

23rd March 2021

AGENDA

Dear Councillor,

You are invited to a meeting of the:

Parks and Recreation Committee
to be held online, on Monday 29th March 2021 at 7.00pm

Membership:

Cllr Brett (East) Chairman	Cllr Fryer (Broadway)
Cllr Davis (East)	Cllr Pitcher (Broadway)
Cllr Doyle (East)	Cllr Robbins (East)
Cllr Fraser (West)	Peter Hewitt (co-opted)

Copied to all other members for information.

Normally, the committee would meet in person and provide an opportunity for members of the public to attend. However, during the current emergency, this is not possible, and the Government have put in place Regulations that allow 'virtual' committees to be convened and held to conduct local authority business.

The Council has adopted appropriate procedures to ensure the smooth administration of such virtual meetings.

If you wish to address members in public participation via a written submission please contact admin@warminster-tc.gov.uk at least a day prior to the meeting to enable this to be facilitated. If you wish to view the meeting please see the link on the Warminster Town Council website www.warminster-tc.gov.uk in the meetings diary.

Yours sincerely



Fiona Fox BA (Hons) MCIPD FSLCC
Town Clerk and Responsible Financial Officer

1. **Apologies for absence**
To receive and accept apologies, including reason for absence, from those unable to attend.
2. **Declarations of Interest**
To receive any declarations of interest under Warminster Town Council's (WTC) Code of Conduct issued in accordance with the Localism Act 2011.
3. **Minutes**
3.1 To approve and sign as a correct record, the minutes of the Parks and Recreation Committee meeting held on Monday 25th January 2021; copies of these minutes have been circulated and Standing Order 12.1 provides that they may therefore be taken as read.
3.2 To note any matters arising from the minutes of the Parks and Recreation Committee meeting held on Monday 25th January 2021.
4. **Chairman's Announcements**
To note any announcements made by the chairman.

***Standing Orders will be suspended
to allow for public participation.***

5. **Public Participation**
To enable members of the public to address the committee with a written submission, an allowance of three minutes per person regarding any item on the agenda and to receive any petitions and deputations. The chairperson will read any statements submitted

***Standing Orders will be reinstated
following public participation.***

6. **Reports from Unitary Authority Members**
To note reports provided which are relevant to this committee
7. **Assistant Clerk's Report: Lake Pleasure Grounds and Associated Land**
Report attached for members information. **For Noting**
8. **Accounts up to 28th February 2021**
To note the accounts for the Parks and Recreation Committee up to 28th February 2021. **(See attached).**
9. **Ash tree at the rear of the Scout Hut**
WTC has received a request from Warminster Scout Group to remove the Ash tree at the rear of the scout hut. This tree has been identified as causing damage to the foundations of the building.

Officers have met with the scout leaders and agree that the tree is causing an issue, which will in all likelihood will cause major damage to the hut. **(See attached).**

Members are asked to resolve to allow the scout group to remove the tree and plant two suitable replacements in the park.

10. Alternatives to pesticide use in Lake Pleasure Grounds

The council's pesticide policy states that; *'It is the aim of the council to stop using pesticides, by a phased reduction of use on its land'*. The attached report explains the alternative methods available to the council and sets out the steps to implement these changes. **(See attached).**

Members are requested to receive the attached report and to resolve to introduce a trial, using the four methods as alternatives to pesticides, in the Lake Pleasure Grounds.

11. New Staff

Following the decision by WTC to bring some previously contracted services in house, two grounds persons and one cleansing operative have now been appointed.

Members to note.

12. Communications

12.1 Members to decide on items requiring a press release.

12.2 Members to confirm their spokesperson for any item listed on the agenda and to report on the committee's decision if required.

**The date of the next Parks and Recreation Committee will be Monday
24th May 2021 at 7.00pm**

Minutes from this meeting will be available to all members of the public either from our website www.warminster-tc.gov.uk or by contacting us at Warminster Civic Centre.

