

BARNSTAPLE TOWN COUNCIL

MINUTES of the ROCK PARK TRUST MANAGEMENT COMMITTEE meeting held on WEDNESDAY 11<sup>TH</sup> JANUARY 2017 COMMENCING AT 1.00PM in the Guildhall, Barnstaple.

Present: Cllr Mrs J Hunt (Chairman)  
Cllrs S Upcott, Mrs V Elkins, Mrs E Davies, M Kennaugh, I Williams,  
and G Langford.

Also present: W Austin (Town Clerk)  
Mr R Knight and Mr D Smith (Friends of Rock Park).

RP109 APOLOGIES

Apologies for absence were received from Cllrs I Roome, L Dawson and Mrs A Dawson.

RP110 DECLARATIONS OF INTEREST AND DISPENSATIONS GRANTED

Cllr Mrs J Hunt, as a member of North Devon Council, has dispensation under S.O.66 to discuss and vote on all items on the agenda unless the item concerns a legal or financial agreement or dispute between the two authorities.

RP111 MINUTES OF THE MEETING HELD 5<sup>TH</sup> OCTOBER 2016

RESOLVED: That the minutes of the meeting held on Wednesday 5<sup>th</sup> October 2016 be approved as a correct record and signed by the Chairman.

(NC)

RP112 REQUESTS FOR THE USE/HIRE OF ROCK PARK

The Clerk summarised the following applications received:

- The GRC Ltd – Circus, 4<sup>th</sup> to 6<sup>th</sup> July 2017, arriving to set up on 2<sup>nd</sup> July 2017
- Care for Kids North Devon – 10k Charity Run, Sunday 9<sup>th</sup> July 2017

Members considered the applications and

RESOLVED: That the application from the GRC Ltd. be approved subject to there being no sale of alcohol and acceptance of the conditions of hire.

(NC)

RESOLVED: That the application from the Care for Kids North Devon approved.

(NC)

The Clerk agreed that given the closeness of the dates of these two applications, each organiser would be advised of the other.

Members discussed the fees and conditions of hire, and the Clerk agreed that these would be tabled at a future meeting for review.

RP113 CLERK'S REPORT AND BUDGET MONITORING STATEMENT

The budget monitoring report for December had been tabled prior to the meeting. The Clerk reported that he had no issues of concern to raise.

Members considered the maintenance cost of the Rotary Seat, and whether this should be the responsibility of the Trust.

RESOLVED: That the Clerk request that the Rotary Club and North Devon District Council consider funding for maintenance of the Rotary Seat.

(NC)

The Clerk further reported on the following maintenance issues:

- **Sandpit.** This was in need of 6 tons of sand to refill, at a cost of £100 per ton. Members were asked to consider whether this was a reasonable expense.
- **Basket swing.** This was out of use as the footing had crumbled. The estimated cost of repair was £1,630 + VAT, and in any case, investigation at repair might show that it needed replacing. A new swing would cost in the region of £8,000 + VAT. Grant aid could be sought for this. Members were asked to give guidance.
- **Pirate ship.** This was out of use due to a broken rocker springs. The estimated cost to refurbish the springs and supports was £2,835 + VAT. A replacement would be very much more expensive, probably in the region of £6,000 to £8,000. Members were asked how to proceed.
- **Rubber mulch under basketball hoop.** The surface under the hoop was very soft and uneven, and grass was growing through the rubber matting. The options were to leave it as it was, or repair with a concrete base underneath at an estimated cost of £2,345. Members were asked to agree a preference.
- **Water Play Equipment.** Water use was being monitored but it was thought too soon to make judgements about the extent and cost. It would be monitored until the summer so that future options regarding water could be considered.
- **Contact Signs.** These had been suggested as part of the play area inspection, at an estimated £140 each. One member had suggested these be erected elsewhere for other users of the park. The Trust was asked whether to proceed and if so, how many signs and where.

- **Boundary Protection.** This work was now fully completed including drop posts.
- **Play Area Maintenance.** The cost of maintenance works arising from the play area inspection previously reported was estimated at £4,000 + VAT. This cost would be spread over two years as the issues were advisory only at present, but would all need dealing with eventually.

RESOLVED: That the sandpit be re-dug elsewhere in the play area, and re-lined before replacing the sand. (NC)

RESOLVED: That a donation of sand be sought for the existing sandpit while the new pit was being prepared. (NC)

RESOLVED: That the basket swing be replaced subject to obtaining grant funding to make this affordable. (NC)

RESOLVED: That the Clerk investigate options for replacing the pirate ship with swings, and report back before proceeding. (NC)

RESOLVED: That two contact signs be erected in the children's play area. (NC)

RESOLVED: That the budget monitoring report be noted. (NC)

RESOLVED: That the Clerks report on maintenance matters be noted. (NC)

RP114 2017/18 BUDGET

Members considered a draft budget tabled with the agenda, as shown at Appendix 1 to these minutes. This showed little change compared with 2016/17, and resulted in a reduction in the grant request to Barnstaple Town Council from £66,810 to £65,200.

RESOLVED: That the budget for 2017/18 be agreed as tabled. (NC)

Meeting closed 1.50pm

Chairman.

Signed.....

