

OPEN SESSION: There were no members of the public present.

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

Held on Wednesday 2nd December 2015 at 7.00pm

PRESENT: Cllr Andrew Briers (Chairman)
Cllr Emma Blake (Vice-Chairman)
Cllr Debee Deane
Cllr Anne Murphy
Cllr Tim Ward
Cllr Angela Wiseman

IN ATTENDANCE: Steve Nash, Town Clerk
Nicola Vodden, Meetings Administrator
Natasha Doe, Student Advisor

OS/5565

APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies for absence had been received from Cllr Terry and Bella Rix, Student Advisor.

OS/5566

DECLARATIONS OF INTEREST

None were declared at this stage.

OS/5567

MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Meeting held on 4th November 2015, having been circulated, be approved and signed as a correct record.

OS/5568

COMMITTEE BUDGET 2016/17

Members were asked to note the revised committee budget 2015/16 and the position in respect of the approved budget proposals 2015/16. They were also asked to consider the first draft budget for 2016/17 and new expenditure bids for 2016/17 (*Report A*).

Following discussions, it was decided that in respect of proposed new bids (Appendix A):-

- 1) Replacement Tipper Truck – that the bid be deferred until the financial year 2017/18
- 2) Replacement Ride on Mower – that the Council be requested to fund this essential piece of equipment, from reserves in the next financial year, as the current mower is at the end of its life. Parts are becoming obsolete and any breakdown will cost time and loss of income.
- 3) Ash Grove Play Area Path – whilst conscious of the legal obligation to keep the play area safe, it was felt that the amount quoted could not be justified, at this time, and members decided that this bid not be pursued, rather that the path be repaired and maintained by the ground staff, as required. The Town Clerk suggested that it may be possible to add this onto a larger job at some point in the future, possibly resulting in a more satisfactory price.

4&5) Invest to Save –Tree Surgery – The Town Clerk reported that a saving £1,470 could have been achieved last year, if some tree work had been undertaken in-house. In addition to savings, should staff be trained and certificates attained, other contracts could be sought, providing another potential revenue stream. Cllr Wiseman felt that tree surgery was a specialised job and that caution should be exercised, in determining the work to be undertaken. The Town Clerk indicated that the costs involved would be recouped in a year and that there was capacity to take on this work, due to the implementation of some smarter working practices. Provided there is compliance with the regulations, there would be no impact on the Council's insurance. Members were in favour of the proposal and decided to pursue this item as a new bid, rather than funding it from the training budget.

The Town Clerk indicated that the aim was for a zero increase on the budget and gave an explanation for the employee cost allocations, particularly in relation to allotments. Cllr Ward suggested that administration time could be reduced by accepting direct debit payments for allotment fees and requested that the RFO investigate if this was possible. It was acknowledged that revenue was low from allotments, however the Council may only charge what is considered reasonable and it was felt that the fees were at an appropriate level.

In relation to the tennis courts, which require a lot of maintenance and generate a low amount of revenue, the Town Clerk indicated that he had met with the Headteacher of Ringwood School, as the facility is used by the school a great deal. There is a further meeting scheduled for the New Year, to consider better use of the tennis courts and the alternative of Carvers, as a possible sports area. The Student Advisor indicated that currently the tennis courts were used for PE, netball, tennis and a play area at break times. Members felt that there was little awareness of the tennis courts existence, and being for public use. It was suggested that they be made more easily accessible and that there be some event in the future, to promote the facility.

- RESOLVED:**
- 1) That the budget proposals in Appendix A, subject to the above amendments, be approved
 - 2) That the budget proposals in Appendix B be approved
 - 3) That the proposed fees and charges for 2016/17 be approved

ACTION S Nash/R Fitzgerald
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There being no further business, the Chairman closed the meeting at 7.58 pm.