Assistant Clerk's Report: Lake Pleasure Grounds (LPG) and Outside Spaces

Parks and Recreation Committee 29th March 2021

- 1 Lake Pleasure Grounds:** The easing of lockdown has seen increased usage of The Lake Pleasure Grounds when compared to previous years. The steps/path leading into the LPG from Weymouth Street have been reopened in line with advice from Wiltshire Council.
- 2 Lake:** Nothing to report
- 3 Pavilion Café:** The Café is currently opening 7 days a week, from 9.30am to 3.30pm each day. From 1st April 2021 it will move to Summer Opening Hours 10am-5pm. The Café is continuing to operate a takeaway only service. Additional signage has been erected to try and ensure covid safe queuing.
- 4 Skatepark:** We expect the skatepark to reopen on 29th March in line with Government Guidance on Covid19 as set out in the road map.
- 5 Central Car Park public conveniences and Lake Pleasure Grounds public conveniences:** Officers are currently planning to reopen the public toilets on April 12th in line Government Guidance on Covid19 as set out in the road map.
- 6 Paddling Pool:** Currently Closed. Awaiting final decision by Full Council on its replacement by a splash pad.
- 7 Elizabeth Collyns Garden:** Nothing to report.
- 8 Play Areas:** These are all still open in line with guidance on Covid19. The annual Rospa inspections have been completed and remedial work undertaken. The initial report also noted potential defects in some of the timber equipment. Officers instructed Rospa to carry out resistant penetration tests. Upon receipt of these reports Officers have now closed Queensway Cableway and removed the balance logs at The Dene. Officers are currently investigating replacement options.

Officers are putting together tender documents for a replacement timber trail in the Lake Pleasure Grounds.

The replacement basket swing for the Queensway Play Area which was approved at the last Parks and Recreation Committee meeting is due to installed in the next few weeks,
- 9 Boats on the lake, the boat house, putting green:** All remain closed.
- 10. Tennis courts and Muga:** The Tennis Court and Muga are expect to reopen on 29th March in line with Government Guidance on Covid19 as set out in the road map.
- 11. Trees works:** The approved contractor is currently undertaking the tree work agreed by the committee at the last meeting.

12. **23 Weymouth Street:** Officers in consultation with the chairman of the committee have instructed Cooper and Tanner to carry out a building survey of the property.

Tom Dommett - Assistant Town Clerk

19.03.2021

Detailed Income & Expenditure by Budget Heading 28/02/2021

Month No: 11

February 2021

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
209 Outside Services								
4001 Salaries	47,824	87,461	92,218	4,758		4,758	94.8%	
4007 Uniform	218	224	200	(24)		(24)	112.1%	
4008 Training	160	363	1,000	638		638	36.3%	
4022 Postage & Telephone	0	335	0	(335)		(335)	0.0%	
4025 IT (Website & Email)	0	487	0	(487)		(487)	0.0%	
4036 Repairs and Renewals	0	273	0	(273)		(273)	0.0%	
4040 Equipment/Furniture	0	262	0	(262)		(262)	0.0%	
4042 Vehicle Costs	5,378	15,137	5,500	(9,637)		(9,637)	275.2%	
4044 Tree Works	0	958	0	(958)		(958)	0.0%	
5315 Tfr from Capital Projects	0	0	0	0	13,470	(13,470)	0.0%	
5977 depreciation Charged	914	0	0	0		0	0.0%	
Outside Services :- Indirect Expenditure	54,494	105,498	98,918	(6,580)	13,470	(20,050)	120.3%	0
Net Expenditure	(54,494)	(105,498)	(98,918)	6,580				
210 Town Park								
1006 Rent - 23 Weymouth St	3,960	3,630	3,960	330			91.7%	
1007 Rent - Pavilion	15	0	0	0			0.0%	
1020 Town Park Events Income	4,504	93	4,000	3,907			2.3%	
1550 Boats Income	4,940	0	4,500	4,500			0.0%	
1601 Putting Green Income	1,110	0	0	0			0.0%	
Town Park :- Income	14,529	3,723	12,460	8,737			29.9%	0

