

OPEN SESSION: There were 7 members of the public present.

**PUBLIC PARTICIPATION:**

The President and Vice-President of the Carnival Committee addressed Members with regard to the delay in reinstatement of the Bickerley, following the flood alleviation works by Wessex Water. It was understood that further remedial work was required and, as there had been no indication of timings, this raised the question of whether the Bickerley would be available for Ringwood Carnival in September and whether it would result in the possibility of a smaller funfair being sited on Carvers, for a third year. They detailed the financial implications, with the possible reduction in fees chargeable and the difficulties in securing the more appropriate rides, as these are booked way in advance. There was concern that Wessex Water would not compensate the Carnival nor provide tracking, as it had previously.

The Carnival Committee requested that a timeframe be set and that efforts be made for the Bickerley to be available for use by September, as this was the preferred venue. They understood that the hard core capping would bear the load for the funfair vehicles and the entrance could be tracked for vehicles, along with tracking for pedestrians amongst the rides.

Mr Kane, a Bickerley resident, suggested that if there was to be further work to the drainage system, that the ditch which runs from Kings Arms Lane towards Riverside be linked in some way, as this would improve the overall removal of surplus water.

**MINUTES OF THE MEETING OF THE RECREATION, LEISURE & OPEN SPACES COMMITTEE**

Held on Wednesday 7<sup>th</sup> February 2018 at 7.00pm

PRESENT: Cllr Andy Briers (Chairman)  
Cllr Angela Wiseman (Vice-Chairman)  
Cllr Philip Day  
Cllr Darren Loose  
Cllr Anne Murphy  
Cllr Gloria O'Reilly  
Cllr Tony Ring  
Cllr Tim Ward

IN ATTENDANCE: Chris Wilkins, Town Clerk  
Charmaine Bennett, Manager of The Place  
Nicola Vodden, Meetings Administrator  
Jade Eaton, Student Advisor  
Charlotte Hardy, Student Advisor

**O/S5740  
APOLOGIES FOR ABSENCE**

The Town Clerk reported that apologies for absence had been received from Isaac Skirton, Student Advisor.

**OS/5741  
DECLARATIONS OF INTEREST**

There were none.

**OS/5742**  
**MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:** That the minutes of the Meeting held on 3<sup>rd</sup> January 2018, having been circulated, be approved and signed as a correct record.

**OS/5743**  
**RISK OF DELAYS TO REINSTATEMENT OF THE BICKERLEY**

The Town Clerk reported that further remedial works were required to the Bickerley, as it was still experiencing some pooling of water. There had been no indication from Wessex Water as to what needed to be done and how long it would take. He had requested additional information, however, to date there had been no response.

Cllr Ward commented on the management of the project. He said that the whole town was suffering and particularly Carnival, with the uncertainty it generated for them in making arrangements for the funfair.

The Town Clerk indicated that there was the option for the Council to instruct its own surveyor, in order to understand the position fully and so that someone with expertise could supervise the works. He agreed that he would liaise with the Carnival Committee to gain a better understanding of its precise position.

Mr Cox, Vice President of the Carnival Committee commented that, as there has been hard core capping laid across the ground, physically the ground should support the heavy vehicles and any damage would be cosmetic.

Members were of the view that a surveyor be instructed, if required, to ascertain if the ground can physically support the fair rides. The Town Clerk thanked them for this indication and understood that the decision to instruct a surveyor and the appropriate timing of that fell within his delegated powers. The legal position was also a consideration as Wessex Water's statutory notice was still in force.

It was agreed that the Town Clerk follow up on his enquiries with Wessex Water and agree a way forward which was beneficial to all parties, with a view to allowing the Bickerley to be used for Carnival, without Wessex Water relinquishing its legal responsibilities for the land.