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

RECEIVED
16th December 2015

APPROVED
6th January 2016

TOWN MAYOR

COMMITTEE CHAIRMAN

RECREATION, LEISURE AND OPEN SPACES COMMITTEE
2nd DECEMBER 2015

DRAFT BUDGET 2016/2017

1. INTRODUCTION

- 1.1 Members are required to consider the budget proposals for 2016/17 for this Committee and to make recommendations to the Policy and Finance Committee.
- 1.2 To assist Members, the following draft documents are attached:-

Appendix A: Shows the progress made on the new expenditure items approved for inclusion in the 2015/16 budget together with proposals for new expenditure bids for 2016/17.

Appendix B: Shows the approved original budget 2015/16 of £173,884 (including non-recurring growth of £34,956 funded from reserves), the draft revised budget 2015/16 of £171,958 which reflects the forecast outturn for 2015/16 together with the first draft budget for 2016/17 of £175,294 which excludes any new bids. The revised budget 2015/16 includes capital expenditure of £403,250 funded entirely from grants and reserves.

Appendix C: Shows the proposed fees and charges for 2016/17.

2. REVISED BUDGET 2015/16

- 2.1 The revised budget shows a net decrease of £1,926 over the original budget. The main reasons for this are:-

Details	£
1. Reduced Staff Allocations	-10,900
2. Increased Grounds maintenance Income	-1,500
3. Increased Cemeteries Income	-4,000
4. Reduced Transfers from Provisions	9,000
5. Reduced Income from Sports activities	1,600
6. Additional Expenditure on cemeteries grounds and Buildings	2,900
7. Additional expenditure on Play Areas	700
Total	-1,950

- 2.2 The reduced staff allocation is largely due to a reduction in employee costs arising through staff turnover with new staff appointed at the lower end of the pay scales and a reduction in overall headcount.
- 2.3 The reduction in staff costs enables a reduction in the necessity to draw on the Town Council's limited reserves and so the extent to which these are being used to support expenditure has also been reduced in the current year.
- 2.4 The revised budget includes updated budgets for the capital schemes currently being progressed. These are being funded by a combination of Section 106 funding, borrowing and transfers from reserves with limited impact on the revenue account.

3. FIRST DRAFT BUDGET 2016/17

- 3.1 The base budget for 2016/17 has been prepared on an incremental basis by rolling forward the 2015/16 budget and adjusting for non recurring expenditure and known inflationary cost changes. As general inflation is currently running at or close to zero,

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no general inflation increases have been applied. The draft budget excludes any new expenditure bids. New bids that are being brought forward for consideration are set out in Appendix A.

- 3.2 An additional invest to save proposal is also being brought forward for consideration. The Town Council currently spends around £3,000 per annum on tree maintenance and emergency tree safety work. It is proposed that we train two of our grounds staff in the use of chainsaws and purchase the necessary equipment at a total cost of £1,760. It is estimated that this investment will deliver savings of £1,000 per annum. Further training in the future, to build on this foundation course will deliver additional savings.
- 3.3 Pages 1 and 2 of Appendix B show the summary budget figures for the Committee. Whilst Pages 3-7 show the detailed budgets. The two large capital schemes which are currently under development, the Skatepark redevelopment and acquisition of land at Long Lane, are expected to be completed in the current financial year with little impact on this Committee's budgets for 2016/17.
- 3.4 The proposed fees and charges for all the other activities within this Committee are shown in Appendix C. As inflation is currently very low, it is proposed that fees and charges be rationalised and simplified from 1st April 2016, rather than any blanket inflationary increase be applied. Nevertheless there will be some small increases to fees and charges.
- 3.5 The Committee is asked to consider the new bids in Appendix A including the invest to save proposal, the draft budget proposals in Appendix B, and the proposed fees and charges in Appendix C. These will then go forward to the Policy & Finance Committee later in December for consideration as part of the Council's total budget.
- 3.6 There will be a further opportunity to review the budget proposals and fees and charges for 2016/17 at the next meeting of this Committee in January 2016.

