

## Abington Recreation Ground Committee

Meeting No. 213 held on Monday 12<sup>th</sup> November 2018 at 7.00pm, in the Abington Village Institute, High Street, Great Abington.

### Agenda

Meeting began 7.10pm

Those present at the meeting were: Louise Patten, Peter Brunning, Charlotte Adams, Dennis Tiplady, David Pimblett, Richard Allum, Genevieve Dalton, Liz Sainsbury & Alan Cooke  
In attendance: Lois Bull of Naturewatch (see item 10).

1. Apologies received from: Pennie Zimmern & Richard Smith
2. Minutes of previous meetings: 26<sup>th</sup> September 2018 – these have been emailed to the committee and will be considered at the next meeting.
3. Matters arising – No matters arising other than being considered below
4. New Members: The committee wishes to welcome Richard Smith as the new representative from Little Abington Parish Council, replacing Sally Simmons.
5. Treasurer's Report
  - 5.1 Finance Report

### ABINGTON RECREATION COMMITTEE FINANCE REPORT NOVEMBER 2018

#### BALANCES

	TOTAL	CURRENT (Treasurers a/c)	DEPOSIT (Instant a/c)
1.11.2018 per statements	£ 11,316.12	£ 963.69	£ 10,352.43
30.11.2018 (after payments)	£ 11,191.52	£ 1,839.09	£ 9,352.43

#### PAYMENTS to agree

The Abington institute room hire	£ 12.00
Mr Brunning reimbursement Key signs Ltd	£ 41.10
Whoopsy Daisy monthly payments SO	£ 71.50 per month
Transfer to current account	£1000.00

INCOME To note since last meeting	
Interest ( Sept, Oct)	£ 0.84

#### INVOICES.

- GAPC and LAPC -grants part 2. **Total £3281.25**
- **VAT** – Plan to claim near year end

Richard Smith has agreed to be the signatory for the account. PB & LP signed the mandate.  
(subsequently Lloyds advised that LP was not a full signatory, so SS also signed)

## Abington Recreation Ground Committee

### Terms of Reference

The Terms of Reference which were distributed at the previous meeting in September 2018 were discussed in detail and Genevieve (ARGC Treasurer), made notes of the requested changes. The final Terms of Reference document will be sent out to the committee prior to the next meeting. Action GD

- Financial summary Year to Date .**

ABINGTON RECREATION GROUND COMMITTEE ACCOUNTS SUMMARY 2018-19					
	Month	Prepared	7	58%	
<b>EXPENDITURE</b>	<b>BUDGET</b>	<b>EXPENDITURE YTD</b>	<b>VARIANCE against plan</b>	<b>% OF BUDGET</b>	<b>Notes</b>
VAT		318.12			
GRASS CUTTING	1,120.00	0.00	1,120.00	0	
MAINTENANCE/REPLACEN	1,100.00	1,224.14	-124.14	111	To agree budget lines . Includes fencing
CAPITAL PURCHASES	1,000.00	1,323.54	-323.54	132	seats
BIN EMPTYING	2,964.00	572.00	2,392.00	19	budget was to empty all bins
TREE WORK	1,500.00	650.00	850.00	43	
SAFETY INSPECTION	128.00	94.50	33.50	74	planned
INSURANCE	1,100.00	0.00	1,100.00	0	
AUDIT	150.00	126.50	23.50	84	planned
SUNDRIES	25.00	0.00	25.00	0	
HALL HIRE	72.00	36.00	36.00	50	
<b>TOTAL</b>	<b>9,159.00</b>	<b>4,344.80</b>	<b>4,814.20</b>	<b>47</b>	
<b>INCOME</b>					
	<b>BUDGET</b>	<b>INCOME YTD</b>	<b>VARIANCE against plan</b>	<b>% OF BUDGET</b>	<b>Notes</b>
GAPC GRANT	3937.50	1968.75	-1,968.75	50	
LAPC GRANT	2625.00	1312.50	-1,312.50	50	
INTEREST	3.60	2.18	-1.42	61	
OTHER			0.00		
VAT Refund		176.50			
<b>TOTALS</b>	<b>6566.10</b>	<b>3459.93</b>	<b>-3,106.17</b>	<b>53</b>	
<b>BALANCES Nov 2018</b>					
CURRENT ACCOUNT (Treasurers)		963.69			
DEPOSIT ACCOUNT (Instant)		10,352.43			
<b>TOTAL</b>		<b>£ 11,316.12</b>			