**RESOLVED:** 1) That the Town Clerk's report (*Annex A*) be noted;  
2) That the Town Clerk liaise with the Carnival Committee to understand its position in relation to location of the funfair, financial implications and timescales; and  
3) That the Town Clerk press Wessex Water regarding the required remedial works to the Bickerley and agree a way forward to provide some certainty for Carnival organisers;  
4) That the Town Clerk be authorised to instruct a surveyor, as appropriate, to determine the position regarding drainage on the Bickerley (to include drainage of all 3 areas) and to oversee remedial works by Wessex Water.

<b>ACTION</b> C Wilkins
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**OS/5744**  
**THE PLACE**

The Town Clerk indicated that the Manager of The Place, Charmaine Bennett, was now in post and, as part of her induction, had received a brief from officers on the background to the

current situation . He hoped that she had been given the best possible start for the challenging role.

The charitable organisation linked to The Place, Ringwood Youth Club, of which a number of Councillors were trustees, had been officially registered with the Charity Commission for over a year and as such was required to file an annual return. This had been prepared by the Town Clerk and RFO and signed by Cllr Heron and Cllr Thierry. The Town Clerk confirmed that the organisation was therefore currently compliant, but there was a need to consider the charity's role for the future and wind it up if appropriate.

Charmaine Bennett, Manager at The Place, addressed Members on her progress to date. She had gathered some background information, in order to ascertain what had been successful in the past and to get an understanding of the aspirations for the future of The Place. There was no real activity at the moment with only a few bookings, but she expected The Place to be open for young people more by Easter.

She had had a useful meeting with Ringwood School and had arranged for there to be some consultation with years 7,8 and 9, surrounding their view of the facility, whether they wanted the environment to be relaxed or more structured, the times that they were likely to use it and their views on youth work. She had also met with two charities to understand the extent of their services and how they could provide support to young people in Ringwood.

She had met with Youth Workers across the New Forest to discuss joint working to increase footfall at Carvers and The Place and met with Cllr Loose to discuss ideas on income generation, in order to start recouping operational costs.

A Working Party meeting had been arranged for 15<sup>th</sup> February to discuss the issues identified and a draft business plan would be brought to Committee around April.

**RESOLVED:** That the verbal updates from the Town Clerk and Manager of The Place be received.

<b>ACTION</b> <b>C Wilkins / C Bennett</b>
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#### **OS/5745 EVENTS**

Cllr Day explained that, for personal reasons, the arrangements for the event on 19<sup>th</sup> May, to celebrate the wedding of Prince Harry and Meghan Markle, had not been advanced as much as he would have hoped. An update will be brought to Members when further details are available.

**RESOLVED:** That Cllr Day's comments be noted.

#### **OS/5746 WAR MEMORIAL REFURBISHMENT**

The Town Clerk presented the project outline document for refurbishment of the War Memorial (*Annex B*) which states objectives, timeline, management responsibilities and costings. He explained that an outline would be prepared for each project, in the future, and would follow the same format.

In relation to costs for this project, the measured survey had been commissioned at the cost of £125, but the total cost was not known at this stage. Once the survey is available, a schedule of works will be drawn up and quotes obtained. The quotes suggested previously were unreliable as there was no detail of the works required.

**RESOLVED:** That the project outline document for the War Memorial project be approved.

<b>ACTION</b> C Wilkins
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**OS/5747  
INTRUDER ALARM MONITORING**

Members considered the Town Clerk's report in respect of intruder alarm monitoring (*Annex C*) and were content for the arrangements to be put in place.

**RESOLVED:** That the report on intruder alarm monitoring be noted.

<b>ACTION</b> C Wilkins
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**OS/5748  
FEES AND CHARGES 2018/19**

*Cllr Briers declared a non-pecuniary interest as he is an allotment holder.*

*Cllr Loose declared a non-pecuniary interest as he is associated with the football club.*

The Committee considered the RFO's report regarding the review of fees and charges for 2018/19 (*Annex D*) and agreed the proposals without change.

Comment was made in respect of the administration costs relating to allotments and the Town Clerk indicated that he would be working with staff to try and identify ways of streamlining the processes involved.

**RESOLVED:** That the review of fees and charges for 2018/19 be approved.

<b>ACTION</b> R Fitzgerald
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**OS/5749  
PLAY AREAS**

Members consider the Deputy Town Clerk's report (*Annex E*) on replacement play equipment.