4. NEW BIDS 2016/17

- 4.1 New non recurring bids for 2016/17, amounting to £ 34,500 (net £19,694) are shown in appendix A, together with the invest to save bid detailed above of £1,760 (this compares with new approved bids for 2015/16 of £34,596). The Committee is requested to consider the proposals and decide whether the scheme should be included in the 2016/17 budget or if the cost of each proposal needs to be reviewed.
- 4.2 Further assessments may be made on items included in each of the Appendices and any further changes believed necessary will be reported at the meeting.

5. RECOMMENDATIONS

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

- i) the budgets and proposals in Appendices A and B be approved,
- ii) the proposals in Appendix A be ranked in order of priority,
- iii) the proposed fees and charges for 2016/17 be approved.

For further information please contact:

Rory Fitzgerald Finance Manager or Steve Nash, Town Clerk
E-mail: Council@ringwood.gov.uk Telephone: 01425 484723 or 01425 484720

RECREATION, LEISURE & OPEN SPACES COMMITTEE
REPORT ON APPROVED BUDGET PROPOSALS FOR 2015/16

NO.	ITEM	REASON	BUDGET 14/15 £	COMMENTS
1.	Metal door and posts for machine shed	To improve security	800	Work completed
2.	Play Area replacement safety surfaces	To replace worn and damaged soft surfacing around play park equipment	5,000	Work completed
3.	Replacement Tractor	Existing vehicle is not fit for purpose	26,000	New tractor purchased and operational
4.	Lightweight Breaker and tools	Identified requirement for this equipment	646	Equipment purchased
5.	Tennis Court Improvements	To bring the tennis courts up to an acceptable standard	2,150	Work completed
		TOTAL NET COSTS	34,596	

NEW BUDGET PROPOSALS FOR 2016/17

NO.	ITEM	REASON	16/17 £	17/18 £	18/19 £	Priority
1.	Replacement Tipper Truck	Existing vehicle is at end of life. This assumes that the vehicle is sourced second hand.	15,000			
2.	Replacement Ride on Mower	Existing machinery is at end of life.	15,000			
3.	Ash Grove Play Area Path replacement	Path is in an unsafe condition and requires replacement	4,500			
4.	Invest to Save - Tree Surgery	To train operatives in safe use of chainsaws and reduce reliance on external contractors. 1st year costs net of saving.	1,760			
5.	Invest to Save - Tree Surgery	Consequential savings from investment in chainsaw training	-1,000	-1000	-1000	
	Available funding from reserves		-14,806			
		TOTAL NET COSTS	20,454	-1,000	-1,000	

**SUMMARY RECREATION, LEISURE AND OPEN SPACES COMMITTEE
REVISED BUDGET 2015/16 & ORIGINAL BUDGET 2016/17**

1	2	3	4	5
Description	Actual 14/15 £	Original 15/16 £	Revised 15/16 £	Original 16/17 £
REVENUE EXPENDITURE				
Recreation & Open Spaces				
--Establishment	12,385	12,803	12,800	12,412
--Maintenance	18,214	27,921	27,900	21,283
--Machinery	10,831	39,532	39,610	12,825
--Employee Costs	126,782	131,394	122,220	127,678
--Planters	0	522	500	500
--Activities Expenses	7,754	11,489	13,170	9,070
--Other	1,111	1,200	1,450	1,450
Sub Total	177,077	224,861	217,650	185,218
Cemetery				
--Establishment	7,048	4,549	4,600	4,459
--Maintenance	4,132	3,652	6,500	3,417
--Employee Costs	30,120	32,889	31,771	33,120
Sub Total	41,300	41,090	42,871	40,996
Allotments				
--Establishment	772	1,269	950	1,100
--Maintenance	327	845	1,000	1,000
--Employee Costs	9,760	12,250	11,718	12,043
--Other	196	200	200	200
Sub Total	11,055	14,564	13,868	14,343
Total Revenue Expenditure	229,432	280,515	274,390	240,557
CAPITAL EXPENDITURE				
Recreation & Open Spaces	0	0	403,250	0
Total Capital Expenditure	0	0	403,250	0
COMMITTEE EXPENDITURE	229,432	280,515	677,640	240,557
REVENUE INCOME				
Recreation & Open Spaces	-36,952	-36,729	-37,712	-36,729
Cemetery	-23,507	-33,076	-37,100	-34,063
Allotments	-3,987	-4,200	-4,300	-4,300
Total Revenue Income	-64,446	-74,005	-79,112	-75,092
CAPITAL INCOME/FINANCE				
Recreation & Open Spaces	-708	0	-340,750	0
Total Capital Income/Finance	-708	0	-340,750	0
TOTAL COMMITTEE INCOME	-65,154	-74,005	-419,862	-75,092
TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS	164,278	206,510	257,778	165,464

