

BARNSTAPLE TOWN COUNCIL

MINUTES of the ROCK PARK TRUST MANAGEMENT COMMITTEE meeting held on WEDNESDAY 12TH JULY 2017 COMMENCING AT 1.00PM in the Guildhall, Barnstaple.

Present: Cllr Mrs J Hunt (Chairman)
Cllrs S Upcott, Mrs V Elkins, Mrs E Davies, I Williams, and Mrs L York.

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

RP120 APOLOGIES

Apologies for absence were received from Cllrs I Roome, M Kennaugh, G Langford.

RP121 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.

RP122 MINUTES OF THE MEETINGS HELD ON 5TH APRIL 2017 AND 30TH MAY 2017

RESOLVED: That the minutes of the meeting held on Wednesday 5th April 2017 be approved as a correct record and signed by the Chairman.

(5, 1abs)

RESOLVED: That the minutes of the meeting held on Tuesday 30th May 2017 be approved as a correct record and signed by the Chairman.

(4, 2abs)

RP123 REQUESTS FOR THE USE/HIRE OF ROCK PARK

One application had been received for use of the park from Slimming World, for a fundraising sponsored walk to raise funds for cancer research on 3rd September 2017.

RESOLVED: That the application for use of the park from Slimming World, for a fundraising sponsored walk to raise funds for cancer research on 3rd September 2017 be approved, subject to receipt of evidence up-to-date public liability insurance as at 3rd September 2017 prior to the event.

(NC)

RP124 CLERK'S REPORT AND BUDGET MONITORING STATEMENT

The budget monitoring report for the financial year to June 2017 had been circulated prior to the meeting. The Clerk reported that he had no issues of concern to raise.

RESOLVED: That the budget monitoring report for the financial year to June 2017 be noted. (NC)

Members considered a report on management matters as shown at Appendix 1 to these minutes.

RESOLVED: That the request to install a vent at the kiosk in Rock Park be approved, subject to (i) the works being at the tenant's own expense, (ii) all relevant permissions being obtained by the tenant prior to commencement of the works, and (iii) the tenant's acceptance of the cost of reinstatement at the end of the tenancy. (NC)

RESOLVED: That the Clerk investigate the cost of additional swings for older children. (4, 2abs)

RESOLVED: That consideration of re-use of waste water, or any other actions to reduce water use from the water play feature, be deferred for consideration at the next meeting along with updated water usage figures. (NC)

RESOLVED: That the boundary posts be subject to regular security and maintenance checks. (4, 2abs)

RESOLVED: That the Rock Park Trust Management Committee thanks Mr D Smith for his monitoring of the park, and for reporting matters of concern to the Committee. (NC)

RESOLVED: That the Clerk's report on maintenance matters be noted. (NC)

RP125 REVIEW OF CONDITIONS FOR USE/HIRE OF ROCK PARK

RESOLVED: That this item be deferred to the next meeting. (NC)

Meeting closed 1.50pm

Chairman.

Signed.....

Dated.....

BARNSTAPLE TOWN COUNCIL
2017-2018 BUDGET VARIANCE REPORT - YEAR TO DATE
JUNE 2017

Rock Park

Code	Dept	Detail	Note	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Earmarked Reserves
4701	11	BTC grant			-32600	-32600.00	-65200	
4771	11	Lodge Rent		-1213.36	-910	303.36	-3640	
4772	11	Sports Field			-275	-275.00	-550	
4774	11	Park hire				0.00		
4901	11	Kiosk		-900.00	-675	225.00	-2700	
5423	11	War Memorial upkeep	E			0.00		1000
7001	11	Electricity		315.02	250	-65.02	725	
7003	11	Water		450.06	600	149.94	2500	
7005	11	Kiosk/Lodge rates		75.72	89	13.28	215	
7012	11	Security		546.68	423	-123.68	1675	
7013	11	Insurance		505.87	525	19.13	525	
7031	11	Cleaning		2314.00	2375	61.00	9500	
7032	11	Maintenance	E	13373.52	12750	-623.52	51000	20000
7033	11	Trees	E			0.00		4000
7034	11	Gym equipment	E		750	750.00	1000	1000
7132	11	Sundry Maintenance		2451.21	1000	-1451.21	4000	
7322	11	Legal & professional				0.00	200	
9203	11	Kiosk water				0.00		
9231	11	Lodge maintenance				0.00	750	2000
Total Rock Park expenditure				17918.72	-15698	-33616.72	0	28000

ROCK PARK TRUST MANAGEMENT COMMITTEE

12TH JULY 2017

CLERK'S REPORT ON MANAGEMENT AND MAINTENANCE MATTERS

Football Pitches

Following on from previous discussions and in consultation with the Chairman, Eastside FC are progressing their efforts to install a temporary building to act as a changing/refreshment area for matches, on an unused and overgrown area in the South East corner of the park. It is expected that they and another youth football club, SAS, will use four pitches in the coming season (two full-size, two smaller).

Travellers

An unauthorised encampment arrived on the afternoon of Thursday 22nd June. Access was gained via a drop post that had been left in the lowered position. I visited with Police at around 4pm, and instructed bailiffs immediately afterwards. The certainty of enforcement action within 24 hours appeared to have the required impact, and the group moved on before 6pm that day. No refuse or damage issues were reported. All those with a key to the drop posts have been warned of the absolute need to keep them upright and locked at all times.

Another drop post was damaged the following week, and four of the boundary 'logs' have had to be re-seated this year.

Toilets

We have had a series of reports about the sharps bins being broken into. As a consequence, robust padlocked brackets have been fitted. These are not aesthetically pleasing but they should ensure that users are not confronted by exposed needles. The Police have been asked to carry out more regular patrolling to address the problem of drug use in this area.

Play Area/Adult Gym Equipment

Maintenance and replacement of some of the equipment has been delayed by the absence of the Amenities & Property Manager. We have now recruited temporary support and issues are beginning to be resolved. Members are asked to highlight any particular priorities.

The Trust had a limited success in applying for TAP funding for new equipment, with a grant of £1571 from an application for £7600 to replace the nest swing and install a new attraction. Members are asked to consider whether to meet the remaining costs from reserves or to seek further grant funding.

Water usage and cost for the water play equipment is being monitored as requested:

Period	M ³ Used	Unit Cost	Cost
Jan – Mar 17	24	£1.9548	£46.91
Mar – Apr 17	42	£1.9548	£82.10
Apr – 10 Jul 17	95	£1.9548	£185.71
Total	161	£1.9548	£ 314.72

Kiosk

The tenant has asked that he be allowed to install a vent to prevent equipment from overheating. Members are asked to consider the request and possible conditions, e.g. at own cost, and with any required Planning/Building Control permissions.