Detailed Income & Expenditure by Budget Heading 28/02/2021

Month No: 11

February 2021

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4001 Salaries	13,564	0	13,300	13,300		13,300	0.0%	
4008 Training	0	0	200	200		200	0.0%	
4011 Rates	590	299	0	(299)		(299)	0.0%	
4012 Water Rates	13,397	15,149	14,000	(1,149)		(1,149)	108.2%	
4014 Electricity and Gas	2,576	1,838	2,500	662		662	73.5%	
4020 Consumables & Other Expenses	920	547	300	(247)		(247)	182.4%	
4022 Postage & Telephone	56	0	0	0		0	0.0%	
4023 Printing & Stationery	91	0	100	100		100	0.0%	
4028 Insurance	1,124	1,140	1,200	60		60	95.0%	
4035 Refuse Collection\Bin Emptying	5,209	2,420	4,000	1,580		1,580	60.5%	
4036 Repairs and Renewals	22,788	3,002	25,000	21,998		21,998	12.0%	
4037 Maintenance Contracts	162	480	0	(480)		(480)	0.0%	
4038 Grounds Maintenance	41,383	36,934	40,000	3,066		3,066	92.3%	
4040 Equipment/Furniture	2,347	367	5,000	4,633		4,633	7.3%	
4044 Tree Works	0	958	0	(958)		(958)	0.0%	
4085 Town Park Events	3,652	1,748	6,500	4,753		4,753	26.9%	
5977 depreciation Charged	32,617	0	0	0		0	0.0%	
5996 Deferred Grants Released	(11,472)	0	0	0		0	0.0%	
6329 Tfr to EMR Open Spaces	25,292	0	0	0		0	0.0%	
Town Park :- Indirect Expenditure	154,294	64,881	112,100	47,219	0	47,219	57.9%	0
Net Income over Expenditure	(139,766)	(61,157)	(99,640)	(38,483)				
211 Open Spaces								
4012 Water Rates	34	74	30	(44)		(44)	246.3%	
4036 Repairs and Renewals	22	0	0	0		0	0.0%	
4038 Grounds Maintenance	11,878	6,068	15,000	8,932		8,932	40.5%	
4040 Equipment/Furniture	2,108	168	250	82		82	67.2%	
4045 Flood Wardens	0	307	0	(307)		(307)	0.0%	
5977 depreciation Charged	512	0	0	0		0	0.0%	
Open Spaces :- Indirect Expenditure	14,554	6,617	15,280	8,663	0	8,663	43.3%	0
Net Expenditure	(14,554)	(6,617)	(15,280)	(8,663)				
212 Cemetery and Churchyard								
1212 Burial Fees	713	289	1,500	1,211			19.3%	
Cemetery and Churchyard :- Income	713	289	1,500	1,211			19.3%	0
4011 Rates	168	196	175	(21)		(21)	112.1%	
4028 Insurance	888	901	950	49		49	94.8%	
4038 Grounds Maintenance	320	0	0	0		0	0.0%	
Cemetery and Churchyard :- Indirect Expenditure	1,376	1,097	1,125	28	0	28	97.5%	0
Net Income over Expenditure	(664)	(808)	375	1,183				