**SUMMARY RECREATION, LEISURE AND OPEN SPACES COMMITTEE
REVISED BUDGET 2015/16 & ORIGINAL BUDGET 2016/17**

1	2	3	4	5
Description	Actual 14/15 £	Orig Est 15/16 £	Revised 15/16 £	Orig Est 16/17 £
ADD TRANSFERS TO PROVISIONS				
Recreation & Open Spaces	26,108	12,400	12,400	12,400
Cemetery	0	0	0	0
Total Transfer To Provisions	26,108	12,400	12,400	12,400
LESS TRANSFERS FROM PROVISIONS				
Recreation & Open Spaces	-7,340	-44,796	-97,990	-2,340
Cemetery	-225	-230	-230	-230
Total Transfer From Provisions	-7,565	-45,026	-98,220	-2,570
TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS	182,821	173,884	171,958	175,294
Add proposed new recurring bid				-1,000
Add proposed new non-recurring bids				36,260
Less financed from provisions				-14,806
NET COMMITTEE EXPENDITURE	182,821	173,884	171,958	195,748

**REVISED BUDGET 2015/16 & ORIGINAL BUDGET 2016/17
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Col. 1	2	3	4	5	6
Code	Description	Actual 14/15 £	Original 15/16 £	Revised 15/16 £	Original 16/17 £
	Establishment				
P210 TB101	--Cleaning materials & consums.	139	188	150	150
P100 TB101	--Electricity	537	1,043	1,200	1,043
P552 TB101	--Environmental Agency	447	470	450	470
T022 TB280	--Fuel	7,056	6,840	6,400	6,500
P553 TB101	--Health & Safety	453	209	200	200
S052 TB101	--Mobile Phones	759	689	700	689
S012 TB101	--Protective Clothes	1,076	835	1,000	835
P553 TB272	--Playground Inspections	250	600	600	600
T211 TB101	--Travel Expense	233	104	100	100
P150 TB229	--Water	1,435	1,826	2,000	1,826
	Total Establishment	12,385	12,803	12,800	12,412
	Maintenance				
S042 TB201	--Bickerley Toilets	0	73	50	73
P002 TB202	--Buildings	5	1,426	1,400	600
P002 TB203	--Carvers Pavilion-Maintenance	117	574	500	500
P002 TB208	--Dr Littles Garden-Wall Repairs	253	0	0	0
P542 TB229	--Fencing	365	2,087	2,000	2,000
P006 TB252	--Footpaths-repair root damage	0	0	0	0
P550 TB204	--Grounds - Carvers	1,408	2,087	2,000	2,000
P006 TB229	--Grounds - Other	3,364	3,130	3,000	3,000
P002 TB272	--Play Areas	0	6,043	6,700	1,000
P002 TB271	--Ash Gr Play-swings-non rec06/07	487	0	100	0
P002 TB218	--Poulner Lakes	86	522	500	500
P550 TB255	--St Furn paint	0	209	200	200
P545 TB229	--Tree Safety Work	2,860	5,217	5,000	5,000
P546 TB229	--Tree Safety Consultant	0	418	400	400
P002 TB224	--War Memorial	29	52	50	50
P002 TB213	--Long Lane Mtn	8,366	2,609	2,600	2,600
P550 TB423	--War Graves Maintenance	0	814	800	800
P002 TB217	--The Bickerley/Pocket Park	8	313	300	300
P006 TB207	--Maint in Closed Churchyard	572	2,087	2,000	2,000
P006 TB254	--Rodent Control	294	261	300	261
	Total Maintenance	18,214	27,921	27,900	21,283
	Machinery				
T110 TB280	--Hiring Costs	114	261	260	260
T010 TB280	--Machine Maintenance	7,633	11,060	11,000	11,000
T100 TB280	--Machine Purchases	1,862	26,646	26,500	0
S002 TB280	--Small Tools Purch	145	522	750	522
T010 TB281	--Cabstar Service/Maintenance	1,077	1,043	1,100	1,043
	Total Machinery Costs	10,831	39,532	39,610	12,825