The Town Clerk indicated that this is an outstanding project and had not been progressed for the last 2 years. The available budget had been built up over a number of years for the replacement of worn out equipment. Whilst a health and safety inspection is undertaken, this does not deal with maintenance and inevitably the equipment deteriorates.

The intention is to approach a number of companies to gain an understanding of what could be purchased for the available budget and he looked to Members to set the budget. The providers would compete for the order and Members would be advised of the 'packages' offered, asked to consider best value and approve the preferred option.

Members agreed the recommendation in the report. It was suggested that enquiries be made to determine if Community Infrastructure Levy (CIL) money could be used for this purpose and whether NFDC would be prepared to contribute from its portion of CIL funding.

**RECOMMENDED:** That the Council procure tenders for the overhaul and/or replacement of worn out play equipment with a provisional budget of £40,000.

**ACTION Jo Hurd**

**OS/5750**

**PROJECT OVERSIGHT**

**Project progress report**

In respect of the project progress report, Members noted that projects B1 - play equipment replacement, B2 - War Memorial repairs and B3 - intruder alarm monitoring appeared under separate agenda items.

C1 Lighting at Carvers – the Town Clerk reported that he expected the final snagging to be complete and the project to be signed off before the end of the financial year.

**New projects planner**

A5 Grounds Equipment purchase – the Town Clerk indicated that he was expecting an update from the Grounds Foreman in relation to the replacement of the front deck mower and hoped to present this to the Policy and Finance Committee at the next meeting.

The Town Clerk reported that he had received correspondence from NFDC asking for suggestions for recreation mitigation projects, as part of the Local Plan. There was a tight deadline for submissions and he proposed to select items from the new projects planner for consideration. This highlighted the value of the project documents and having a list of pending projects, even if the funding is not in place.

**RESOLVED:** That the update to projects (*Annex F*) be noted.

**ACTION C Wilkins**

**OS/5751**

**REMEMBRANCE AND MARKING THE CENTENARY OF THE ARMISTICE**

The Committee were advised that Knights Brown had purchased a 'silent soldier', however its positioning had not been finalised, due to Hampshire Highways concerns with it being placed on the main roundabout into town and causing a distraction for drivers.

It was possible that it could be displayed on the wall to the rear of Anthony's estate agents, under permitted development, or in Memorial Gardens. There followed some discussion as to whether the Council should purchase a 'silent soldier' of its own.

Members felt strongly that the occasion should be marked appropriately. They agreed that the roundabout be used for a display of poppies and that the schools be invited to make them. The Student Advisors offered to make enquiries through Ringwood School, with a view to it working with the other schools in the town.

It was understood that Reverend Terry Roberts was keen to mark the centenary with a number of events and Members invited him to a future meeting to hear his suggestions.

**RESOLVED:** That the update be received and the matter brought back before the Committee for further discussion.

**ACTION C Wilkins**

There being no further business, the Chairman closed the meeting at 8.28pm.

**Note: The text in the Action Boxes above does not form part of these minutes.**

RECEIVED  
28<sup>th</sup> February 2018

APPROVED  
7<sup>th</sup> March 2018

TOWN MAYOR

COMMITTEE CHAIRMAN

## Risk of delays to reinstatement of the Bickerley

### 1. Introduction and reason for report

- 1.1 The reinstatement of the Bickerley following drainage works is proceeding more slowly than expected and members need to be aware of the risks of further delay and its potential consequences.

