



YAXLEY PARISH COUNCIL

Amenity Centre, Main Street, Yaxley Peterborough PE7 3LU

Tele/Fax 01733 241958

Email: clerk@yaxleypc.org.uk Website: www.yaxleypc.org

To: All Members of the Community Facilities Committee

Sir/Madam

You are hereby summoned to attend a Meeting of the **Community Facilities Committee** of the Yaxley Parish Council to be held on **Tuesday 23rd November 2021** in **Queens Park, Daimler Avenue, Yaxley, PE7 3LX** starting at **7.00pm**, followed by a meeting of the **Planning Committee**, anyone wishing to attend the meeting should observe social distancing rules and wear a mask.

H. Taylor

Helen Taylor
On behalf of Yaxley Parish Council

16th November 2021

THE PUBLIC AND PRESS ARE ALWAYS WELCOME

AGENDA

- CF35. APOLOGIES FOR ABSENCE**
To receive and accept apologies for absence.
- CF36. DECLARATIONS OF INTERESTS IN AGENDA ITEMS**
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.
- CF37. MINUTES**
To approve as a correct record the Minutes of the meeting of the Community Facilities Committee held on 29th September 2021 - attached.
- CF38. PUBLIC PARTICIPATION**
A maximum of 15 minutes is permitted for members of the public to address the Council.
- CF39. BUDGET 2021/22**
To receive and note the actual spend to 30th September 2021, the predicted against 2021/22 and the Budget for 2022/23 prior to its submission to full Council - report attached.
- CF40. DISABLED ROUNDABOUT - SOVEREIGN**
To receive an update on the repairs to the disabled roundabout.

CF41. THE GREEN CANOPY PROJECT - UPDATE
Clerk to report

CF42. TREE WORK UPDATE
Clerk to report

CF43. COMMUNITY FRIDGE UPDATE

CF44. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - EXCLUSION OF PRESS AND PUBLIC

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business relating to quotes received, the Press and the Public be excluded from the Meeting.

CF45. VE DAY LUNCH ARRANGEMENTS
To receive a report by the Clerk

CF46. SKATE PARK EXTENSION
To receive a report by the Clerk detailing two quotes received – attached.

CF47. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 – RE-ADMITTANCE OF PRESS AND PUBLIC

To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

Cut off time for the meeting is 20.00

**Minutes of the Meeting of the Community Facilities Committee
held in the Council Chamber, Yaxley Parish Council on 28th September 2021 at
7.00pm.**

Present:- Councillor J Lusted – Chairman;

Councillors R Butcher, D Chapman, K Gulson, S McMullon, G Needham, M Oliver and S Wayland.

In attendance – R. Bingham, Councillor S Sanderson, Mrs H Taylor (Clerk) and one member of the public.

CF18. APOLOGIES

Apologies for absence from the meeting were received and accepted on behalf of Councillors A Knight and A Minns (work related and personal respectively).

CF19. DECLARATION OF INTERESTS

Councillors R Butcher, K Gulson, S McMullon declared “other” interests in Item No.CF24 by virtue of being allotment holders. Councillor K Gulson also declared “other” interests in CF22 and CF26 by virtue by being a volunteer of the Yaxley Countryside Group and the Community Fridge.

CF20. MINUTES

Councillor R Butcher proposed approval of the Minutes of the Committee held on 22nd June 2021. This was seconded by Councillor D Chapman and unanimously **RESOLVED**.

CF21. PUBLIC PARTICIPATION

A resident addressed the meeting to express their concerns over the lack of engagement by the Parish Council with existing youth clubs and youth provisions in the village, namely the Social Echo and Young Yaxley Network and the future of the skatepark and the use of public money on an old worn-out piece of equipment. The Chairman thanked the resident for their observations adding that the recommendations he had suggested would need to be submitted to the next meeting of Full Council for consideration. The resident agreed to forward his written report to the Clerk to enable this to happen.

