

AGENDA

8th February 2023

Dear Councillor

You are summoned to the:

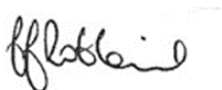
Extra-Ordinary Meeting of Warminster Town Council
on Monday 13th February 2023 at 7pm
to be held at
Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Allensby (West)	Cllr Keeble (West) Vice Chairman of the Council and Deputy Mayor
Cllr Brett (East)	Vacancy (East)
Cllr Cooper (Broadway)	Cllr Macfarlane (West)
Cllr Davis (East)	Cllr Parks (North)
Cllr Fraser (West)	Cllr Robbins (East) Chairman of the Council and Mayor
Cllr Fryer (Broadway)	Cllr Syme (Broadway)
Cllr Jeffries (North)	

Members of the public are welcome to attend meetings of the Council and Committees, unless excluded due to the confidential nature of the business.

Yours sincerely



Cllr Chris Robbins
Mayor of Warminster

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 Code of Conduct issued in accordance with the Localism Act 2011.

3. **Chairman's Announcements**

Chairman's Announcements.

4. **Questions**

To receive questions from members of the council submitted in advance to the Clerk.

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

5. **Public Participation**

To enable members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations. The Mayor may read out statements submitted in advance.

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

6. **Tennis Courts Refurbishment**

Refurbishment of the Tennis Courts in the Lake Pleasure Grounds has been a strategic aim of the town council for 7 years. Agreement has been reached with the LTA whereby they will fund 62% of the cost of the project. **See report attached.**

Recommendation

Members to agree that officers may sign agreements with the LTA and Blakedown Sports to progress the refurbishment of the tennis courts, the MUGA and associated works.

That the budget for the Town Council's contribution to the scheme be set at £85,852.93. The funding to come firstly from available section 106 contributions with any sums needed beyond that or to forward fund the scheme to come from the Earmarked Reserves Tennis Courts and the Earmarked Reserves Capital Projects.

7. **Communications**

Members to decide on items requiring a press release and to nominate a speaker for any item on the agenda if required.

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

REPORT FOR DECISION – Tennis Courts 13.02.2023

Recommendation

Members to agree that officers may sign agreements with the Lawn Tennis Association (LTA) and Blakedown Sports to progress the refurbishment of the tennis courts the MUGA and associated works.

That the budget for the Town Council's contribution to the scheme be set at £85,852.93. The funding to come firstly from available section 106 contributions with any sums needed beyond that or to forward fund the scheme to come from the Earmarked Reserves Tennis Courts and the Earmarked Reserves Capital Projects.

Purpose of the Report.

To assist members in reaching decisions set out in the recommendations.

Summary

Resurfacing of the Tennis Courts and adjacent Multi Use Games Area (MAGA) has been a strategic priority for the Town Council for over 7 years.

All members were invited to a briefing on options for refurbishing the Tennis Courts on 17th February 2022. This was subsequently discussed at the Parks and Estates Committee on 14th March 2022.

At Full Council in March 2022 Members resolved that: Officers continue to liaise with the LTA and Sport England about securing matched funding for refurbishing the Tennis Courts. That tenders were sought and the 'inhouse' model was the preferred option for running the refurbished Tennis Courts. **(Minute FC/21/135 refers)**

At a meeting of the Full Council on the 25th of July 2022 members agreed in principle to go ahead with the refurbishment of the tennis courts in partnership with the LTA, subject to final approval of the costs. (Minute FC/22/058 refers).

The LTA have come back to the town council with a funding agreement for Council for approval.

In essence – what is proposed is a £205,843.74 project to totally refurbish the tennis court and Multi-use Games Area (MUGA) in the Lake Pleasure Grounds. The LTA would contribute £127,990.81 to the cost and the balance (£77,852.93) would be paid by the Town Council.

The Town Council would be paying just 38% of the cost of another prestige investment in the Lake Pleasure Grounds.

There is an urgency to the decision as the LTA is under pressure to have some projects signed off and completed before the end of the financial year. If the go ahead is given by the Town Council at this meeting, the contractors could be on site and complete the LTA funded work before the end of March. There is a two week lead time once agreements are finalised and a four week construction period.

Early agreement would minimise disruption in the Park and allow all the work, including the MUGA to be completed by April, ready for the reopening of the Splashpad and the showcase Spring in the Park. Delay in signing the agreement would create uncertainty as to when the work would be done, quite probably it would take place in the middle of summer, maximising disruption to the Park.