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Appendix B

		Employee Costs				
E505	TB101	--Staff Training	622	1,600	1,600	1,600
E310	TB101	--Staff Recruitment	50	0	50	0
	0 207270	--Allocated Office Staff	38,590	39,391	32,735	34,001
	0 207271	--Allocated Groundstaff	87,520	90,403	87,836	92,077
		Total Employee Costs	126,782	131,394	122,220	127,678

REVISED BUDGET 2015/16 & ORIGINAL BUDGET 2016/17 RECREATION LEISURE & OPEN SPACES COMMITTEE

Col. 1	2	3	4	5	6
Code	Description	Actual 14/15 £	Original 15/16 £	Revised 15/16 £	Original 16/17 £
	Planters				
S002	TB253	--Planters For Floral Displays	522	500	500
		Total Planters	522	500	500
	Activities Expenses				
P006	TB219	--Poulner School Expenses	522	500	500
P006	TB225	--Ringwood School Expenses	470	470	470
P007	TB251	--Roundabout Flowerbeds	2,713	2,700	2,700
P006	TB251	--Flower Beds	1,043	1,000	1,000
P002	TB274	--Skate Park Maintenance	1,043	1,000	1,000
P006	TB204	--Cricket	522	500	500
P103	TB204	--Floodlighting	104	100	100
P006	TB221	--Football	522	2,500	500
P006	TB228	--Rugby	104	100	100
P006	TB205	--Tennis	2,359	2,300	200
S040	TB301	--Under 18s Entertainment	0	0	0
S040	TB302	--Young Childrens' Entertainment	2,413	2,087	2,000
		Total Activities Expenses	7,754	13,170	9,070
	Other				
P006	TB256	--Dog Waste Collection	784	1,200	1,200
S380	TB256	--Dog Waste Bins	203	250	250
P002	TB257	--Travellers	124	0	0
		Total Other	1,111	1,450	1,450
		Total Revenue Expenditure	177,077	217,650	185,218
	Capital Expenditure				
	0 0	--Skatepark Enlargement	0	153,250	0
C320	TB218	--Poulner Lakes-Access Road	0	0	0
		Total Capital Expenditure	0	153,250	0
		COMMITTEE EXPENDITURE	177,077	370,900	185,218