CF22. WILLOW POND UPDATE

The Clerk was pleased to report that the pond in the recreation ground had been scrapped out that morning by Callum Watt with the spoil being placed discretely around the park. Members asked that their thanks be passed onto Des and Callum Watt, mention was made also of the involvement of Councillors Butcher and Gulson who helped arrange the work. In response to a question regarding the ongoing maintenance of the pond, Mr Bingham advised that this would be placed on the Countryside Volunteers yearly work schedule for September/October.

CF23. ACTION PLAN

Members received and noted a schedule of the Committee’s projects included within the Council’s Action Plan, the schedule would be used as a basis for the budget setting in November.

CF24. ALLOTMENT UPDATE

Members were advised that following a recent allotment inspection, ten requiring improvement letters and two termination letters had been sent out. Sixteen names were on the waiting list, eight of which were current allotment holders looking to move plots and three were non-residents.

CF25. COMMUNITY AUTUMN LITTER PICK

The Clerk reported that the next Community Litter Pick would be the weekend of 16th and 17th October. In the meantime, William De Yaxley School were organising a school litter pick and would be borrowing the Council's litter pickers and high viz waistcoats.

CF26. COMMUNITY FRIDGE UPDATE

Councillor K Gulson advised that the Community Fridge has handed out over 9 tons of food since April, supporting 5,604 people. The success of the fridge was down to the volunteers who collected and bagged the surplus food, many of those being Parish Councillors, and to Food for Nought for their weekly deliveries.

CF27. MIDDLEGROUND REPAIR CAFÉ UPDATE

The Clerk reported that she was looking to relaunch the repair café in January. Talks have been held with the Carbon Footprint Group on the best way to restart the sessions and previous volunteers would be emailed soon. A resident had shown an interest in being involved in running the sessions and Councillor S Wayland would speak to someone in the village who did small general repairs to see if they would be interested in helping.

CF28. TREE WORKS UPDATE

By way of a report by the Clerk (a copy of which is appended in the Minute Book), Members were advised of the work identified during the annual tree survey. Members were pleased to note that the level of work was low which reflected the Council's ongoing tree maintenance programme.

CF29. VE DAY AFTERNOON TEA ARRANGEMENTS

The Clerk reported that the rearranged VE Day afternoon tea would be held on Friday 6th May 2022 in the Austin Hall. Quotes to supply the food would be sourced locally.

CF30. PLANT A TREE FOR THE QUEENS JUBILEE

Further to CF14, the Clerk advised that the Grounds Team were aiming to plant twenty-one trees next week to replace those lost due to disease or damage which would coincide with the Green Canopy project celebrating the Queens Platinum Jubilee. Councillor Gulson suggested that Des Watt may be a position to provide a small digger to dig out the holes and Mr Bingham offered the support of the Countryside Volunteers in planting the trees.

CF31. EXCLUSION OF THE PRESS AND PUBLIC

That in accordance with Section 1(2) of the Public Bodies (admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting.

It was proposed by Councillor R Butcher and seconded by Councillor D Chapman that the meeting should be closed to the public and press at 7.56pm.

CF32. RESURFACING OF THE WETPOUR ON THE CRADLE SWING AREA AND THE SEESAW, MIDDLETONS ROAD RECREATION PLAYAREA

Consideration was given to quotes received for the resurfacing of the cradle swing and see-saw areas on Middleton's Road Recreation Playarea (copies of the quotes are appended in the Annex to the Minute Book). Members were reminded that both sites had been highlighted in the annual playground inspections as requiring attention. Having considered the information before them and in noting that the cost would exceed the playground maintenance budget, Councillor R Butcher proposed that the quote from Wicksteed for £4,944.32 (excluding VAT) be approved and Full Council requested to fund the monies from the General Reserves to allow the works to proceed. This was seconded by Councillor K Gulson and unanimously **RESOLVED**.