Warminster has been able to secure a very favourable deal with the LTA. £127,990.81 is the largest grant they are contributing to a single site in this funding round. The particular needs of the site which incorporates a MUGA have been taken into account.

It was already been accepted that doing the MUGA at the same time is not only expected to be cheaper, but it would be detrimental to the Park to have brand new tennis courts next to a run down MUGA. As the Lake Pleasure Grounds cannot be locked and is accessible to the public 24/7, it is accepted there is a need for stronger and more robust fencing that the LTA would provide This is thought essential to protect the new surfaces from misuse and vandalism.

The upgrade will allow the Council to charge for use of the tennis courts. The Council is therefore contributing to the cost of the security gate and online booking system. Charging will provide a funding stream to help pay for ongoing maintenance and future refurbishments. It is also expected to increase use of the courts as it will provide a better playing environment. It is known the current condition of the courts substantially supresses demand.

It seems clear that this opportunity to secure this level of grant will not come again. Acceptance of the proposal will provide another high quality facility for Warminster and further enhance the Lake Pleasure Grounds as a destination park. The cost to the council spread over the expected life of the facilities is a bargain.

Options considered and rejected

Not to proceed with the agreement. This would leave the council needing to fund the entire project at some future date when prices may well have increased and grant funding would probably not be available.

Background



The tennis courts are centrally located in the park and in their current condition have a detrimental effect on the park. The tennis courts are estimated to be around 25 years old. They surface is poor, puddles form on the courts when it rains and it is very uneven and degraded.



Due to their age and state of repair when they were transferred to the council, maintenance is limited. The fencing is aged and damaged in many places.

In 2015/16 the town council were talking with the LTA about refurbishing the tennis courts in the Lake Pleasure Grounds. This stopped in early 2018 when the LTA changed their funding criteria and rather than offering a match funding grant offered a loan. This happened to coincide with the town council being approached to take on the skate park project and so the town councils' attention was focused towards the skate park.

At a meeting of the Parks and Estate Committee on 14th March 2022 members instructed officers to continue to liaise with the LTA to try to secure funding for the refurbishment. (PE/21/068)
Recently the LTA have received a large amount of money from central government specifically for 'Park Tennis'. Officers have been working with the LTA to secure some of this funding. The LTA have hired a consultant to carry out a survey on the courts.

At a meeting of the Full council on the 25th July 2022 members resolved to ***FC/22/058.1 Agree the budget of £150,000 comprised of:***

LTA Grant £93,000

Section 106 £31,997

Earmarked Reserves Tennis Courts £10,000

and the balance £15,003 to come from Earmarked Reserves Capital Projects.

FC/22/058.2 To sign the agreement in Principle with the LTA.

The final decision on whether to proceed will be made by Full Council in September 2022.

Findings

Since this decision was made costs have increased significantly in line with inflation in the construction sector. The LTA have informed officers that the cost for their agreed work has increased from £93,000 to £127,990.81. This funding has been agreed by the LTA. This will include:

Resurfacing the existing 5 porous macadam tennis courts with a 25mm single layer of porous macadam (i.e. power wash, pierced to form drainage holes at regular centres, compact the existing surface, application of bitumen emulsion, install new surface of porous macadam 25mm, application of colour coating and line markings, new court fixings).

The contractor has also agreed a cost for additional work at the request of the town council:

- Resurface the MUGA (Multi use Games Area), Install rebound fencing, Replace Basketball net and hoop.
- The online booking system and gate.
- Replacing the chain link fence with green mesh security fencing

Total cost to Warminster TC £77,852.93

Officers have worked with the LTA and had discussions with other tennis providers to formulate an outline business case. This is attached.

Financial and Resource Implications

The total costs are estimated at £205,843.74 with a contingency for the Town Council funded work of £8,000, making a total of £213,843.74 total.

The LTA will fund £127,990.81 and the town council fund the remaining £77,852.93 plus a £8,000 contingency. The LTA has indicated they will cover any contingency required for the work they are funding. The contractors Blakedown Sports have been selected by the LTA as one of a number of preferred contractors who specialise in this sort of work. Both the town Council and the LTA will sign off the work. The LTA will act as consultants to the town council through the process.

Currently;

£10,000 is in earmarked reserves for tennis courts

£15,297 from S106 monies is also earmarked from W/12/00687

£16,700 from S106 monies is also available to be spent in the park W/14/05980

This gives a total of £41,997 which could be available.

