

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

Held on Wednesday 5th December 2018 at 7.00pm at Ringwood Gateway, The Furlong, Ringwood.

PRESENT: Cllr Andy Briers (Chairman)
Cllr Philip Day
Cllr Hilary Edge
Cllr Darren Loose
Cllr Anne Murphy
Cllr Gloria O'Reilly
Cllr Tony Ring
Cllr Tim Ward

IN ATTENDANCE: Chris Wilkins, Town Clerk
Nicola Vodden, Meetings Administrator
Cllr Jeremy Heron

ABSENT: Cllr Angela Wiseman
Imogen Lines-Clarke, Student Advisor
Alana Morris, Student Advisor

OS/5829 PUBLIC PARTICIPATION

One member of the public was present. There was no public participation.

OS/5830 APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies for absence had been received from Cllr Wiseman and Student Advisors, Imogen Lines-Clarke and Alana Morris.

OS/5831 DECLARATIONS OF INTEREST

There were none at this stage.

OS/5832 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Meeting held on 7th November 2018, having been circulated, be approved and signed as a correct record.

OS/5833 CARVERS CLUBHOUSE

Members were presented with the Manager's report (*Annex A*) and commented that she continues to do a very good job.



The Town Clerk reported that a meeting had taken place with Reverend Trick and that they would be looking at possible opportunities for developing options, to actively support outreach to young people. It was thought that the project would require limited resources and would start by identifying needs and investigating options for this service, if there is a need. It was planned that Carvers Working Party would meet in January and suggestions would be put to its members.

RESOLVED: That the Manager's report be received.

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| ACTION C Wilkins / C Bennett |
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OS/5834

EVENTS MANAGEMENT

i) EVENTS

Cllr Day provided an update in respect of events.

Remembrance Service - This event was organised by Reverend Roberts, Royal British Legion, with a fair degree of input from the Events Committee. Thanks were extended to Churches Together, Rotary for providing stewards, the Scouts for helping set up, removal of the chairs, stage and clearing up, the Salvation Army Band and Ollie Angel for the sound system. This was the best attended service with a couple of thousand people present and was an event that Ringwood can be proud of.

Christmas event

Cllr Day extended the Events Teams thanks to all of those involved including:-

Sponsors

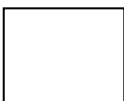
Anytime Fitness – financial sponsorship.
Abacus Truck and Van Hire – stage
Waitrose and Sainsbury's - sweets
Carr and Neave and Peter Hayward - use of the Grotto and adjoining shop for storage
Breast Cancer Charity - loan of Santa's furniture
Ringwood and Fordingbridge News - front page publicity both before and after the event
RTC Ground Staff - erecting street furniture and other banners and loan of truck, signage, barriers and sandbags

Performers

Churches Together - Carol singers
Sandy Balls - Puppets Scratch and Lucy
Darren Symes – dancer
Gracie Park – singer
Ringwood Rock Choir (all 60 of them)
Catherine Small and Feedback Fighters – band
Ollie Angel - sound system
Michael Lingam Willgoss - for commentating

Volunteers

Ringwood School pupils - for being elves and Roger the Ringwood Reindeer.
Ringwood Rotary - for providing stewards.
FATHER CHRISTMAS - who saw 170 children in his grotto and then gave presents to all the children who hadn't seen him in the Grotto
The Sampson family and their magnificent Percheron horses - for providing the transport for Father Christmas.



The “Star Ladies”, Mandy Oldfield (and her husband, Bob) and Nicki Vodden and Elin - for giving up their Saturday afternoon to decorate the Grotto and the stage (and Roy for providing sausage rolls to keep them going).

The husbands, wives and partners of the Event Team members - who have put up with their absences for many (many) evenings over the last few months and for all turning out on the day to help

Last but not least, a huge vote of thanks was extended to the Events Co-ordinator, Charmaine Bennett, who did a magnificent job, keeping the team together and, without whom, the Events Team could not have achieved what they did.

He added that the event was more successful than last year, with approximately 40 stalls. The fairground was bigger and proved popular and the Christmas tree was larger. The snow machine was fixed and the children loved it, whilst they waited to see Father Christmas. The look on their faces made the whole event worthwhile.

A wash-up meeting is planned and a recommendation will be made to the Committee with regard to next Christmas. It is hoped that this year’s event would be built on with it extending further down the High Street and into Southampton Road.

Cllr Day referred to a string of comments on a particular social media page which were less than complimentary and which descended into personal comments, which were inappropriate and upsetting. He did not propose to respond, however he felt it regrettable that a number of people, who did not attend the event, saw fit to make negative comments and personal attacks on those who organised the event.

