities for 2017/18 (verbal update)**
 - a) **Greater / improved access to our Open Spaces linked to the SANG's at NFDC**
 - b) **Allotments**
 - c) **Dog fouling and litter** (Update on the pink spray paint)
 - d) **Footpath improvements behind St John's Church / cycle to school project.**

Members of the public are welcome to attend meetings of the Parish Council. Copies of items referred to in the agenda are available from the Parish Council office on request.

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Preliminary Budget Calculation 2018/19

		<u>Last Year 2016/17</u>		<u>Current Year 2017/18</u>			<u>Next Year 2018/19</u>		
		<u>Budget</u>	<u>Actual</u>	<u>Agreed Budget</u>	<u>Net Virement</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Projected Actual</u>	<u>Next Year Budget</u>
2135	Play Area Replacements	1,000	1,465	1,000	0	1,000	0	0	1,000
2137	Under 12 Play Area	2,200	2,059	2,200	0	2,200	0	0	2,200
2138	Over 12 Play Area	1,000	16,894	1,000	0	1,000	0	0	1,000
2139	Open Space Maintenance	2,000	738	2,000	0	2,000	597	0	2,000
2141	Public Seating	250	35	250	0	250	0	0	250
2142	Dog Bins	750	1,123	750	0	750	337	0	750
2144	Tree Management	6,000	3,057	6,000	0	6,000	88	0	6,000
2145	Litter Bins	250	0	250	0	250	0	0	250
2146	Skate Park	250	0	250	0	250	11	0	250
2147	Admiralty Quay Play Area	250	0	250	0	250	0	0	250
2148	Notice Boards	500	1,457	500	0	500	0	0	500
2150	Bridge at Oaklands	1,000	0	1,000	0	1,000	0	0	1,000
2170	War Memorial Restoration	500	44	500	0	500	0	0	500
	OverHead Expenditure	15,950	26,872	15,950	0	15,950	1,033	0	15,950
2177	Grants Recieved	0	1,457	0	0	0	0	0	0
	Total Income	0	1,457	0	0	0	0	0	0
201	Net Expenditure	15,950	7,926	15,950	0	15,950	4,611	0	15,950
301	<u>Lloyd Recreation Ground</u>								
5000	Transfers to EMR	0	0	0	0	0	2,745	0	0
	Total Income	0	0	0	0	0	2,745	0	0

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Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
2135	Play Area Replacements	201	Amenities	One off repairs/maintenance to Equipment & Surfaces across all playgrounds.
2137	Under 12 Play Area	201	Amenities	Replacement equipment/surfaces ie new swing seats 17/18 with balance to EMR 328 .
2138	Over 12 Play Area	201	Amenities	Relacement equipment/surfaces ie new gym equipment.Balance to EMR 328 .
2139	Open Space Maintenance	201	Amenities	Planting,hedging,clearances on increase.Unspent balance to EMR 343
2141	Public Seating	201	Amenities	Ongoing replacement seating/ benches. Any underspend to EMR 344
2142	Dog Bins	201	Amenities	£500 waste collection £250 replacement bins.Unspent balance to EMR 345
2144	Tree Management	201	Amenities	Annual tree inspections 4 areas(one per yr) plus new orchard maint any underspend to EMR346
2145	Litter Bins	201	Amenities	Replacement Litter Bins.Underspend to EMR 347
2146	Skate Park	201	Amenities	£250 onging minor repairs. to EMR 328 if not spent.
2147	Admiralty Quay Play Area	201	Amenities	£250 to EMR 328 if not spent.
2148	Notice Boards	201	Amenities	Replacement /enhancement Village notice boards.Village centre replace 17/18.Under to EMR 348 .
2150	Bridge at Oaklands	201	Amenities	To build up sufficient funds to repair/replace bridge at future date.Unspent balance to EMR 326.
2153	Good Citizens Project	201	Amenities	Funds in EMR .No budget
2154	Tree Planting Scheme	201	Amenities	Funds in EMR .No budget.
2157	Footpaths	201	Amenities	Funds to EMR if not spent to build up a reserve.
2170	War Memorial Restoration	201	Amenities	Costs maintaining Falklands & War Memorials ,Unspent balance to EMR 335
1114	Electricity	301	Lloyd Recreation Ground	share electricity costs
2178	Grant Received from MPC	301	Lloyd Recreation Ground	No longer required.
3101	Salaries	301	Lloyd Recreation Ground	No budget provision 18/19 as football unlikely due to Scout Build.
3125	Insurance	301	Lloyd Recreation Ground	Fixed to may18.Actual 16/17 £1,986 & 17/18 £2,072.Allow for 1% increase.
3136	Pavilion	301	Lloyd Recreation Ground	Utility costs,maintenance,service contracts.Unspent funds year end to EMR 351.
3137	Play Area	301	Lloyd Recreation Ground	Repairs & maintenance surface and equipment.unspent funds to EMR331.
3138	Courts	301	Lloyd Recreation Ground	Costs re replacement/refurbishment courts.Unspent funds to EMR .
3139	General Maintenance lrg	301	Lloyd Recreation Ground	Maintenance Lloyds ground.Balance to EMR 332.
3140	Pitch	301	Lloyd Recreation Ground	Budget Pitch ie whiteliner,nets,goals etc.Unspent to EMR 360.
3141	Courts Everyday Costs	301	Lloyd Recreation Ground	Budget Court costs ie electricity/maintenance any underspend to EMR 360