The Town Council is also due to secure two S106 contributions from Land to West of St Andrews Road, Warminster which combine to £50,705.90

In total there may be £82,702.90 available from Section 106 funds, £10,000 from Earmarked reserves tennis courts and any additional/alternative money can come from the Earmarked Reserves Capital Projects. (Which currently stands at £224,825)

Legal Implications and Legislative Powers

The Council has the power to provide this service under the General Power of Competence

Environmental Implications

Officers cannot for see any adverse environmental implications.

Risk Assessment

Risk assessments will need to be carried out by any contractor carrying out the work.

Crime and Disorder

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

Warminster Town Council Tennis Court Refurbishment

Outline Business Plan



Introduction

- When the town council took over the Lake Pleasure Grounds in 2016 the tennis courts had had very little maintenance or investment from Wiltshire Council for the previous 15 plus years
- The town council invested a small amount to bring the tennis courts up to an acceptable level to allow members of the public to play tennis and also implemented a regular maintenance regime to slow the deterioration of the playing surface
- At the same time the town council were having talks with the Lawn Tennis Association (LTA) with a view to obtain funding to resurface the tennis courts
- In 2021 the LTA obtained funding from central government as part of the COVID recovery fund. This is specifically to support park tennis.
- At a meeting of the Full Council on the 25th of July 2022 members agreed in principle to go ahead with the refurbishment of the tennis courts (FC/22/058)

Current use of the courts

- The tennis courts are currently free to play. Members of the public just turn up and hope that a court is free.
- Players can either bring their own rackets to play or hire rackets and balls from the pavilion café
- For the year 2022 until the beginning of November the pavilion café has hired 838 tennis rackets to people wishing to play tennis. This has generated an income of £1676
- **The above figures show that there is a real demand for park tennis in Warminster**

Predicted income and expenditure

- ❖ The following information and figures have been reached after many conversations with the LTA and Trowbridge Town Council who have a similar facility in their park.
- ❖ It is possible to sell over 175 monthly passes in Warminster at £36. We expect this to be reached in Year 2 or 3 after it has bedded in.
- ❖ Pay and Play income looks reasonable and has been seen elsewhere with £6.50 been a benchmarked price. Some people just want to play in a 'one off' way.
- ❖ There is a small surplus when bookings / passes sales reach the modelled level. Consider this as modelled 'positive view' – it may do worse than this, but it also may do much better than these figures suggest.
- ❖ What it tells us is that breakeven is a good position – it is unlikely to make a significant surplus because of the population size. However, we know that Warminster is growing and that this is a park destination for lots of people – so there are arguments for this park doing better than break even.
- ❖ The big unknown income wise is coaching – An allowance of £1000 has been used however we expect this to be higher once the tenders have been received from coaches. This process will begin once the project has been approved by Full Council.
- ❖ The figures do not consider 'concessions' or promotions so if the council had a £10 off for people in certain groups then this would have to be deducted a small amount from the annual pass income.
- ❖ Free tennis was muted by council members and is a condition of the investment from the LTA this tends to be most impactful when it is coach/activator led family activity.
- ❖ Pricing courts free hasn't been shown to drive people to play who are on low incomes, the barriers to play are more complex. Free passes / court time are more likely to be taken up by groups of people who are likely to be able to afford to pay the above amounts because they already are aware of the courts and how to book.

summary

Warminster TC Tennis courts				
Stuart Legg				
Summary				

Cash in-flows	Description (as required)	Year 1	Year 2	Year 3
Total anticipated monthly pass sales	paid for by annual payment	£3,960	£5,400	£6,300
Total anticipated pay to play sales	paid for by at time of booking £/hour	£1,430	£1,625	£1,625
Total anticipated coaching provider sales	To be agreed with coach	£1,000	£1,000	£1,000
Total anticipated sales		£6,390	£8,025	£8,925

Cash out-flows	Description (as required)			
Electricity,	required for gate entry system	£500	£500	£500
Insurance	already insured under town park	£0	£0	£0
Booking system	Clubspark system free to use	£0	£0	£0
booking system maintenance contract	for call outs and routine maintenance	£600	£600	£600
Routine court maintenance	sweeping etc	£200	£200	£200
Sinking fund	for remarking, resurfacing etc	£6,000	£6,000	£6,000
Total cash out-flows		£7,300	£7,300	£7,300

	Total income over costs	-£910	£725	£1,625

Summary

- There is a sound business case for renovating the tennis courts in the Lake Pleasure Grounds
- Officers believe that an up to date, modern tennis facility in the centre of the park would have a very positive effect on the lake pleasure grounds helping to make the park even more of a destination.