

Abington Recreation Ground Committee

Meeting No. 214 held on Monday 14th January 2019 at 7.15 pm, in the Abington Village Institute, High Street, Great Abington.

Minutes

Meeting began 7.10pm

Those present at the meeting were: Louise Patten, Peter Brunning, Charlotte Adams, Dennis Tiplady, Richard Allum, Richard Smith, Genevieve Dalton, Liz Sainsbury, David Pimblett & Alan Cooke.

1. Apologies received from: Pennie Zimmern
2. Minutes of previous meetings: 26th September 2018 & 12th November - Agreed
3. Matters arising – No matters arising other than being considered below
4. Treasurers Report
 - 4.1 Finance Report

ABINGTON RECREATION COMMITTEE FINANCE REPORT JANUARY 2019

BALANCES

	TOTAL	CURRENT (Treasurers a/c)	DEPOSIT (Instant a/c)
01.01.2019 per statements	£ 13,508.22	£ 4,154.96	£ 9,353.26
15.1.2019 (after payments)	£ 12,198.22	£ 2,844.96	£ 9,353.26

PAYMENTS

MB services invoice	£ 55.00
Abington cricket club grass cutting	£ 1100.00
Whoopsy Daisy 2 payments SO Jan, Feb 2019	£ 143.00
Abington Institute Hall hire	£ 12.00

INCOME To note since last meeting	
Interest (Nov, Dec)	£ 0.83
Parish council grants	£ 3280.75
VAT refund	£ 558.12

Abington Recreation Ground Committee

- 2018-19 Financial summary to 31 Dec 2018.

	Month	9		75%	
EXPENDITURE	BUDGET	EXPENDITURE YTD	VARIANCE against plan	% OF BUDGET	Notes
VAT		564.97			
GRASS CUTTING	1,120.00	0.00	1,120.00	0	invoice requested
MAINTENANCE/REPLACEN	1,100.00	1,258.39	-158.39	114	To agree budget lines . Includes fencing
CAPITAL PURCHASES	1,000.00	1,323.54	-323.54	132	seats
BIN EMPTYING	2,964.00	715.00	2,249.00	24	budget was to empty all bins
TREE WORK	1,500.00	1,850.00	-350.00	123	emergency tree work
SAFETY INSPECTION	128.00	94.50	33.50	74	
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	60.00	12.00	83	
TOTAL	9,159.00	5,992.90	3,166.10	65	
INCOME					
	BUDGET	INCOME YTD	VARIANCE against plan	% OF BUDGET	Notes
GAPC GRANT	3937.50	3937.50	0.00	100	
LAPC GRANT	2625.00	2625.00	0.00	100	
INTEREST	3.60	3.87	0.27	108	
OTHER			0.00		
VAT Refund		734.62			
TOTALS	6566.10	7300.99	734.89	111	
BALANCES 31 Dec 2018					
CURRENT ACCOUNT (Treasurers)		4154.96			
DEPOSIT ACCOUNT (Instant)		9,353.26			
TOTAL		£ 13,508.22			

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Abington Recreation Ground Committee

- 2019-20 final draft budget plan.

ABINGTON RECREATION GROUND COMMITTEE 2019-20 FINAL DRAFT BUDGET PLAN							
	2018-19 PLAN				2019-20 PLAN		
	PLAN	YTD M9	Projected	variance v budget	PLAN	Notes	
INCOME (excluding grants)							
Great Abington Parish Council	3937.50	3937.50	3937.50	0%	4135	5% increase	
Little Abington Parish Council	2625.00	2625.00	2625.00	0%	2756	5% increase	
Other /VAT	0.00	734.62	734.62		400		
Bank Interest	3.60	3.87	5.07	41%	5.00		
Total Income	6566.10	7300.99	7302.19	11%	7296.00		
EXPENDITURE							
Grass Cutting	1120.00	0.00	1100.0	-2%	1122.00	assume max 2% increase	
General Maintenance & Replacement	1100.00	1258.39	1435.0	30%	1000.00	strimming and misc items 18-19 included some fencing	
Cost of equipment purchased/capital		1323.54	1323.5			2019-20 plan or addion to allocated reserve	
Dog & Rubbish Bin Clearing (Whoopsy Daisy)	2964.00	715.00	950.0	-68%	2000.00	To agree bin emptying requirements mid year	
Tree Work	1500.00	1850.00	1850.0	23%	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 5% inc on 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	60.00	72.0	0%	72.00	6 meetings @£12 each	
Other Sundries (expense/reimbursements)	25.00	0.00	25.0	0%	25.00		
Projects							
Pump track prep	1000.00	0.00	0.0	-100%	TBA	PLAN? source?	
Fencing	0.00	0.00	0.0			GAPC \$106 2018	
MUGA upgrade	0.00	0.00	0.0			GAPC \$106 2018	
Play area	0.00	0.00	0.0			GAPC \$106 2018	
Total Expenditure	9159.00	5427.93	7776.54	-15%	6792.00		
INCOME - EXPENDITURE							
		1873.06	-474.35		504.00		
01.01.2019 ESTIMATES							
	YTD m9	year end	opening balances 1.4.2018				
Balances	13508.22	11139.42	12200.13				
Lloyds - Current Account - 30-97-24 7416749	4154.96	1784.96	1850.74				
Lloyds - Deposit Account - 30-97-24 0489694	9353.26	9354.46	10349.39				
RESERVES							
Capital Renewal Earmarked Reserve	2700.00	2700.00					
ALLOCATED RESERVES	2700.00	2700.00	2700				
UNALLOCATED RESERVES	10808.22	8439.42	9500.13				