### 2. Background information, options, impact assessment and risks

- 2.1 Members will already be aware of the drainage improvement works carried out by Wessex Water on the Bickerley and that the ground has not been reinstated and public access restored when planned. The ground continues to remain susceptible to ponding of surface water and this has prevented removal of the temporary fencing. Even ground free of surface water remains soft. Wessex Water has confirmed in recent discussions that it will commission further works in the hope of rectifying these problems but this cannot be done until weather and other circumstances permit. It is therefore uncertain at present when further remedial work will be done, whether it will cure the problem and when the ground will be firm enough to bear public access (especially vehicular access for public events such as the funfair).
- 2.2 Officers consider that the surface of the common may not be dry and firm enough to support the activities formerly carried on there until the ground has had sufficient time to settle and re-compact. This process could take another two years. Certainly, there is now a serious risk that the Bickerley will not be available for any public events this year. It would be prudent to make contingency plans accordingly.
- 2.3 As with previous years, Carvers Recreation Ground is the most suitable alternative venue for the relevant events. The temporary trackway used to protect its surface last year was only partially effective and (officers understand) very expensive indeed for Wessex Water who paid for it. Officers consider that it would be simpler and more cost effective to plan for a certain amount of damage and the remedying of it. However, such a course might lead to significant damage if conditions are extremely unfavourable (possibly even rendering it impracticable to host more than one event in quick succession there).
- 2.4 Officers propose to:
  - 2.4.1 continue to monitor the situation and report significant developments to members;
  - 2.4.2 continue to press Wessex Water to proceed with remediation at the Bickerley at the earliest date possible; and
  - 2.4.3 instruct an agent or surveyor to represent the Council in further discussions about remedial works and negotiations about compensation with Wessex Water provided Wessex Water bears the fees (as it indicated it would when it served the statutory notice of the scheme in July 2015).
- 2.5 Notwithstanding item 2.4.3 above and that compensation for the full costs consequential on the continued delay (to include lost revenue from events cancelled or relocated at a loss and the costs of further remediation works at Carvers) will be sought, it would be prudent to mitigate costs arising from the likely delay since, at this stage, officers cannot guarantee that Wessex Water will ultimately bear these in full and plan events accordingly.

### 3. Issues for decision and any recommendations

**A**

There is no issue for decision at this time. RECOMMENDATION: To note this report.

For further information, contact:

Chris Wilkins, Town Clerk  
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Email: [chris.wilkins@ringwood.gov.uk](mailto:chris.wilkins@ringwood.gov.uk)

Jo Hurd, Deputy Town Clerk  
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### 1. Introduction and background

The need for repairs and minor alterations to the war memorial was identified by early 2016. Two estimates from stonemasons were obtained that year but these included no precise details of the works required. The local branch of the Royal British Legion Club is willing to advise upon the project and assist in procuring funding for it.

### 2. Objectives

Main: To complete essential refurbishments, corrections and additions to the memorial in readiness for Remembrance Day 2018.

Secondary: To acquire an accurate survey and updated record of the state and condition of the memorial.

### 3. Probable Timeline

Stage	Description	Target end date
Project preparation	Project design (inc. research and commissioning of measured survey)	Completed
Project start	Member approval of Project Outline & phase 1	07 Feb. 2018
Phase 1	Commission visual survey of defects and prepare specification of works	31 March 2018
Phase 2	Tendering exercise, funding and consent applications and contract award	30 June 2018
Phase 3	Completion of works and reinstatement of site	30 Sept. 2018

### 4. Management

This will be a Town Council project (since the memorial stands on land owned by the council and in order to ensure full recovery of VAT on expenditure). It should, therefore, be overseen by the Recreation, Leisure & Open Spaces Committee and managed by the Town Clerk (subject to committee approval of phases 2 & 3). Volunteers will undertake the necessary research. Sheerin Bettle Architecture will prepare the specification and obtain prices.

### 5. Costs and budget

The measured survey cost £125. The previous quotes were not based on any survey or specification so the figures obtained give no reliable guide to the likely cost. The council has set £1,500 aside for the project. It is hoped that a grant will cover three-quarters of the cost of the works and crowd-funding will cover the rest leaving the council to bear only the survey cost already incurred. More detailed and reliable figures will be available when approval is sought for phases 2 and 3.

## Intruder alarm monitoring and key-holding service

### 1. Introduction and reason for report

- 1.1 This committee recommended at its December meeting that steps be taken to upgrade the intruder alarm systems at the three sites where they are presently installed including the addition of alarm monitoring and key-holding services (see Minute ref OS/5729). Costs for the hardware installations required have already been provided. Quotations for the alarm monitoring and key-holding service have now been obtained.