Detailed Income & Expenditure by Budget Heading 28/02/2021

Month No: 11

February 2021

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
213 Public Conv - Town Park								
4016 Cleaning	0	1,757	0	(1,757)		(1,757)	0.0%	
4020 Consumables & Other Expenses	0	54	0	(54)		(54)	0.0%	
4036 Repairs and Renewals	493	421	250	(171)		(171)	168.3%	
4040 Equipment/Furniture	0	15	0	(15)		(15)	0.0%	
4200 Public Toilets	7,543	6,300	8,000	1,700		1,700	78.7%	
Public Conv - Town Park :- Indirect Expenditure	8,036	8,546	8,250	(296)	0	(296)	103.6%	0
Net Expenditure	(8,036)	(8,546)	(8,250)	296				
214 Public Conv - Central Car Park								
4011 Rates	2,945	2,995	3,010	15		15	99.5%	
4012 Water Rates	2,502	652	2,500	1,848		1,848	26.1%	
4014 Electricity and Gas	1,670	920	1,500	580		580	61.4%	
4016 Cleaning	0	1,757	0	(1,757)		(1,757)	0.0%	
4020 Consumables & Other Expenses	0	54	0	(54)		(54)	0.0%	
4028 Insurance	158	185	175	(10)		(10)	105.9%	
4036 Repairs and Renewals	594	127	1,500	1,373		1,373	8.4%	
4040 Equipment/Furniture	0	15	0	(15)		(15)	0.0%	
4200 Public Toilets	11,315	9,757	11,500	1,743		1,743	84.8%	
Public Conv - Central Car Park :- Indirect Expenditure	19,184	16,462	20,185	3,723	0	3,723	81.6%	0
Net Expenditure	(19,184)	(16,462)	(20,185)	(3,723)				
215 Street Furniture								
1179 Donations Received	0	(570)	0	570			0.0%	
Street Furniture :- Income	0	(570)	0	570				0
4028 Insurance	332	312	360	48		48	86.6%	
4040 Equipment/Furniture	193	685	1,500	816		816	45.6%	
4803 Baskets & Tubs	7,788	7,142	9,000	1,858		1,858	79.4%	
5977 depreciation Charged	1,965	0	0	0		0	0.0%	
5996 Deferred Grants Released	(134)	0	0	0		0	0.0%	
Street Furniture :- Indirect Expenditure	10,144	8,139	10,860	2,721	0	2,721	74.9%	0
Net Income over Expenditure	(10,144)	(8,709)	(10,860)	(2,151)				
216 Pavilion Cafe								
1186 WCC Covid 19 Grant	0	8,000	0	(8,000)			0.0%	
1193 Miscellaneous Income	20	0	0	0			0.0%	

Detailed Income & Expenditure by Budget Heading 28/02/2021

Month No: 11

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1600 Pavillion Cafe Sales	41,252	44,102	40,000	(4,102)			110.3%	
1601 Putting Green Income	0	0	1,000	1,000			0.0%	
Pavilion Cafe :- Income	41,272	52,102	41,000	(11,102)			127.1%	0
3540 Pavilion Purchases	17,617	13,886	20,000	6,114		6,114	69.4%	
Pavilion Cafe :- Direct Expenditure	17,617	13,886	20,000	6,114	0	6,114	69.4%	0
4001 Salaries	32,956	22,885	51,094	28,209		28,209	44.8%	
4007 Uniform	0	0	150	150		150	0.0%	
4008 Training	175	0	250	250		250	0.0%	
4010 Health & Safety	0	50	0	(50)		(50)	0.0%	
4016 Cleaning	0	3	100	97		97	2.9%	
4020 Consumables & Other Expenses	1,135	3,218	2,000	(1,218)		(1,218)	160.9%	
4022 Postage & Telephone	540	101	700	599		599	14.4%	
4023 Printing & Stationery	0	12	200	188		188	5.8%	
4025 IT (Website & Email)	(70)	38	0	(38)		(38)	0.0%	
4026 Software & Accounts USE 4025	0	9	0	(9)		(9)	0.0%	
4031 Publicity & Marketing	130	0	0	0		0	0.0%	
4033 Advertising	80	0	0	0		0	0.0%	
4036 Repairs and Renewals	1,348	3,411	2,000	(1,411)		(1,411)	170.6%	
4040 Equipment/Furniture	1,550	921	500	(421)		(421)	184.2%	
4055 Stocktaking Fees	60	180	240	60		60	75.0%	
4061 Streamline Charges	475	883	700	(183)		(183)	126.2%	
4999 Assets Capitilised	10,082	0	0	0		0	0.0%	
5315 Tfr from Capital Projects	(10,082)	(1,800)	0	1,800		1,800	0.0%	
Pavilion Cafe :- Indirect Expenditure	38,380	29,912	57,934	28,022	0	28,022	51.6%	0
Net Income over Expenditure	(14,724)	8,305	(36,934)	(45,239)				
217 Play Areas								
1180 Grants Recieved	8,000	0	0	0			0.0%	
Play Areas :- Income	8,000	0	0	0				0
4010 Health & Safety	0	0	1,000	1,000		1,000	0.0%	
4016 Cleaning	0	92	1,000	908		908	9.2%	
4020 Consumables & Other Expenses	0	289	450	161		161	64.3%	
4023 Printing & Stationery	0	0	100	100		100	0.0%	
4028 Insurance	100	0	4,050	4,050		4,050	0.0%	
4035 Refuse Collection\Bin Emptying	0	0	3,382	3,382		3,382	0.0%	
4036 Repairs and Renewals	495	1,646	25,000	23,354	2,695	20,658	17.4%	
4037 Maintenance Contracts	617	3,651	11,000	7,350		7,350	33.2%	
4038 Grounds Maintenance	6,068	12,136	15,000	2,864		2,864	80.9%	