4.2 Budget Plan – At the liaison meeting both Parishes agreed to increase precept by 5%.

4.3 Insurance policy is due to be renewed in March – value for money was checked in 2018 – asset register will need to include new bench. The risk register it was felt did not need to be added to.

4.4 Whoopsy Daisy – has now been given an updated schedule and an invoice proforma. This has been acknowledged.

Terms of Reference – The ‘Terms of Reference’ discussed at the previous meeting were presented.

Abington Recreation Ground Committee

5. Children's play area

5.1 General condition – Very few nettles – generally in good condition.

5.2 Bins still need to be installed and extra fixings required on the small one.

The swing seat has been purchased invoice to be given to Treasurer. PB to install by next meeting.

5.3. Official Signage & Notice Board – Charlotte & Alan Cooke to look at signage and report back at the next meeting.

6. Multi- sport area

6.1 General Condition – Ok

6.2 Fencing – 3 Boards have been replaced by MB Services.

7. Outdoor gym

7.1 General condition – good

8. Ground Condition

10.1 General Condition – slight damage caused by 2 horses escaping on to Recreation Ground. Less Dog mess on the Recreation Ground. The Football pitch has been rolled but unfortunately the mud has been scraped off near the river and it was felt that the mud should be dispersed.

9. Replacement of trees and Shrubs –

9.1 Trees

Following discussion led by Liz Sainsbury and David Pimblett and following trees were chosen:

Trees – Judas Tree (*Cercis Siliquastrum*) – Behind the football pitch

Liquid Amber *Liquidambar styraciflua* – By Container – consent 294

Metasequoia glytostroboides – By river

The three trees were proposed by LS seconded by CA.

It was agreed to spend up to £1000 on the 3 Trees including the delivery and planting costs– proposed LS & Seconded LP

Abington Recreation Ground Committee

David Pimblett will source the trees and make the committee aware of the final cost before purchasing.

If necessary the Committee felt if any of these were not acceptable to the Tree and Landscape Miriam Hill - then we would give the alternative of: Hungarian Oak or Golden Rain.

9.2 Shrubs

Richard smith discussed the merits of various shrubs that could be placed near the container.

Shrub	Ht,m	Fragrant	Flower	Season	Comments
Berberis	3		Yellow	Spring	Evergreen, various
Buddleia	2	Yes	Mauve	Summer	Attracts butterflies
Eleagnus	3		Variegated leaf	Autumn berries	Evergreen
Mahonia	5	Yes	Yellow	Winter	Evergreen
Sarcococca	1	Yes, very	White	Winter	Evergreen
Rosemary	1	Leaves are	Mauve	Summer	Evergreen
Viburnum	3		Pink	Winter	
Philadelphus	2-4	Yes	White	Summer	
Leycesteria	2		Pale purple	Summer	
Ribes-(currant)	2		Pink	Spring	
Abelia	1.5		White	Summer/autumn	Evergreen
Spiraea	1.5		White	Spring	
Cornus (x2)	2		Autumn foliage& stem colour	Autumn/winter	Suggest red and green stemmed
Senecio	1		Yellow	Summer	Evergreen

Spirea, Buddleia -& Philadelphus were felt to be appropriate for the area. The whole committee agreed – proposed LS and Seconded by PB. –Action Richard to find out about cost.

10. Equipment

10.1 New equipment and future planning – S106 Funding

Bernie Talbot – Bernie presented information on how the S106 Funds are generated and provided the committee with a spreadsheet of allocated funds and timescale for spending the funds. The committee agreed that this was very useful and appreciated the input from the GAPC Chairperson.

Abington Recreation Ground Committee

Great Abington s106 developer contributions by site

Pampisford Road

S/3181/15/FL

Hill Residential

Village Institute

Replacement of areas of flooring

New curtains

Additional storage space

New boiler

£5,082.59 received. £5,594.38 outstanding (now overdue). Total £10,676.97

Playground

To update and improve the existing children's play area at the rec ground

£16,450.58 received. £18,107.06 outstanding (now overdue). Total £34,557.64

Recreation ground

Improving and enlarging the hard court area on rec ground making it a multi use games area

£11,195.08 received. £12,322.36 outstanding (now overdue). Total £23,517.44

Linton Road (north)

S/3564/17/OL

Laragh

Village Institute

The rebuilding of the outdoor decking area

Installation of IT communication equipment

Additional storage space

Installation of a new boiler.