CF33. SKATE RAMP REPAIRS

By way of a report by the Clerk (a copy of which is appended in the Annex to the Minute Book), Members were advised of the action taken to repair the skate ramps. Whilst undertaking the repairs an inspection of the framework had revealed that the plywood, to which the skatelite is attached, needs replacing. The meeting recognised that in the long term a more weather resistant construction may need to be looked at but in the short term, given the sport's popularity, the ramps needed to be repaired. Having considered the options available to replace the plywood, Members agreed that the whole of the under surface should be replaced with new plywood sheets. Given that other quotes were still awaited and the lack of specific funding in the budget for the work, Councillor K Gulson proposed that the quote(s) be taken to Full Council for consideration with a recommendation that the costs be taken from the General Reserves and that alternative contractors be approached to do the extension to give the current generation of skate park users a facility to use. This was seconded by Councillor R Butcher and unanimously **RESOLVED**.

CF34. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC.

That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business being concluded, the Press and Public be re-admitted to the meeting.

It was proposed by Councillor R Butcher and seconded by Councillor S Wayland that the press and public should be readmitted to the meeting.

Meeting closed at 8.15pm

Signed

Chairman.

		Last year 2020/21		Current Year 2021/22			2022/23	
		Budget	Actual March 21	Budget	Actual 30th Sept	Projected	Next Year Budget	
<u>Community Facilities</u>								
<u>200 Operations</u>								
1900	Miscellaneous Income	-	-	-	-	-	-	
Total Income		-	-	-	-	-	-	
4090	Insurance	3,100	2,149	3,100	1,640	1,900	2,100	Newer equipment
4200	Repairs & Renewals - all areas	2,000	1,674	2,000	1,394	2,000	1,800	
4202	Repairs & Renewals - Equip/Veh.	9,500	9,643	8,500	4,235	8,500	8,500	
4205	Road Fund Licence	600	582	600	683	683	600	2 Vehicles
4210	Fuel	6,500	3,763	5,750	3,330	5,750	5,750	
4430	Waste Removal & Bin Collection	8,500	6,909	8,500	4,254	7,826	8,000	To include bulky waste in 21/22
Overhead Expenditure		30,200	24,720	28,450	15,536	26,659	26,750	
Net Expenditure / (Surplus)		30,200	24,720	28,450	15,536	26,659	26,750	
<u>210 Highways</u>								
4230	Street Light - Electricity	280	37	280	-	280	280	Charged twice by CCC.in 19/20
4235	Street Light - Maintenance	1,000	200	500	-	500	200	*Any balances to Maintenance in Earmarked Reserves
4240	Notice Boards	150	-	150	-	-	150	Last new one in 2018
4243	Road Traffic Speed Monitoring	-	-	-	490	490	-	New for 2021 from Gen Reserves
4245	Bus Shelters - Maintenance	1,000	-	500	-	500	500	*Any balances to Maintenance in Earmarked Reserves
Net Expenditure / (Surplus)		2,430	237	1,430	490	1,770	1,130	

	Last year 2020/21		Current Year 2021/22			2022/23	
	Budget	Actual March 21	Budget	Actual 30th Sept	Projected	Next Year Budget	
220 Play Areas							
1400 Donations Received (Tesco)	-	-	-	-	-	-	Tesco promised a further £1,000 for the skatepark
Total Income	-	-	-	-	-	-	
4300 Maintenance	2,000	890	2,000	548	5,945	2,000	FC67.4 Community Facilities Committee from General Reserve
4301 Replacement of safety surfaces	-	-	5,000	4,789	4,789	5,000	New requirement
4333 Skate Park maintenance	1,500	850	1,500	1,472	21,092	1,500	FC67.4 Community Facilities Committee from General Reserve
4335 Play Equipment - Inspections	500	405	475	540	540	600	
Overhead Expenditure	4,000	2,145	8,975	7,349	32,366	9,100	
Net Expenditure / (Surplus)	4,000	2,145	8,975	7,349	32,366	9,100	
230 Cemetery							
1230 Burials	10,000	10,605	8,000	5,655	8,595	9,000	
1231 Sanctum Burials	5,500	13,330	7,500	6,880	11,080	9,500	
1235 Memorial Bench Donations	-	-	-	200	200	-	
Total Income	15,500	23,935	15,500	12,735	19,875	18,500	
4025 Cemetery Computer Program	205	193	205	-	193	388	21-22 Cemeteries will be brought into the main Omega Program
4270 Rates	1,922	1,896	1,950	1,896	1,896	1,950	Plus 3% Est
4285 Water Rates	295	187	275	135	275	275	
4300 Maintenance	2,500	116	1,500	562	1,500	1,500	*Any balances to Maintenance in Earmarked Reserves
4360 Columbaria Costs	3,000	3,529	3,000	5,200	6,669	7,000	We have stocks of caskets
4362 Benches (funded by receipts)	-	-	-	-	-	-	
4370 Pest Control	105	-	100	-	100	100	
Overhead Expenditure	8,027	5,921	7,030	7,793	10,633	11,213	
Net Expenditure / (Surplus)	(7,473)	(18,014)	(8,470)	(4,942)	(9,242)	(7,287)	