Detailed Income & Expenditure by Budget Heading 28/02/2021

Month No: 11

February 2021

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4040 Equipment/Furniture	0	208	0	(208)		(208)	0.0%	
4044 Tree Works	533	0	2,000	2,000		2,000	0.0%	
4058 Legal Fees	5,490	0	0	0		0	0.0%	
5977 depreciation Charged	7,135	0	0	0		0	0.0%	
6307 Tfr to EMR Play Area	41,079	0	0	0		0	0.0%	
Play Areas :- Indirect Expenditure	61,517	18,023	62,982	44,959	2,695	42,264	32.9%	0
Net Income over Expenditure	(53,517)	(18,023)	(62,982)	(44,959)				
<u>218 Skate Park</u>								
4033 Advertising	23	0	0	0		0	0.0%	
4036 Repairs and Renewals	7,271	0	1,000	1,000		1,000	0.0%	
Skate Park :- Indirect Expenditure	7,295	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	(7,295)	0	(1,000)	(1,000)				

Email from Warminster Scout group

Good evening Stuart,

Thank you for meeting with me and going through the plans...

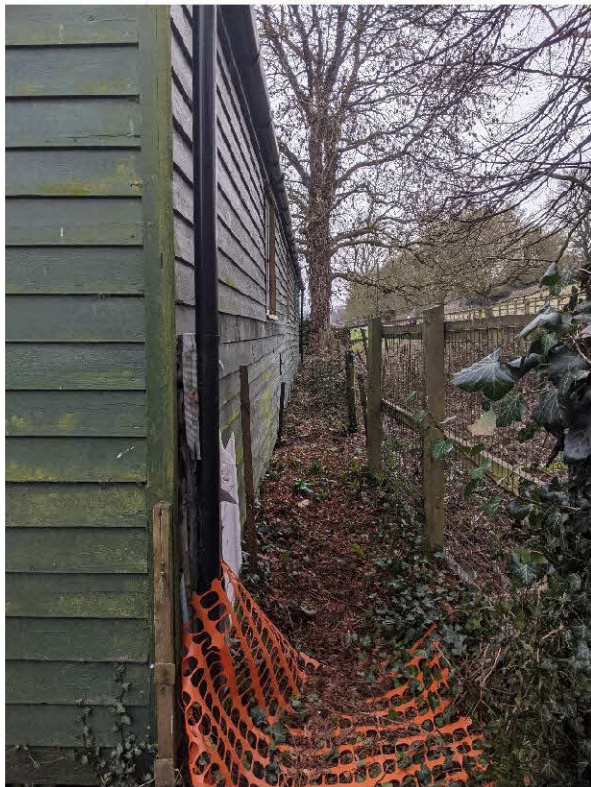
Additionally, as discussed, could we please request permission to remove the Ash tree immediately behind the hut. Whilst we always try to ensure that we are as environmentally conscious as possible, our 90-year-old hut has unfortunately been victim of subsidence at the back corner of the hut where the tree is. The request for the removal of a tree is not a decision we take lightly, but unfortunately the corner stilts have been affected by the roots and the damage caused by the leaf fall is becoming apparent. There is also a fear if the tree falls victim to Ash dieback or a storm resulting in the tree or its large branches falling, it will cause irreversible damage to the hut. The pictures below show the damage that has appeared over the last 18 months. The removal of the tree will protect Greenland Hut, a piece of Warminster's history, and will allow us to continue to support the young people of the town with developing life skills beyond the classroom.