### 2. Background information, options, impact assessment and risks

- 2.1 The quotations from three SIA-accredited suppliers operating locally have been obtained as follows:

Supplier	Annual Charge	Call-out charge	Additional hours on site
"A"	£600	£30 (first hour)	£23
"B"	£600	£30 (first 30 mins)	£25
"C"	£399	£15 (first hour)	£12.50

Supplier names have been with-held for commercial reasons; councillors may apply to the Town Clerk to be told them if desired.

- 2.2 Officers propose to proceed with the hardware installation and initiation of the alarm monitoring and key-holding service with supplier "C" as soon as practicable unless there is any objection from members.

### 3. Issues for decision and any recommendations

There is no issue for decision at this time. RECOMMENDATION: To note this report.

For further information, contact:

Chris Wilkins, Town Clerk  
Direct Dial: 01425 484720  
Email: [chris.wilkins@ringwood.gov.uk](mailto:chris.wilkins@ringwood.gov.uk)

**RECREATION, LEISURE AND OPEN SPACES COMMITTEE**  
**7th FEBRUARY 2018**

**FEES & CHARGES 2017/2018**

**1. INTRODUCTION**

- 1.1 Members are required to consider proposals to adjust the discretionary fees and charges applied for the use of sports facilities, cemeteries and allotments.
- 1.2 The proposals are set out in Appendix A

**2. FEES & CHARGES 2018/19 – MAIN CONSIDERATIONS**

- 2.1 In preparing the budget for 2018/19, a default assumption of 2% inflation was applied. This generated an increase in planned income from fees & charges of £1,747.
- 2.2 However, it is impractical and may well be counterproductive to apply a 2% increase to each individual service charge. Some of the services provided by the Town Council have seen a reduction in activity and any increase might well accelerate this reduction. Other services are more robust and some have seen little or no increase for a number of years.
- 2.3 Sports and playing fields have seen a decline, most noticeably in tennis and ad hoc pitch hire. Club block booking remain healthy but such arrangements are not covered by these fees and charges, although they are informed by them. Pitch hire fees were last increased in 2015 and it is proposed, therefore, to increase block booking charges by 12.5% to £80.00 per match for senior players and a similar percentage increase for juniors. Members should note that the annual fee for the lease to the Football Club of grounds at Long Lane is due for renewal in August 2018. The cost of hire for the Bickerly ( and Carvers) will increase by 3.2% to £155 per day/overnight hiring.
- 2.4 Consolidation of allotment pricing took place last year. Currently there are a handful of vacant plots and no waiting list and so it is proposed that fees remain at the current level for 2018/19.
- 2.5 Cemeteries charges were increased significantly in 2013. Income has been variable but it is unclear whether the price is a significant factor. However, it is proposed that, given the substantial increases five years ago, only very minor changes be introduced for 2018/19.
- 2.6 Room hire at the Place is significantly lower than comparable venue hire at, for example, the Gateway. It is proposed, therefore to increase the price of hiring the main hall from £12.50 per hour to £15.00 per hour (2%) but give discounts for block booking subject to agreement with the manager. By comparison, the Forest Suite is £30.00 per hour.

**3. FINANCIAL IMPLICATIONS**

- 3.1 It is unlikely that the proposed increases will, in isolation, deliver the planned income growth. However, the rent review at Long Lane will narrow the gap considerably and there is no reason that income targets should not be met.