		Last year 2020/21		Current Year 2021/22			2022/23	
		Budget	Actual March 21	Budget	Actual 30th Sept	Projected	Next Year Budget	
240	Allotments							
1240	Allotment Rent	2,794	3,627	3,216	101	3,529	3,352	Not invoiced until December
	Total Income	2,794	3,627	3,216	101	3,529	3,352	
4025	Computer Programs & Support	128	349	350	-	250	250	
4275	Rent	475	450	475	450	450	475	
4285	Water Rates	750	719	830	563	829	830	Higher due to a dry spring and summer
4370	Pest Control	500	660	500	200	480	500	
4400	Drainage Rates	140	129	140	135	135	142	
	Overhead Expenditure	1,993	2,307	2,295	1,348	2,144	2,197	
	Net Expenditure / (Surplus)	(801)	(1,320)	(921)	1,247	(1,385)	(1,155)	
250	Open Spaces							
1138	Recharges	50	30	30	-	30	30	
1250	Grass Cutting Income	1,437	1,514	1,534	1,602	1,602	1,602	Increased by a small percentage in 20-21
1260	Rent on Field	1,248	1,248	1,248	1,248	1,248	1,248	
1400	Donations received	-	-	-	1,000	-	-	Tree donation received
	Total Income	2,735	2,792	2,812	3,850	2,880	2,880	
4285	Water Rates	145	65	112	52	112	112	
4320	Christmas Trees & Decorations	1,300	1,195	1,500	-	1,500	1,500	
4350	Tree Work & Surveys	3,000	7,555	6,245	3,471	6,245	6,000	*Any balances to Maintenance in Earmarked Reserves
4355	Flower Planting	1,332	1,161	1,250	333	1,161	1,250	To cover plant costs & Stands
	Overhead Expenditure	5,777	9,976	9,107	3,856	9,018	8,862	
	Net Expenditure / (Surplus)	3,042	7,184	6,295	6	6,138	5,982	

	Last year 2020/21		Current Year 2021/22			2022/23	
	Budget	Actual March 21	Budget	Actual 30th Sept	Projected	Next Year Budget	
255 Community Projects							
1900 CCC Community Fridge Donation	-	1,740	-	371	371	-	
Total Income	-	1,740	-	371	371	-	
4147 Youth Project	1,000	250	1,000	-	1,000	1,000	
4148 Community Allotment	200	-	200	-	200	200	
4149 Community Orchard	1,500	517	1,500	199	1,500	1,500	Bulbs and digging pond
4150 Outdoor Gym & Lifestyle Coach	1,000	-	1,000	-	1,000	-	
4152 Community Fridge	600	1,526	550	500	750	550	
4152 Community Fridge Storage Cupboard	-	-	-	519	519	-	Funded by the above donation
4153 Middle Ground Repair Café	1,000	245	250	-	245	250	Insurance, Banner etc
4154 VE Day Celebrations	2,500	-	-	-	-	-	Projected date is May 2022
4157 Recycling projects	-	-	1,500	943	1,466	1,500	
Overhead Expenditure (s)	7,800	2,538	6,000	2,161	6,680	5,000	
Net Expenditure / (Surplus)	7,800	798	6,000	1,790	6,309	5,000	
260 Astro Turf							
1015 Astro Turf Income	18,000	8,653	7,000	11,045	22,000	19,000	Assuming no further covid shutdowns
1901 Grant Received Covid Rates	-	2,777	-	-	-	-	
Total Income	18,000	11,430	7,000	11,045	22,000	19,000	
4270 Rates	3,085	3,044	3,135	3,044	3,044	3,135	Plus 3% Est
4280 Electricity	1,300	853	755	161	712	855	
4300 Maintenance	1,500	1,501	1,550	73	4,024	1,600	Annual maintenance one service
Overhead Expenditure	5,885	5,398	5,440	3,278	7,780	5,590	
Net Expenditure / (Surplus)	(12,115)	(6,032)	(1,560)	(7,767)	(14,220)	(13,410)	