### 5.2 2018 – 19 Budget Plan

The committee discussed the draft budget plan taking into account the previous year's expenditure, and also future spending. PB identified that it is prudent to ensure that if there was no income or income was delayed the Committee has enough money to continue the basic duties of the committee which are risk management –insurance, maintenance of equipment and repairs. It was decided that an increase in the precept from both GAPC and LAPC should be requested as there would be a shortfall in income compared to expenditure. Action LP/LS & PB

## Abington Recreation Ground Committee

### ABINGTON RECREATION GROUND COMMITTEE 2018-19 Draft BUDGET PLAN

		2018-19 PLAN				2019-20 PLAN	
		PLAN	YTD M7	Projected	variance v budget	PLAN	Notes
<b>INCOME (excluding grants)</b>							
Great Abington Parish Council		3937.50	1968.75	3937.50	0%	3938	no increase
Little Abington Parish Council		2625.00	1312.50	2625.00	0%	2625	no increase
Abington United Football Club		0.00					is this line required?
Other /VAT		0.00	0.00	400.00		400	propose claim for calendar year
Bank Interest		3.60	3.04	6.00	67%	5.00	
<b>Total Income</b>		<b>6566.10</b>	<b>3284.29</b>	<b>6968.50</b>	<b>6%</b>	<b>6968.00</b>	
<b>EXPENDITURE</b>							
Grass Cutting		1120.00	0.00	1100.0	-2%	1122.00	assume max 2% increase
General Maintenance & Replacement		1100.00	1224.14	1435.0	30%	1000.00	strimming and misc items 18-19 included some fencing
Cost of equipment purchased/capital			1323.54				2019-20 plan ?
<b>Dog &amp; Rubbish Bin Clearing (Whoopsy Daisy)</b>		<b>2964.00</b>	<b>572.00</b>	<b>1000.0</b>	<b>-66%</b>	<b>3000.00</b>	<b>To agree on bin emptying requirements</b>
Tree Work		1500.00	650.00	1000.0	-33%	1500.00	no increase
Annual Safety Inspections							
	ROSPA	128	94.5	94.5	-26%	100.00	assume 5% increase on 2018 actual
	Trees- 3 yrly. Due 2020	0.00	0.00	0.00		0.00	assume next inspection April 2020
Insurance		1100.00	0.00	800.0	-27%	840.00	due March 2020. Assume 10% inc 2018
Audit		150.00	126.50	126.5	-16%	133.00	assume 5% inc on 2018 actual
Sundries inc Room Hire							
Room hire		72.00	36.00	72.0	0%	72.00	6 meetings @£12 each
Other Sundries (expense/reimbursements)		25.00	0.00	25.0	0%	25.00	
		<b>2018-19 PLAN</b>	<b>2019-20 PLAN</b>				

## Abington Recreation Ground Committee

		PLAN	YTD M7	Projected	variance v budget	PLAN	Notes
<b>Projects</b>							
	Pump track prep	1000.00	0.00	0.0	-100%	TBA	PLAN? source?
	Fencing	0.00	0.00	0.0		TBA	PLAN? source? GAPC S106 2018
	MUGA upgrade	0.00	0.00	0.0		TBA	PLAN? source?
	Play area	0.00	0.00	0.0		TBA	PLAN? source?
<b>Total Expenditure</b>		<b>9159.00</b>	<b>4026.68</b>	<b>5653.00</b>	38%	<b>7792.00</b>	
<b>INCOME - EXPENDITURE</b>			<b>-742.39</b>	<b>1315.50</b>		<b>-824.00</b>	shortfall income - expenditure

