



# WAREHAM

Town Council

Town Hall  
East Street  
Wareham  
Dorset  
BH20 4NS

25 November 2020

To: All Members of the Amenities Committee

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of the **AMENITIES COMMITTEE** to be held on **2 December 2020** via Zoom at **7.00pm** for the purpose of transacting the business set out in the Agenda below.

### **Public Participation**

Due to the current government coronavirus response, the Town Council will be meeting online. Members of the public are encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Clerk and these will be made available to all Councillors. Members of the public may also link in to observe the meeting using the details below:

The Zoom meeting ID is: 8427 611 9269

Or click here: <https://us02web.zoom.us/j/84276119269>

Vanessa Ricketts  
Town Clerk

***Please contact the Town Council office on 01929 553006 if you need any further information on this Agenda.***

### **Members of the Amenities Committee**

Councillor D Budd (Chairman)  
Councillor B Ezzard  
Councillor S Kemp  
Councillor C Turner

Councillor V Green (Vice Chairman)  
Councillor H Goodinge  
Councillor L Kirk



**2 December 2020**

**1. Apologies for absence**

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)

**2. Public participation time**

Members of the public have been encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Clerk and these have been made available to all Councillors. The response to these questions or comments will be addressed at this point. (LGA1972 s100)

**3. Confirmation of minutes of previous meeting held on 21 October 2020**

To confirm, as a correct record, the minutes of the previous meeting of the Committee (LGA1972 sch12).

**4. Matters arising from the minutes of the last meeting held on 21 October 2020**

To consider any matters arising from the previous minutes of the Committee.

**5. Budget Comparison Report 2020/2021**

To note the budget comparison report from 1/4/2020 to date.

**6. Hauses Field Skate Park**

To consider a report detailing the concerns of residents in the Northmoor Park area and to resolve if any action can be taken.

**7. Siting of bench on North Street**

To consider a report that proposes a revision to the previously agreed location for the reinstalment of a bench on North Street, Wareham.

**8. Gateway Stones**

To consider a report recommending suitable locations for the gateway stones, commissioned as a result of the S106 money received by Bloor Homes, and to resolve the final positioning of the stones.

**9. Proposed increase in car park charges by Dorset Council**

To consider a report detailing the proposed changes in car park charges by Dorset Council and to resolve to make a recommendation to full council as to whether Wareham Town Council adopts the changes in the Howards Lane Car park.

**10. 2 Mill Lane update**

Verbal update/report to follow

**11. Further tree work**

To consider the Tree Work Report showing recommended works along with associated costs and to resolve whether the work can be approved at this time.

**12. Budget Setting 2021/2022**

To consider a draft budget for 2021/2022 (attached) and make a recommendation to the Policy, Resources and Finance Committee for approval.

**13. Any other items the Chairman deems urgent**

For report, information or for the agenda at the next meeting of the Amenities Committee.

**14. Date of next meeting**

To note the date of the next meeting, which is scheduled for **3 February 2020** at **7pm**.



to update the Committee that a number of surveyors, with listed building experience, had been contacted and whilst each company was extremely busy, they would welcome the opportunity to receive further information.

**Resolved** that the Operations Manager would contact the surveyors with further information on the project and request a fee proposal. Once in receipt of the required information, the Operations Manager would notify the Working Party to arrange a meeting in order that they may be updated.

### **239. Locations of benches**

Further to the donation of a memorial bench to be placed outside Sainsburys, the relocation of the old bench was considered. The Operations Manager had surveyed the proposed site of Shatters Hill in Wareham and been in touch with Dorset Council to ascertain what the cost would be to re-site the old bench. Confirmation had been received from Dorset Council that they would be prepared to re-site the bench, when installing the new bench, at a cost of £504.00. The Committee confirmed that agreement could be given to proceed with this and that the funding would come from the Street Furniture budget.

The location of a second bench was also discussed and it was agreed that this would be sited in its original location adjacent to the post office. The Operations Manager would arrange for it to be removed from storage as soon as was practical and arrange for the Operations Officer to carry out the refixing of the bench.

**Resolved** that Dorset Council, when installing the new memorial bench, would re-site the old bench to Shatters Hill in Wareham at a cost of £504. The budget required for this work would be taken from Street Furniture (2300/4). The second bench would be returned to its original location adjacent to the Post Office and it was anticipated that this work could be carried out by the Operations Officer.

### **240. Gateway Stones**

Further to the confirmation of S106 money from Bloor Homes in relation to the Westgate project, the commissioning of two large pieces of Purbeck stone had been approved by the Town Council through the Planning and Transport Committee. A design had been agreed whereby the stone would be engraved by a local stonemason at the Burngate Stone Carving Centre.

It was noted that the stones were now ready to be transported back to Wareham and as such Peter Andrews of Andrews Plant Hire had been contacted to assist with this.

Further to a discussion regarding where to install the stones, it was agreed that the originally proposed sites be confirmed. The 'Welcome to Wareham' stone would be placed on the Westgate side, facing the Worgret roundabout and the 'Wareham' stone would be sited on the Purbeck School side facing Wareham town.

**Resolved** that the Operations Manager contact Peter Andrews to confirm the sites and ask that the stones be transported and installed at his earliest convenience. Any budget required would be taken from General Maintenance (2300/3).

#### **241. Town Hall Refurbishment**

Members considered the refurbishment of the Town Hall and the possibility of a public works loan to cover the costs and further considered appointing a working party to take this matter further.

