



Yeovil Town Council

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The Meeting... **Grounds and General Maintenance Committee**

The Time... **7.00pm**

The Date... **Monday 7 July 2008**

The Place... **Town House, 19 Union Street, Yeovil**

The Committee will be discussing all the items listed overleaf

If you need this information in large print, Braille, audio or another language, please ring 01935 382424



Alan Tawse

Alan Tawse
Town Clerk

1 July 2008

Please contact Sally Bing at the Town House for more information about this meeting

Grounds and General Maintenance Committee

To: All Members of the Grounds and General
Maintenance Committee

Philip Chandler (Ex-officio)

Dave Gooding

Pete Goodman

John Grana

Dave Greene (Vice Chairman)

John Hann

Steve Hawker

Simon Hester

Wes Read (Ex-officio)

Alan Smith

Jon Trevett (co-opted non-voting)

A G E N D A

PUBLIC COMMENT (15 Minutes)

1. **MINUTES**

To approve as a correct record the Minutes of the meetings held on 12 and 13 May 2008.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE**

5. **PLAY AND YOUTH FACILITIES UPDATE**

To consider a report by the Play and Youth Facilities Officer attached at page 2.

6. **YEW TREE PARK PLAY AREA**

To consider a report by the Assistant Town Clerk attached at page 2.

7. **ALLOTMENT EQUIPMENT**

To consider a report by the Assistant Town Clerk attached at page 3.

8. **ALLOTMENT TENANTS WORKING GROUP**

To consider the outcome of the Allotment Tenants Working Group held on 7 May 2008 (copies of the Minutes have been previously circulated).

9. **ALLOTMENT RENT REVIEW 2008**

To consider a report by the Assistant Town Clerk attached at page 4.

10. **FEEDBACK ON MEMBERS' TOUR OF ALLOTMENT SITES AND OPEN SPACES**

Following a tour of allotments; an opportunity to raise any questions/issues for consideration at a future meeting of the Committee.

11. **FINANCIAL STATEMENT FOR 1 APRIL TO 31 MAY 2008**

To consider the Financial Statement for period 1 April to 31 May 2008 (attached at pages 5 to 12).

PLAY AREAS AND YOUTH FACILITIES UPDATE

The following works have been carried out during the last few weeks.

Impact Absorbing Surface (Safety Surface) repairs have been carried out at following play areas.

- Grass Royal Play Area
- Preston Park Play Area, a large area of wet pour has been replaced.

Painting programme for 2008 has started and the following sites have been completed.

- Kingston View Play Area
- Turners Barn Lane Play Area
- Milford Park Youth Shelters
- Yew Tree Park Skate Park

Repairs and routine maintenance continue as time permits.
Weekly inspections are ongoing.

(Stephen Barnes – Play Areas and Youth Facilities Officer, 01935 462408)

YEW TREE PARK PLAY AREA REDEVELOPMENT PROJECT UPDATE

The Committee considered a report by the Play Areas and Youth Facilities Officer at the last meeting of the Committee in May and supported the project brief.

Presentations by three Play Area design companies were made to Members of the Yew Tree Park Steering Group, including the Town Clerk. One of the design companies was favoured above the other two and further investigations into their work are being made before an agreement is made. A further update will be brought to the next meeting of the Grounds and General Maintenance Committee.

(Sally Bing – Assistant Town Clerk, 01935 382424)

ALLOTMENT EQUIPMENT

A report was considered at the March meeting of the Grounds and General Maintenance Committee regarding proposed arrangements for equipment for allotment tenants.

Following consideration of the report, the Committee agreed the following:

“The Committee was supportive of giving allotment tenants the option to hire equipment from local hire companies to ensure fair distribution of resources and ease problems in transporting the relevant equipment to the allotment sites. It was felt however that the existing equipment could be kept in storage and the hiring initiative be trialled for one season. It was also noted that the comments of the Allotment Tenants Working Group were awaited and the Committee felt that these would be instrumental in making the correct decision with regard to allotment equipment.

RESOLVED

- (1) *that the matters be noted;*
- (2) *that the initiative to allow allotment tenants to hire equipment directly from reputable tool and equipment hire suppliers in the Yeovil area be supported; and*
- (3) *that a final decision regarding the hiring initiative be made at the May meeting of the Grounds and General Maintenance Committee – anticipating that the comments of the Allotment Tenants Working Group would be received by that time.”*

Comments from the Allotment Tenants Working Group were awaited but were unfortunately not available for that Grounds and General Maintenance meeting. The notes from the most recent Allotment Tenants Working Group meeting have now been received and state that the proposals for the future hire of allotment equipment were discussed and apparently no objections raised.

In accordance with the Delegation Scheme, any proposals to amend the current policy will need to be referred to the Policy, Resources and Finance Committee for comment and to full Council for approval.

The Committee is **RECOMMENDED** to consider the proposed new initiative with regard to allotment equipment in light of the views expressed by the Allotment Tenants Working Group.

(Sally Bing, Assistant Town Clerk – 01935 382424)

ALLOTMENT RENT REVIEW

The last allotment rent review was carried out in 2007 when it was agreed to increase the 2007/2008 annual rent charge of £3.41/perch (13p/sq metre) by 1 pence per square metre to £3.67/perch (14p/sq metre) and to review the allotment rents on an annual basis.

In accordance with the terms of the tenancy agreement, all tenants were given 12 months notice of this increase which will take effect from 1 October 2008.

A survey of various local authorities in the Somerset and surrounding areas has been carried out which has shown that the majority of local authorities are planning an increase of either 1 pence or 2 pence per square metre.

As the allotment rent helps to offset the costs of the maintenance of allotments, which are subject to inflation, it is in the tenants and the Town Council's interests that a realistic level of income is maintained to ensure that the costs of carrying out this work can continue to be met.

Therefore, following on from the continual gradual rental increases over the last four years, it is proposed that an increase of 26p/perch (1p/sq metre) be levied - commencing on 1 October 2008. If supported this would have the following effect:

Date	Annual Rent
1 October 2006	£2.62/perch (10p/sq metre)
1 October 2007	£3.41/perch (13p/sq metre)
1 October 2008	£3.67/perch (14p/sq metre)
1 October 2009	£3.93/perch (15p/sq metre)

On a typical plot this would have the effect of increasing the annual rent by £1.43 per annum (3p per week).

At present, the income from allotment rents (£7,000) equate to 27% of the overall costs (£26,274) of maintaining allotments across the Town. The outlined proposals may increase the percentage contribution of allotment maintenance being met by the tenants themselves, and will allow provision for future increases in expenditure for allotment maintenance.

In accordance with the Delegation Scheme, any proposals to amend the current charges will need to be referred to the Policy, Resources and Finance Committee for comment and to full Council for approval.

The views of the Committee are requested.

(Sally Bing – Assistant Town Clerk 01935 382424)