	<b>01.11.2018 YTD m7</b>	<b>ESTIMATES year end</b>	<b>opening balances 1.4.2018</b>
<b>Balances</b>	<b>11316.1</b>	<b>13400.1</b>	<b>12200.13</b>
Lloyds - Current Account - 30-97-24 7416749	963.69	3044.69	1850.74
Lloyds - Deposit Account - 30-97-24 0489694	10352.4	10355.4	10349.39
Capital Renewal Earmarked Reserve	2700.00	2700.00	
<b>ALLOCATED RESERVES</b>	<b>2700.00</b>	<b>2700.00</b>	2700
<b>UNALLOCATED RESERVES</b>	<b>8616.12</b>	<b>10700.12</b>	<b>9500.13</b>

### 6. Children's play area

6.1 General condition – Good – Soil was sourced free of charge from the Linton Road building site and this has been used to level and fill in holes in the Children's play area.

The large swing seat needs replacing. CA has sourced a quote for a large swing seat £43.80 including delivery & VAT – Proposed CA Seconded LS

6.2 Installation of Bins. – see minutes from last meeting

### 7. Multi- sport area

## Abington Recreation Ground Committee

- 7.1 General Condition – LP has cleared the weeds around the perimeter and removed composted leaves. More leaves will need to be removed towards the end of November.
- 7.2 Fencing – 3 Boards around the perimeter need to be replaced – this was agreed at the previous meeting, MB services have agreed to purchase 3 x boards and kindly agreed to install them free of charge if a member of the committee assists with the installation. PB to send LP the email quote from MB Services.

### 8. Outdoor gym

- 8.1 General condition – minor repairs completed. PB

### 9. Ground Condition

- 10.1 General Condition – good – Soil was sourced free of charge from the Linton Road building site and this has been used to level areas on the Recreation Ground.

### 10. Replacement of trees and Shrubs – area near to MUGA & container

Lois Ball representative of NatureWatch would like the committee to consider putting in some shrubs to attract insects, probably close to the container: Lois suggested Buddleia & Hebe. The committee agreed to the planting of shrubs in principle but felt like it would be advisable to get some more ideas/suggestions from the gardening club. As Richard Smith is a member of the Gardening Club, it was felt that he would be best placed to liaise with the Gardening club and report back at the next meeting.

Action RS

It was also suggested that Cambridgeshire and Peterborough Biodiversity Group (<http://www.cpbiodiversity.org.uk/>) might be helpful and might even have funding.

David Pimblett presented a list of several varieties of trees and their approximate cost and size.

Trees – Oak Franetto – approximate cost £300.00 per tree

Birch Tree – approximate cost £90.00

Tulip Tree – approximate cost £107.00

Liquid Amber – approximate cost £140

Black Walnut – approximate cost £77.00

Metasequoia – approximate cost £128.00

## Abington Recreation Ground Committee

It was felt that it would be beneficial for the committee to see images of the trees with specific details. LS agreed to present this at the next meeting so that the committee can make a decision on the 3 replacement trees. Action LS & DP  
DP also suggested that parishioners might like to consider memorial trees!

### 11. Equipment

#### 11.1 New equipment and future planning – S106 Funding

- Improvements to the M.U.G.A
- Pump Track/ZipWire
- New equipment for play area

The committee would like to have a breakdown of the S106 allocated funding from the GAPC. LP to organise for the next meeting.

### 12. Pump Track Update Report: AC/PB –

Peter presented an update on the Pump Track, which provided the committee with a much clearer and informed understanding of the current status of the Pump Track application. The Powerpoint presentation is available for parishioners to see on the Village website.

AC presented a draft funding request letter which is to be sent out to local companies asking for donations towards the cost of the Pump Track. LP is to present the draft letter at the next GAPC meeting to ask for any amendments to the letter before it is sent out.

### 13. Any other business - None

### 14. Date of next meeting: Monday 14<sup>th</sup> January 2019 7.15 pm