£TBC (circa £7k but fig based on dwelling mix as yet unknown)

Payable prior to 5 dwellings occupied

Assume money paid no earlier than towards end of 2020

Playground

To update and improve the existing children's play area at the rec ground

£TBC (circa £22k but fig based on dwelling mix as yet unknown)

Payable prior to 5 dwellings occupied

Assume money paid no earlier than towards end of 2020

Recreation ground

Improve and enlarge the hard court area on the recreation ground

A BMX Track

A perimeter running track around the recreation ground

Cricket Practice nets

£TBC (circa £15k but fig based on dwelling mix as yet unknown)

Payable prior to 5 dwellings occupied

Assume money paid no earlier than towards end of 2020

Abington Recreation Ground Committee

Linton Road (south) S/3543/16/FL Hill Residential

Village Institute

The rebuilding of the outdoor decking area
Installation of IT communication equipment
Additional storage space
Installation of a new boiler.

£22,058.60

Payable prior to 23 dwellings occupied

Assume this will take place in summer of 2020

Playground

Installation of a zip wire

£10,000

Payable upon occupation of first dwelling

Assume this will take place in summer of 2020

Recreation ground

Improve and enlarge the hard court area on the recreation ground

A BMX Track

A perimeter running track around the recreation ground

Cricket Practice nets

£48,587.19

Payable prior to 23 dwellings occupied

Assume this will take place in summer of 2020

Great Abington s106 developer contributions summary

Village Institute

£10,676.97

£7,000 (end 2020)

£22,058.60 (mid 2020)

Total - £39,735.57

Playground (general)

£34,557.64

£22,000 (end 2020)

Total - £56,557.64

Playground (zip wire)

£10,000 (mid 2020)

Total - £10,000

Recreation ground

£23,517.44

£15,000 (end 2020)

£48,587.19 (mid 2020)

Total - £87,104.63

* Note that contributions not yet received are subject to indexation and the final amount received is likely to be higher than that referenced in the s106 agreement

Abington Recreation Ground Committee

11. Pump Track Update Report: AC/PB –

Peter and Alan asked three companies to quote for a track design, with sufficient information for planning, and also an indication of total cost. None of the companies were very efficient about replying.

Following the request for quotes two quotes were received one quote for design (Velosolutions) and one for the full thing (Clark & Kent), with a subsequent note that design for tender would be 5% and for planning 10%.

Back on Track (<http://www.back-on-track.co.uk/>) said that they could provide a drawing required for planning and a separate quotation for construction. However, James who liaised with us previously was on Paternity leave,

Quotes:

Velosolutions UK (<https://velosolutions.com/en/>):

Design Fee: £2,100 (exclusive of VAT).

Based on approx. 120m length and knowledge of the site. Fees are to be paid within 14 days from the application for payment. They aim to create design documents required by the planning process.

Primarily scaled plans, min/max heights, cross section, specification, construction hours etc.

Cost of track in the region of

£65,000-£75,000+VAT. This will depend on material costs and especially in your case, access to the pump track site. (I think we would almost certainly need to improve access in any case.)

Clark & Kent (<https://www.clarkkentcontractors.com/>):

Pump Track to include 35-40m x 15-20m track £32675 + VAT =£39210.

(we typically charge 5% of contract quote (£1633.75 +VAT) for a detailed plan for tender stage. Should the drawings be required for planning permission, we would charge 10% of quoted track price (£3267.50 +VAT). These would all be rendered 3d and 2d plans with scale, sizes and material detail. These are not typically produced on an OS style drawing similar to what typical building applications go on. Typically we charge the client for these services at concept and tender stage BUT we always give this money back to the project should we be awarded with the final construction of the facility.)

At this stage, Velo has provided the cheaper design quote but are more expensive overall. Their original full quote was very expensive at around £100,000 but this was for a larger track.

Once the 3rd quote has been received all members of the committee will be emailed with the details. The committee members should be prepared to make a decision so that the design process can begin. It is important that we check to make sure that the design will be appropriate for planning permission.

Action points following the pump track report update:

1. AC to see whether the design fee would come off the final cost.

Abington Recreation Ground Committee

2. Committee to go to the local facility at Browns Field Youth and Community Centre which was built and designed by (C & K), to look at the Pump Track.

12. Any other business – Site Visit & Inspection Sunday 10th March at 4pm

13. Date of next meeting: Monday 11th March 2019

Meeting closed 9.08pm.