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## 4. RECOMMENDATIONS

It is recommended that, subject to amendments made at this meeting:

- i) the proposed fees & charges in Appendix A be approved,

For further information please contact:

Rory Fitzgerald	or	Chris Wilkins
Finance Officer		Town Clerk
Tel: 01425 484723		Tel: 01425 484720

**RECREATION, LEISURE AND OPEN SPACES COMMITTEE**

**FEES AND CHARGES FOR 2017/18 WITH PROPOSALS FOR 2018/19**

**ALLOTMENTS**

SITE		2017/18 Residents	2017/18 Existing Non Residents	Proposal for 2018/19 Residents	Proposal for 2018/19 Existing Non Residents
Southampton Road	Double Plot	£50.00	£100.00	£ 50.00	£ 100.00
Southampton Road	Single Plot	£25.00	£50.00	£ 25.00	£ 50.00
Southampton Road	Mini Plot	£15.00	£30.00	£ 15.00	£ 30.00
Hightown Road	Single Plot	£25.00	£50.00	£ 25.00	£ 50.00
Hightown Road	Mini Plot	£15.00	£30.00	£ 15.00	£ 30.00
Upper Kingston	Double Plot	£60.00	£120.00	£ 60.00	£ 120.00
Upper Kingston	Single Plot	£30.00	£60.00	£ 30.00	£ 60.00

For all non-resident applicants, the charge is double that of residents.

**SPORTS FACILITIES - CARVERS**

2017/18 Cricket	Proposal for 2018/19
Block Booking: £70.00 per match – seniors £35.00 per match – juniors	£ 80.00 £ 40.00
Casual Booking (plus VAT): £80 – seniors at w/ends and full weekdays £75 – seniors weekday evenings £50 – juniors at w/ends and full weekdays £45 – juniors weekday evenings	£ 85.00 £ 80.00 £ 55.00 £ 50.00

**LONG LANE**

2017/18 Football	Proposal for 2018/19
<b>Block Booking:</b>	
£70 per match - seniors	£ 80.00
£35 per match - juniors	£ 40.00
£80 per session – mini (2 pitches)	£ 85.00
£35 9v9 per match	£ 40.00
£30 7 v 7 per match	£ 35.00
£20 5 v 5 per match	£ 25.00
<b>Casual Booking (plus VAT):</b>	
£75 per match - seniors	£ 80.00
£35 per match - juniors	£ 40.00

**BICKERLEY**

Each overnight stay (plus cost of portable toilet) Deposit chargeable £100/£150/£500	2017/18	Proposal for 2018/19
	£150	£155

# D

## CEMETERY

### Interment Fees

	2017/18	Proposed 2018/19
Child up to age 7	No charge	No charge
Child aged 7 to 16 years *	No charge	No charge
Person over 16 years *	£280	£280
Burial of Ashes	£140	£140
Scattering of Ashes	£60	£60

∩ Excludes grave digging

### Purchase of Exclusive Rights of Burial for 5 years

	2017/18	Proposed 2018/19
Infant's grave 4' deep	£200	£200
Earth Grave 8' deep	£450	£450
Construction of Walled Grave or Vault in Old Section only	Cost to be borne by applicant	Cost to be borne by Applicant

### Renewal of Reserving Exclusive Right of Burial for 5 years in Grave Space in Cemetery

	2017/18	Proposed 2018/19
Infant's Grave 4' Deep	£35	£40
Earth Grave	£75	£80

### Purchase of Exclusive Right of Burial for 30 years at time of Interment

	2017/18	Proposed 2018/19
Infant's Grave 4' deep	£200	£200
Earth Grave 8' deep	£450	£450
Construction of Walled Grave or Vault in Old Section only 8' deep	Cost to be borne by applicant	Cost to be borne by Applicant

### Purchase of Exclusive Right of Burial of Ashes for 5 years

	2017/18	Proposed 2018/19
Each single plot has a plot number	£125	£125
Each double plot has two consecutive single plot numbers	£250	£250

### Renewal of Reserving Exclusive Right of Burial of Ashes for 5 years

	2017/18	Proposed 2018/19
Single Ashes Plot	£30	£30
Double Ashes Plot	£55	£55

### Purchase of Exclusive Right of Burial of Ashes for 30 years at time of Interment

	2017/18	Proposed 2018/19
Each single plot has a plot number	£125	£125
Each double plot has two consecutive single plot numbers	£250	£250