Before lockdown we ran weekly programmes for 137 6–18 year-olds and whilst the group has shrunk slightly due to the Covid Pandemic, we still have well over 100 young people and 35+ dedicated volunteers taking part in Scouting, the size of a small to medium primary school. Greenland Hut is not only a feature of the town, but also holds so many positive memories for Scouters past and present and repairing the hut back to a good standard will allow us to not only continue to serve the young people of the town, but also continue to allow other charitable organisations and small groups to use the hut whilst it remains a prominent cultural landmark. We are happy to discuss the possibility of donating a couple of saplings to be planted at a more suitable location of the council's choice to replace the lost tree.

We have not yet gone out for quotes, but to repair the hut will be a significant undertaking including rebuilding the foundations, levelling the floor and recladding the outside of the hut to name but a few urgent activities, a cost, we fear would easily reach £10,000 and we have been fundraising and saving for the repairs which have become more urgent and significant during this last year and the removal of the tree and excess soil behind the hut will ensure the hut remains in place, we hope, for another 100 years.

If you, the town council or the councillors have any questions or queries or would like me to meet (virtually, or covid secure F2F) to discuss the request or Greenland Hut, I will be more than happy to.

Many thanks





REPORT FOR DECISION

Parks and Recreation Committee 29th March 2021

Alternative to pesticide use in Lake Pleasure Grounds

Recommendation

The committee resolves to trial using the four methods as alternatives to pesticides in the Lake Pleasure Grounds.

Purpose of the Report

To provide members with information to make an informed decision.

Background

At a meeting of the Full Council on 21st September 2020 members decided to bring in house grounds maintenance services which were currently contracted to Idverde.

At a meeting of the Environmental Services Committee on the 14th September 2020 members adopted the pesticide policy. This states that; *'It is the aim of the council to stop using pesticides, by a phased reduction of use on its land.'*

Findings

Officers reviewed the councils Pesticide Policy to look at alternatives to pesticide use in the Lake Pleasure Grounds. The main active ingredient used in the Lake Pleasure Grounds is Glyphosate the councils Pesticide Policy states that *'Glyphosate will be used only as a last resort.'*

Officers considered all alternatives to pesticides listed in the Pesticide Policy and found four options to be worth trialing. These options are; Manual weeding, Mulching, Vinegar/acid based solutions and Annual flower mix planting. The details and costs of these are set out in the table below.

Option	Details	Additional cost
Manual Weeding	This already takes place within the site with flower beds regularly hand weeded. Manual weeding can be extended to other areas around the site.	While there is no additional direct cost there will be increased labour cost.
Mulching	This already takes place within the site with shrub bed mulched every two years. This will continue more regularly to ensure weed growth is suppressed.	Additional labour costs.
Vinegar/Acid based solutions	Currently Glyphosate is used on hard surfaces to control weeds. Pelargonic Acid can be used as an alternative. This is fully biodegradable.	£100 per 10L (This is 4-5 times more expensive than Glyphosate)
Annual Flower mix planting	Currently Glyphosate is used along fence lines and around trees to prevent machinery damage whilst cutting. The planting of an annual flower mix along fencelines and around trees will serve the same purpose and also be beneficial to pollinating insects increasing biodiversity within the site. Officers propose planting approximately 700 lm (See attached plan)	Total cost £550 to include compost and seed + labour.

Conclusion

Officers believe that in line with our Pesticide Policy and Climate Change Declaration all four of the options are required to be implemented and therefore recommend members approve them.

Financial and Resource Implications

Any additional labour can be covered under the existing staffing. The cost of the Pelargonic acid and wild flower seed planting can be covered from the revenue budget.

Legal Implications and Legislative Powers

WTC has the power to provide this service under the General Power of Competence.

Environmental Implications

WTC is committed to reducing pesticide use and increasing biodiversity in line with our policies.

Risk Assessment

WTC will carry out risk assessments for any work undertaken.

Crime and Disorder

Officers are not aware of any issues the council should consider under the Crime and Disorder Act.

Plan of areas to have Annual Wildflower mix