		Last year 2020/21		Current Year 2021/22			2022/23	
		Budget	Actual March 21	Budget	Actual 30th Sept	Projected	Next Year Budget	
270	Recreation Ground							
1018	Recreation Pitch Hire	2,300	2,680	2,300	3,158	3,933	3,200	Dependent of weather conditions
1019	Fun Fair donation	350	-	-	-	-	-	Under current restrictions no income expected
1122	Ground Rent - Cadets	700	700	700	700	700	700	
1123	Ground Rent - Scout Hut	100	100	100	-	100	100	
1905	Insurance Claim	-	645	-	-	-	-	
	Total Income	3,450	4,125	3,100	3,858	4,733	4,000	
4285	Water Rates	100	(122)	80	33	80	80	Standpipe is turned off, only standing charge
4300	Maintenance	1,300	2,344	1,500	338	1,200	1,200	
	Overhead Expenditure	1,400	2,222	1,580	371	1,280	1,280	
	Net Expenditure / (Surplus)	(2,050)	(1,903)	(1,520)	(3,487)	(3,453)	(2,720)	
290	Queens Park Pitch							
1017	Queens Park Pitch Hire	6,000	3,278	3,250	4,403	6,685	5,350	
	Total Income	6,000	3,278	3,250	4,403	6,685	5,350	
4300	Maintenance	4,000	3,911	3,500	3,464	4,500	4,500	
	Overhead Expenditure	4,000	3,911	3,500	3,464	4,500	4,500	
	Net Expenditure / (Surplus)	(2,000)	633	250	(939)	(2,185)	(850)	

		Last year 2020/21		Current Year 2021/22			2022/23	
		Budget	Actual March 21	Budget	Actual 30th Sept	Projected	Next Year Budget	
501	Capital Projects							
1270	Sale of Assets		3,500	-	105	10,855	-	Sold old Scrubba, Kubota Tractor & Mower (offest against purchas
	Total Income	-	3,500	-	105	10,855	-	
4204	New Machinery, Equip & Tools	18,000	20,530	10,000	1,921	28,445	10,000	New Tractor, Mower & Floor Scrubber (Mower from Gen reserve
4246	Bus Shelters - Replacements	3,000	3,000	-	-	-	-	
4329	Skate Park Extension	-	-	-	-	-	-	2019/20 Budget has been put aside in reserves
4330	Play Equipment -Capital Repairs	-	-	3,000	-	3,000	-	£4,537 in Reserves assuming no spend 2021-22
5003	Reserve for Astro Pitch	5,000	-	5,000	-	5,000	5,000	£42,500 as at 31-3-22
	Reserve for a new Cemetery	10,000	-	-	-	-	-	£55,220 as at 31-3-21
	Overhead Expenditure	36,000	23,530	18,000	1,921	36,445	15,000	
	Net Expenditure / (Surplus)	36,000	20,030	18,000	1,816	25,590	15,000	

		Last year 2020/21		Current Year 2021/22			Budget
		Budget	Actual March 21	Budget	Actual 30th Sept	Projected	Next Year Budget
Community Facilities	Income	48,479	54,427	34,878	36,468	70,928	53,082
	Less Expenditure	107,512	82,905	91,807	47,567	139,275	90,622
	Net Expenditure / (Surplus)	59,033	28,478	56,929	11,099	68,347	37,540

Note *Any balances transferred to Reserves for future expenditure

The Predicted balance has been shown as the full amount, as any underspend will be placed in the Earmarked Reserves, for future use.