REVISED BUDGET 2015/16 & ORIGINAL BUDGET 2016/17 RECREATION LEISURE & OPEN SPACES COMMITTEE

Col. 1	2	3	4	5	6
Code	Description	Actual 14/15 £	Original 15/16 £	Revised 15/16 £	Original 16/17 £
	REVENUE INCOME				
R010	TB101	--Rent: Land Adjoining 61 N Poul	0	0	0
R011	TB219	--Poulner School Maint	-12,100	-14,608	-14,608
R029	TB220	--Poulner Infant School	-1,900	0	-1,975
R012	TB225	--Ringwood School Maint	-7,904	-5,217	-6,200
R013	TB226	--Ringwood Junior School Maint	-476	-104	-315
R014	TB251	--Roundabouts Flower Beds	-2,150	-2,087	-2,250
R017	TB227	--Bowling	-1,453	-1,461	-1,330
R018	TB204	--Carvers	0	-1,252	-1,200
R019	TB204	--Cricket	-1,769	-2,609	-2,000
R021	TB204	--Floodlighting	0	-52	-25
R022	TB213	--Football	-6,156	-6,000	-6,000
R023	TB228	--Rugby	-723	-730	-1,776
R025	TB204	--Tennis	-211	-417	-200
R026	TB201	--The Bickerley	-1,518	-1,252	-1,200
R027	TB206	--Castleman Trail	-584	-835	-500
R028	TB101	--Wayleaves	-8	-104	-91
	Total Revenue Income	-36,952	-36,729	-37,712	-36,729
	CAPITAL INCOME/FINANCE				
R583	TB902	--S106 Contribution re Skatepark	-708	0	-153,250
0	0	--PWL B Loan re land purchase	0	0	-187,500
R583	TB114	--Capital Grants	0	0	0
R081	TB114	--Contribution from HCC	0	0	0
	Total Capital Income/Finance	-708	0	-340,750	0
	TOTAL COMMITTEE INCOME	-37,660	-36,729	-378,462	-36,729
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS	139,417	188,132	-7,562	148,489
	Transfer To Provisions				
M410	TB114	--Machinery	8,500	5,500	5,500
S002	TB114	--Play Equipment	17,608	6,900	6,900
	Total Transfers To Provisions	26,108	12,400	12,400	12,400
	Transfer From Provisions				
R551	TB114	--Transfer from Provisions (rev)	-5,000	-42,456	-33,150
R550	TB114	--Transfer from Provisions (cap)	0	0	-62,500
R552	TB114	--Transfer from Devlprs contrib (rev)	-2,340	-2,340	-2,340
	Total Transfers From Provisions	-7,340	-44,796	-97,990	-2,340
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS	158,185	155,736	-93,152	158,549

**REVISED BUDGET 2015/16 & ORIGINAL BUDGET 2016/17
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Non Recurring Items Included in 2015/16 Budget, deducted from 2016/17 Budget

		£	
1.	--Replacement Vehicles & Equipment	26,000	
2.	--Lightweight breaker and bits	646	
3.	--Metal door & posts for machine shed	800	
4.	--Tennis Court Improvements	2,150	
5.	--Play Area replacement safety surfaces	5,000	
		Net Total	
		34,596	
Less financed from provisions			
		-	42,456
		Net non recurring bids	-7,860

Non Recurring Items for consideration for 2016/17 Budget

			Priority
11	--Replacement Vehicle	15,000	0
12	--Replacement ride-on mower	15,000	0
13	--Ash Grove Play Area pathway replacement	4,500	0
14	--Chainsaw Operative training	1,760	0
15	0	0	
		Total	
		36,260	
Less financed from provisions			
		-	14,806
		Net new non recurring bids	21,454

Recurring Items for inclusion in 2016/17 Budget

30	--Chainsaw Operative training - operational revenue savings	-1,000	0
31	0	0	
		Total	
		-1,000	