NOTE: Non parishioner fees are quadrupled

**APPLICATION FOR A MEMORIAL IN PURCHASED GRAVES ONLY**

		2017/18	Proposed 2018/19
Headstone with base Book Memorial Lawn type headstone or other memorial Name plaque on grave	900 x 300 x 900mm 3' x 1' x 3'	<b>Unconsecrated</b> £135	£140
Headstone with base Book Memorial, Lawn type headstone or other memorial, Name Plaque on grave and Charge to meet faculty in Consecrated Ground where subsequent work is required to monuments, payable with memorial fees		<b>Consecrated</b> £400	£400
Vase with name inscribed/Baby headstone		£65	£65
Each inscription after the first		£65	£65
Headstone for new ashes plots Row T and child up to 16 years 1'8"w x 1'9"h x 10"d		£65	£65
Photo plaque on headstone		No charge	No charge
Flat stone (where no room on an existing memorial for added inscription	12" x 18"	£75	£80

**Memorials in New Garden of Rest for Purchased Cremation Plots**

		2017/18	Proposed 2018/19
Each single plot has a plot number	Memorial size 22" x 11" x 4" <i>sloping to 2"</i> 550 x 275 x 101mm	£75	<b>£80</b>
Each double plot has two consecutive plot numbers	22" x 22" x 4" <i>sloping</i> <i>to 2"</i> 550 x 550 x 101mm	£150	<b>£160</b>

**Memorials in Old Garden of Rest (note size differs)**

		2017/18	Proposed 2018/19
Single plot size	Memorial size 24" x 12" x 4" <i>sloping</i> <i>to 2"</i>	£75	£80

	2017/18	Proposed 2018/19
Cemetery and Memorial Search Fees	First 15 minutes free of charge, thereafter £40	£40

	2017/18	Proposed 2018/19
Faculty for Exhumation in Consecrated Ground	£250	£250

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## THE PLACE, CARVERS RECREATION GROUND

### Advance booking two weeks in advance

	2017/18	2018/19
Main Hall	£12.50 per hour	£15.00 per hour
Small Meeting Room / Medical Room	£10 per hour	£10.00 per Hour
Games Equipment	£5 per session	£5.00 per session
Tables & Chairs	£5 per session	£5.00 per session

### Late booking less than 2 weeks in advance

Main Hall	£15 per hour	£20.00 per hour
Small Meeting Room / Medical Room	£12.50 per hour	£15.00 per hour
Games Equipment	£7 per session	£10.00 per session
Extra Tables/Chairs (up to 20 chairs)	£7 per session	£10.00 per session

N.B. Each room has existing chairs and tables for youth activities. The above prices are where additional tables and chairs are requested.

All prices are subject to VAT

### Cancellation

The booking fee is non-refundable if booking is cancelled less than 24 hours prior to the booking.

### Block Booking Policy

Block booking may attract a discount on the above rates, subject to agreement with the manager of the Place.

**REPORT TO RECREATION, LEISURE & OPEN SPACES COMMITTEE  
7 FEBRUARY 2018**

**CHILDREN'S PLAYGROUNDS**

1. The Council is responsible for three children's playgrounds in the town at Carvers Recreation Ground, North Poulner Road (Toad Corner), and Ash Grove. The majority of the play equipment in Carvers was installed in 2000, Toad Corner was new in 2005 and Ash Grove in 2012.
2. Inevitably, due to its age, there are some pieces of equipment that could do with being replaced, although it should be noted that the playgrounds are regularly inspected and all equipment remains safe to use.
3. The Council holds a budget Provision for replacement play equipment and, notwithstanding any unforeseen expenditure, the balance of this Provision at the end of the current financial year will be £38,151. A further £6,900 will be transferred to the Provision in 2018/19, taking the total to £45,051.
4. Officers have identified some equipment they believe should be replaced, based on the level of ongoing maintenance required, and on feedback received from members of the public. However, in order to assess and prioritise works, and to determine what is achievable within the limited budget, it is suggested that a number of playground companies are invited to evaluate the current equipment and provide a recommended programme for replacement.
5. It is **RECOMMENDED** that Members consider allocating a fixed budget of, say, £40,000 and that up to six playground companies be invited to submit recommendations for replacement equipment.