Dated.....

| Barnstaple Town Council   |                      |             |                  |                     |              |              |               |               |                    |                 |              |               |                    |
|---------------------------|----------------------|-------------|------------------|---------------------|--------------|--------------|---------------|---------------|--------------------|-----------------|--------------|---------------|--------------------|
| Budget Year 2017-2018     |                      |             |                  |                     |              |              |               |               |                    |                 |              |               |                    |
| Department 11 - Rock Park |                      |             |                  |                     |              |              |               |               |                    |                 |              |               |                    |
| Budget Projection         |                      |             |                  |                     |              |              |               |               |                    |                 |              |               |                    |
| N/C                       | N/C Name             | Actual      | Year to          | Anticipated Outturn |              |              |               |               | Earmarked          | Proposed Budget |              |               | Earmarked          |
|                           |                      | 2015-2016   | Date<br>Nov 2016 | Expense             | Income       | Balance      | Budget        | Variance      | Funds<br>2016-2017 | Expense         | Income       | Balance       | Funds<br>2017-2018 |
| 4701                      | BTC grant transfer   | -61469      | -66810           |                     | 66810        | -66810       | <b>-66810</b> | 0             |                    |                 | 65200        | <b>-65200</b> |                    |
| 4770                      | Grants Income        | 0           |                  |                     |              |              | <b>0</b>      |               |                    |                 |              |               |                    |
| 4771                      | Lodge Rent           | -3640       | -2427            |                     | 3640         | -3640        | <b>-3640</b>  | 0             |                    |                 | 3640         | <b>-3640</b>  |                    |
| 4772                      | Sports pitch hire    | -650        | -523             |                     | 523          | -523         | <b>-400</b>   | 123           |                    |                 | 550          | <b>-550</b>   |                    |
| 4773                      | Kiosk Rent           | -2700       | -1800            |                     | 2700         | -2700        | <b>-2700</b>  | 0             |                    |                 | 2700         | <b>-2700</b>  |                    |
| 4774                      | Park Hire            | 0           |                  |                     |              | 0            | <b>0</b>      | 0             |                    |                 |              | <b>0</b>      |                    |
| 5423                      | War Memorial upkeep  | 0           |                  |                     |              | 0            | <b>0</b>      | 0             | 1000               |                 |              | <b>0</b>      | 1000               |
| 7001                      | Toilets electricity  | 1142        | 648              | 725                 |              | 725          | <b>800</b>    | 75            |                    |                 | 725          | <b>725</b>    |                    |
| 7003                      | Toilets water        | 1993        | 1512             | 2100                |              | 2100         | <b>2100</b>   | 0             |                    |                 | 2500         | <b>2500</b>   |                    |
| 7012                      | Security             | * 1548      | 1033             | 1600                |              | 1600         | <b>1750</b>   | 150           |                    |                 | 1675         | <b>1675</b>   |                    |
| 7013                      | Insurance            | 458         | 489              | 489                 |              | 489          | <b>470</b>    | -19           |                    |                 | 525          | <b>525</b>    |                    |
| 7031                      | Cleaning             | * 10998     | 2366             | 9490                |              | 9490         | <b>10000</b>  | 510           |                    |                 | 9500         | <b>9500</b>   |                    |
| 7032                      | Contract Maintenance | * 47482     | 20124            | 48300               |              | 48300        | <b>52000</b>  | 3700          | 16500              | 51000           |              | <b>51000</b>  | 20000              |
| 7033                      | Trees                | 0           | 734              | 1000                |              | 1000         | <b>0</b>      | -1000         | 5000               |                 |              | <b>0</b>      | 4000               |
| 7034                      | Gym equipment        | 0           | 11185            | 11185               |              | 11185        | <b>0</b>      | -11185        | 1000               | 1000            |              | <b>1000</b>   | 1000               |
| 7132                      | Sundry maintenance   | * 8513      | 24122            | 30000               |              | 30000        | <b>5000</b>   | -25000        |                    |                 | 4000         | <b>4000</b>   |                    |
| 7322                      | Legal & professional | -270        |                  |                     |              | 0            | <b>200</b>    | 200           |                    |                 | 200          | <b>200</b>    |                    |
| 9201                      | Kiosk electricity    | 0           |                  |                     |              | 0            | <b>0</b>      | 0             |                    |                 |              | <b>0</b>      |                    |
| 9203                      | Kiosk water          | 0           |                  |                     |              | 0            | <b>0</b>      | 0             |                    |                 |              | <b>0</b>      |                    |
| 9205                      | Kiosk rates          | 202         | 163              | 204                 |              | 204          | <b>230</b>    | 26            |                    |                 | 215          | <b>215</b>    |                    |
| 9231                      | Lodge maintenance    | 4400        |                  |                     |              | 0            | <b>1000</b>   | 1000          |                    |                 | 750          | <b>750</b>    | 2000               |
|                           |                      |             |                  |                     |              | 0            |               |               |                    |                 |              |               |                    |
|                           | <b>Totals</b>        | <b>8007</b> | <b>-9184</b>     | <b>105093</b>       | <b>73673</b> | <b>31420</b> | <b>0</b>      | <b>-31420</b> | <b>23500</b>       | <b>72090</b>    | <b>72090</b> | <b>0</b>      | <b>28000</b>       |