**REVISED BUDGET 2015/16 & ORIGINAL BUDGET 2016/17
CEMETERY**

Col. 1	2	3	4	5	6
Code	Description	Actual 14/15 £	Original 15/16 £	Revised 15/16 £	Original 16/17 £
	Establishment				
P210 TB401	--Cleaning materials	78	31	30	31
P100 TB401	--Electricity	421	417	500	417
P556 TB401	--Business Rates	3,285	3,579	3,500	3,500
P155 TB401	--Sewerage Expenses	0	157	150	150
S059 TB401	--Telephone	256	261	270	261
P150 TB401	--Water	158	104	100	100
S040 TB401	--Cemetery New Plan	2,850	0	50	0
	Total Establishment	7,048	4,549	4,600	4,459
	Maintenance				
P006 TB421	--Buildings	570	209	600	209
P211 TB422	--Chemicals	0	0	0	0
S040 TB421	--Grounds	1,755	470	3,000	470
P547 TB422	--Memorial Safety	0	522	500	522
S040 TB424	--Columbarium	0	0	0	0
S040 TB425	--Refuse Collection	1,507	1,617	1,800	1,617
P545 TB422	--Trees	300	835	600	600
	Total Maintenance	4,132	3,652	6,500	3,417
	Employee Costs				
E690 TB481	--Allocated Office Staff	8,120	10,257	9,792	10,069
E691 TB481	--Allocated Groundstaff	22,000	22,631	21,980	23,050
	Total Employee Costs	30,120	32,889	31,771	33,120
	TOTAL EXPENDITURE	41,300	41,090	42,871	40,996
	INCOME				
R050 TB401	--Burials	-10,545	-14,608	-15,000	-15,000
R051 TB401	--Purchase of Plots	-8,583	-11,478	-12,000	-12,000
R052 TB401	--Grave Maintenance	-92	-73	-200	-150
R053 TB401	--Legacy	-99	-104	-100	-100
R054 TB401	--Memorials	-3,368	-6,000	-6,500	-6,000
R054 TB422	--Memorial Benches	0	0	-2,500	0
R056 TB401	--War Graves	-820	-814	-800	-814
	TOTAL INCOME	-23,507	-33,076	-37,100	-34,063
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS	17,793	8,013	5,771	6,933
	Transfer To Provisions				
M410 TB414	--Memorials Provision	0	0	0	0
	Transfer From Provisions				
R551 TB414	--Transfer from Provisions (rev)	0	0	0	0
R486 TB414	--Transfer from Reserve (Maint)	-225	-230	-230	-230
	Total Transfers From Provisions	-225	-230	-230	-230
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS	17,568	7,783	5,541	6,703

**REVISED BUDGET 2015/16 & ORIGINAL BUDGET 2016/17
ALLOTMENTS**

Col. 1	2	3	4	5	6
Code	Description	Actual 14/15 £	Original 15/16 £	Revised 15/16 £	Original 16/17 £
	EXPENDITURE				
	Establishment				
P150	TB501 --Water	772	1,269	950	1,100
	Total Establishment	772	1,269	950	1,100
	Maintenance				
S100	TB510 --Allotments Maintenance	18	528	500	500
P420	TB510 --Pest Control	309	317	500	500
P151	TB510 --Hightown Road Water Supply	0	0	0	0
	Total Maintenance	327	845	1,000	1,000
	Employee Costs				
E690	TB501 --Allocated Office Staff	8,640	11,084	10,585	10,855
E691	TB501 --Allocated Groundstaff	1,120	1,167	1,134	1,188
	Total Employee Costs	9,760	12,250	11,718	12,043
	Other				
S043	TB501 --Competition	196	200	200	200
	Total Other	196	200	200	200
	TOTAL EXPENDITURE	11,055	14,564	13,868	14,343
	INCOME				
R070	TB501 --Allotment Rents	-3,987	-4,200	-4,300	-4,300
	TOTAL INCOME	-3,987	-4,200	-4,300	-4,300
	TOTAL NET EXPENDITURE	7,068	10,364	9,568	10,043

RECREATION, LEISURE AND OPEN SPACES COMMITTEE

2nd DECEMBER 2015

FEES AND CHARGES FOR 2015/16 WITH PROPOSALS FOR 2016/17**ALLOTMENTS**

SITE		2015/16 Residents	2015/16 Existing Non Residents	Proposal for 2016/17 Residents	Proposal for 2016/17 Existing Non Residents
Southampton Road	Double Plot	£37.50	£75.00	£40.00	£80.00
Southampton Road	Single Plot	£24.00	£48.00	£25.00	£50.00
Hightown Road	Single Plot	£24.00	N/A	£25.00	-
Hightown Road	Mini Plot	£12.00	N/A	£15.00	-
Upper Kingston	Double Plot	£43.50	£87.00	£45.00	£90.00
Upper Kingston	Single Plot	£27.00	£54.00	£30.00	£60.00