Appendix B

Replacement of Village Centre Noticeboard.

As this is the most central noticeboard within the village and now with all the extra information the Parish Council is receiving it was suggested that we purchase a larger noticeboard. The existing one can be refurbished and utilised at the Staplewood corner as this is one of the oldest and in need of replacing.

Wall Mounted Outdoor Display Case 21 x A4

Whitehall Direct Ltd	£1,008 inc Vat & Shipping
EA Earth Anchors	£1,322.40 inc Vat & Shipping
Greenbarnes Ltd	£1,215.05 inc VAT & Shipping



(An example of noticeboard)

Appendix C

AMF Supervisor Report

- Large amount of wood dumped at Cork Field car park
- Cut back small hedge (Woodglade) never cut before – homeowner cut
- Locked gates at Lloyds 13/9/17 (report of travellers movement)
- Replace broken dog bin at Crooked Hayes Copse
- Summer groundsman finished 15/9/2017
- Dog mess in Under 12's play area 18/9/17
- Fire inspection – pavilion/youth club/workshop
- Hole in footpath near play park at Admiralty Quay - HCC repaired
- Started spraying dog mess – photos taken
- Large bearing on old machine broken – taken to Longham to repair
- Closed steps at Cork field – barriers / taped / signage on recommendation of insurance company
- Tree inspections completed – work commencing
- Bin at outdoor gym area broken – repaired and now reinstated
- Fuel filters on machine blocked – cleaned off and washed out
- Fly wheel guard broken on new mower – repaired
- Footpath (Tunbridge Wells) been completed

Cork Field steps

As Members will be aware the steps at Cork Field leading into Cork Lane have been closed due to their unsafe nature. This closure has been undertaken on the advice of our insurance broker (4th October).

The steps have been closed by erecting and securing orange barriers and notices across the top and bottom of the steps. However, people on a daily basis are breaking and removing these barriers and using the steps at their own risk.

Officers were already in correspondence with Steve Jones at NFDC to ask for his advice on how to replace the steps and whether a slope could be installed instead. Steve was unable to attend a site visit until 2nd November. Officer's therefore waited until the site visit and the advice from Steve.

On the 2nd November Steve advised that the access could not be sloped and would need to have the steps reinstated as the slope was too steep for any other type of access. He further advised that he had sent the details to the Maintenance team and we would get a quote from them asap.

Officers received a quote on 6th November for the replacement of the steps with hardwood timbers and back filled with type one stone for a total cost of £1863.82.

Officers have obtained no further quotes to date and advise that due to the risk caused by this closure that this one quote is accepted and the works scheduled to commence asap. The costs for these works will be taken from EMR 343 Open Space Maintenance which has about £3000 available.