For further information, please contact:  
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Deputy Town Clerk  
Tel: 01425 484721  
Email: jo.hurd@ringwood.gov.uk



Item No.	Name	Recent developments	Resource use				Finish in 2017-18?	Notes
			Finance			Staff time		
			Budget	Spent to date	Predicted out-turn			
<b>Projects with budgetary implications (bids included in 2017-18 budget)</b>								
A1	Training	Committee accepted officers' recommendation that this additional budget be vired to health & safety support	£1,810	£0	£0	Significant	Unlikely	The non-recurrent training approved at last budget setting has not been undertaken and can now best be addressed in other ways; especially through fund-raising training at a more appropriate level and external health & safety support.
A2	Installation of improved CCTV @ Ringwood Cemetery	Project completed	£1,000	£990	990	Moderate	Finished	The improvements are installed and working.
<b>Projects with budgetary implications (not included in 2017-18 budget but added since)</b>								
B1	Play equipment replacement	None		£0	£?	Moderate	Unlikely	To be funded from earmarked reserves. Report submitted by Deputy Town Clerk for consideration by committee on 7 <sup>th</sup> Feb.
B2	War Memorial repairs	Committee accepted officers' recommendation that tentative provision of £1,500 be transferred to earmarked reserve.		£125	£125	Moderate	Unlikely	Project outline prepared for consideration at meeting on 7 February 2018
B3	Intruder alarm monitoring	Quote for hardware installation received. Quotes for response service being obtained.		£0	£4,200	Moderate	Probable	This is being prioritized over other work. Non-recurrent cost is estimated at £4,200. Report on recurrent costs prepared for consideration on 7 <sup>th</sup> Feb.
<b>Projects with no budgetary implications</b>								
C1	Lighting at Carvers	Installation work has completed and the system is working with one				Moderate	Probable	Substantial completion has been certified and the bulk of the contract price paid from

		faulty unit.						developer contributions held by NFDC. Snagging items are covered by a small retention.	
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Item No.	Name	Brief description & notes (define scope and quality requirements)	Resource requirements						Budget Bid Priority (specify number)
			Finance			Time and attention			
			RTC recurring cost	RTC non-recurring cost	Other source	Members	Staff	Others	
<b>Projects with budgetary implications (for possible inclusion as bids in 2018-19 budget)</b>									
A1	Long Lane Sports Fields	Feasibility study into improvements to football and other sports facilities (s.106 funding?)	£0	£0	£5,250	Significant	Significant	Significant	N/A
A2	Cemetery improvements	Repairs and improvements to walls and paths (postpone columbarium?)	£0	£3,000	£0	Minimal	Significant	None	1
A3	Carvers Rec improvements	Installation of fitness trail (postpone running track and creation of car park?)	£0	£0	£10,000	Minimal	Moderate	None	3
A4	Mansfield Rd verge	Plant & maintain beech hedge along BT premises	£0	£1,160	£?	Minimal	Moderate	Moderate	2
A5	Grounds Equipment Purchase	Replacement of 7yo front deck mower	£0	£20,000	£0	None	Moderate	None	4
<b>Projects with budgetary implications (for possible inclusion as bids in later budgets)</b>									
B1	Land adjoining Poulner Pits		£0	£?	£?				
B2	Tennis at Carvers Rec	Improvements	£0	£?	£?				
B3	Riverside Walk		£0	£?	£0				
B4	Footpath extension at The Bickerley		£0	£?	£?				
B5	Brockey Sands	Volunteer-led environmental improvement?	£0	£?	£?				
B6	Green Sheds at Carvers	Replace facility	£?	£?	£0				
B7	Land at Folly Farm	Develop leisure use	£?	£?	£?				
B8	War Memorial Gardens	Incorporate path and enhance boundary features	£0	£?	£?				
<b>Projects with no budgetary implications</b>									



	None									
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