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

SPORTS FACILITIES - Carvers

2015/16 Cricket	Proposal for 2016/17
Block Booking: £70.00 per match – seniors £35.00 per match – juniors	£70.00 per match – seniors £35.00 per match – juniors
Casual Booking (plus VAT): £80 – seniors at w/ends and full weekdays £74 – seniors weekday evenings £49 – juniors at w/ends and full weekdays £44 – juniors weekday evenings	£80 – seniors at w/ends and full weekdays £75 – seniors weekday evenings £50 – juniors at w/ends and full weekdays £45 – juniors weekday evenings

Long Lane

2015/16 Football	Proposal for 2016/17
Block Booking:	
£65 per match - seniors	£65 per match - seniors
£33 per match - juniors	£35 per match - juniors
£74 per session – mini – use of 5 pitches Now 2 pitches	£75 per session – mini – use of 2 pitches
£26 9 v 9 per session	£30 9 v 9 per session
£ 7 v 7 per session	£25 7 v 7 per session
£15 5 v 5	£15 5 v 5 per session
Casual Booking (plus VAT):	
£74 per match - seniors	£75 per match - seniors
£33 per match - juniors	£35 per match - juniors

Each overnight stay (plus cost of portable toilet)	2015/16 £125	Proposal for 2016/17 £150
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CEMETERY**Interment Fees**

	2015/16	Proposed 2016/17
Child up to age 7	No charge	No charge
Child aged 7 to 16 years *	No charge	No charge
Person over 16 years *	£275	£275
Burial of Ashes	£138	£140
Scattering of Ashes	£56	£60

i **Excludes grave digging****Purchase of Exclusive Rights of Burial for 5 years**

	2015/16	Proposed 2016/17
Infant's grave 4' deep	£197	£200
Earth Grave 8' deep	£440	£440
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

	2015/16	Proposed 2016/17
Infant's Grave 4' Deep	£35	£35
Earth Grave	£75	£75

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

	2015/16	Proposed 2016/17
Infant's Grave 4' deep	£197	£200
Earth Grave 8' deep	£440	£440
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

	2015/16	Proposed 2016/17
Each single plot has a plot number	£120	£125
Each double plot has two consecutive single plot numbers	£240	£250

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

	2015/16	Proposed 2016/17
Single Ashes Plot	£27	£30
Double Ashes Plot	£54	£55

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

	2015/16	Proposed 2016/17
Each single plot has a plot number	£120	£125
Each double plot has two consecutive single plot numbers	£240	£250

Application for a Memorial in Purchased Graves only

		2015/16	Proposed 2016/17
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'	Unconsecrated £135	£135
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		Consecrated £395	£400
Vase with name inscribed		£63	£65
Each inscription after the first		£63	£65
Headstone for new ashes plots Row T and child up to 16 years 1'8" w x 1'9" h x 10" d		£63	£65
Photo plaque on headstone		No charge	No charge
Flat stone (where no room on an existing memorial for added inscription	12" x 18"	£73	£75

Memorials in New Garden of Rest for Purchased Cremation Plots

		2015/16	Proposed 2016/17
Each single plot has a plot number	Memorial size 22" x 11" x 4" 550 x 275 x 101mm	£73	£75
Each double plot has two consecutive plot numbers	22" x 22" x 4" 550 x 550 x 101mm	£146	£150

Memorials in Old Garden of Rest (note size differs)

		2015/16	Proposed 2016/17
Single plot size	Memorial size 24" x 12" x 4"	£73	£75

	2015/16	Proposed 2016/17
Cemetery and Memorial Search Fees	First 15 minutes free of charge, thereafter £40	No change

	2015/16	Proposed 2016/17
Faculty for Exhumation in Consecrated Ground	£235	£235

NOTE : Cemetery fees are quadrupled for non-residents