Cllr Loose commented that all of the feedback he had received in relation to the fireworks, Remembrance and Christmas events had been positive and the Events Team had done Ringwood proud.

In relation to the timings, the heavy horse team were concerned that the crowd was more densely packed than anticipated and it was considered better to transport Father Christmas to the Market Place as soon as possible, albeit a few of minutes earlier than scheduled.

Also, due to the number of people gathered, in the Market Place, the security staff advised, following a risk assessment, that it would be safer for all concerned, for Father Christmas to leave via West Street, rather than his car manoeuvre through the dispersing crowd.

ii) EVENT CO-ORDINATOR ROLE

Members were asked to consider what recommendation to make in respect of the Events Co-Ordinator role (*Annex B – now amended*) and whether, in principle, the role was worth retaining.

Members of the Events Team commented that although the post was suggested initially to relieve pressure on the administration, they wholeheartedly agreed that the existence of the Co-Ordinator role has also been very successful in supporting the current Events Team with the fireworks event, Remembrance event and Christmas event. This role provides a link between the office and the team and it is not part of the Co-Ordinator’s function to organise events.

Historically, Members had concerns with the amount of time officers were spending on events and this had not, in the past, been costed or charged. More recently, the liaison between the Events Team and the office staff continued but was uncoordinated and, although it worked, was unwieldy and issues remained in relation to procedural and financial matters.



The introduction of the part-time post appears to be working very well, with substantially less time being spent by office staff on events. The proposed budget for this role represents the actual expense to the Council in a clear and transparent way and will only be called upon when required.

It was proposed and agreed that a change be made to the wording of the job description at point 1, to 'To attend meetings of and events organised by Ringwood Events Team (when requested to do so).' Members agreed that a recommendation be made to the Policy and Finance Committee that the post be made permanent.

RESOLVED: That the update in respect of events be received.

RECOMMENDED TO POLICY AND FINANCE COMMITTEE:

That the paid post of Events Co-ordinator be made permanent, upon expiry of the current trial period, and that the current salary scale and person specification be retained, with minor amendments to the job description, as indicated above.

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| ACTION C Wilkins |
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**OS/5835
PROJECTS**

Current

A1 – Play equipment – Some repainting is still to be done. The safety inspection has taken place and the park should be ready for opening shortly, with a re-launch to be organised.

A4 – Mansfield Road – an enquiry had been made to Ringwood Rotary Club in relation to funding and a response is awaited.

New

A1 – Workshop and store facilities – the Town Clerk had obtained advice about how to proceed with this project, the first step being to define more precisely what was required. He would meet with the Grounds Foreman in January to discuss and a further meeting would be arranged with the architect to assess options. Detailed specifications would be drawn up, there would follow a consultation with neighbours and pre-application advice sought from planners at NFDC. The budget proposed was the cost of the professional time and advice.

Members asked that enquiries be made, at the appropriate time, as to whether an application can be made to NFDC for funding of this project, from NFDC's portion of CIL receipts, as the improvements required would assist the Town Council in its responsibility to maintain open spaces.

A2 and A3 – Tree management - Further costings will be provided at the next meeting.

A4 – Pocket Park boardwalk – Quotes are being obtained. The grounds team have made some repairs.

B3 – Riverside Walk – Members agreed that this item be removed as there was little prospect of obtaining all of the landowners consent.



A proposal was made that a concrete table tennis table be installed at Carvers. Rather than add to this list of projects, it was suggested that the Manager at Carvers be informed and this be considered at the meeting of the Working Party, in January.

RESOLVED: That the update in respect of projects (*Annex C*) be received.

ACTION C Wilkins

**OS/5836
COMMITTEE BUDGET 2019/20**

Cllr Briers indicated that he is an allotment holder. As this is not a disclosable pecuniary interest, it did not exclude him from taking part in the discussion on fees and charges for 2019/20, nor voting on the matter.

Members considered the Finance Manager’s report on the Committee budget 2019/20 (*Annex D*). The Town Clerk explained the approach taken to achieve more realistic figures for anticipated expenditure next year. This has resulted in savings, which will offset the cost of additional items.

Referring to page 6 of Appendix B, Members confirmed the priority of the non-recurring items for consideration as bids for the 2019/209 budget, as unchanged and agreed the proposals for fees and charges, Appendix C.

- RESOLVED:** 1) That the budgets and proposals in Appendices A and B, of Annex D, be approved;
2) That the priority of proposals in Appendix A be confirmed;
3) That the proposed fees and charges for 2019/20 be approved.

ACTION R Fitzgerald

There being no further business, the Chairman closed the meeting at 8.20pm.

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

RECEIVED
19th December 2018

APPROVED
2nd January 2019

TOWN MAYOR

COMMITTEE CHAIRMAN