**Resolved** that no further action be taken at this time.

#### **242. Town Council play areas**

Members considered the replacement of play areas at Drax Avenue, Mistover Road, Hauses Field and the Recreation Ground and the possibility of a public works loan to cover the costs and further considered appointing a working party to take this matter forward.

**Resolved** that a report be prepared, to cover the initial scope of the project.

#### **243. Waste Collection by Council staff**

Members considered the health and safety implications associated with the way that waste was currently carried in the Council owned van and explored alternative options.

**Resolved** that a report be prepared outlining the options available and the associated costs.

#### **244. Any other items the Chairman deems urgent**

The Chairman raised an item, which had been requested by a Member. The Officers advised that this matter had been considered by the Amenities Committee in January 2020 and that it had been agreed that no further action could be taken.

#### **245. Date of next meeting**

To note the date of the next meeting, which is scheduled for **2 December 2020** at **7pm**.

# Financial Budget Comparison

Comparison between 01/04/20 and 24/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		2020/2021	Revised	Actual Net	Balance
<b>INCOME</b>					
<b>Amenities</b>					
100	Corn Exchange Hire Income				
100/1	Corn Exchange	£9,000.00	£0.00	£-290.00	£-290.00
100/2	Council Chamber				
100/2/1	Weddings	£0.00	£0.00	£375.00	£375.00
100/2/2	Council Chamber Meetings	£0.00	£0.00	£0.00	£0.00
100/2/3		£0.00	£0.00	£0.00	£0.00
100/2	Total	£0.00	£0.00	£375.00	£375.00
100/3	Town Hall Electricity Recharged	£0.00	£0.00	£0.00	£0.00
100	Total	£9,000.00	£0.00	£85.00	£85.00
101	Donations	£0.00	£0.00	£0.00	£0.00
150	Parking Income				
150/1	Credit card	£20,000.00	£10,000.00	£8,682.30	£-1,317.70
150/2	Cash	£50,000.00	£30,000.00	£19,369.83	£-10,630.17
150	Total	£70,000.00	£40,000.00	£28,052.13	£-11,947.87
160	Car Park Permits				
160/1	Reserved Bay	£5,000.00	£5,000.00	£1,128.33	£-3,871.67
160/2	Unreserved Bay	£0.00	£0.00	£565.00	£565.00
160/3	Non-registration specific bay	£0.00	£0.00	£564.17	£564.17
160/4	Temporary Permits	£0.00	£0.00	£0.00	£0.00
160/5	Permit amendments/reissued	£0.00	£0.00	£0.00	£0.00
160	Total	£5,000.00	£5,000.00	£2,257.50	£-2,742.50
200	Recreation Ground Income				
200/1	Football Income	£1,500.00	£1,500.00	£683.34	£-816.66
200/2	Other	£0.00	£0.00	£780.00	£780.00
200	Total	£1,500.00	£1,500.00	£1,463.34	£-36.66
210	Croquet Income	£500.00	£500.00	£240.75	£-259.25
220	Cricket Income	£500.00	£500.00	£312.50	£-187.50
<b>Total Amenities</b>		<b>£86,500.00</b>	<b>£47,500.00</b>	<b>£32,411.22</b>	<b>£-15,088.78</b>

# Financial Budget Comparison

Comparison between 01/04/20 and 24/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		2020/2021	Revised	Actual Net	Balance
<b>EXPENDITURE</b>					
<b>Amenities</b>					
2100	Town Hall General				
2100/1	Town Hall Electric	£3,000.00	£3,000.00	£1,417.86	£1,582.14
2100/2	Town Hall Gas	£1,500.00	£1,500.00	£252.02	£1,247.98
2100/3	Town Hall Water	£1,300.00	£1,300.00	£628.00	£672.00
2100/4	Town Hall Rates	£9,500.00	£9,500.00	£6,548.25	£2,951.75
2100/5	Town Hall Advertising	£1,000.00	£0.00	£0.00	£0.00
2100/6	Town Hall Equipment New	£1,000.00	£500.00	£676.64	£-176.64
2100/7	Town Hall Equip & Builings Maint.	£12,500.00	£5,000.00	£3,058.48	£1,941.52
2100/8	Town Hall replacement windows	£4,000.00	£4,000.00	£0.00	£4,000.00
2100/9	Town Hall lighting upgrade	£15,000.00	£0.00	£0.00	£0.00
2100/70	Town Hall Reserves	£0.00	£0.00	£0.00	£0.00
2100	Total	£48,800.00	£24,800.00	£12,581.25	£12,218.75
2200	Vehicle Costs				
2200/1	Vehicle Service & Maintenance	£4,000.00	£4,000.00	£209.85	£3,790.15
2200/2	Vehicle Leasing Costs	£0.00	£0.00	£1,362.06	£-1,362.06
2200/3	Vehicle Fuel	£2,000.00	£2,000.00	£734.51	£1,265.49
2200/4	Vehicle Insurance	£0.00	£0.00	£0.00	£0.00
2200	Total	£6,000.00	£6,000.00	£2,306.42	£3,693.58
2300	General Expenditure				
2300/1	Street Lighting	£1,500.00	£1,500.00	£345.79	£1,154.21
2300/2	War Memorial Maintenance	£250.00	£250.00	£0.00	£250.00
2300/3	General Maintenance	£1,800.00	£1,800.00	£9.00	£1,791.00
2300/4	Street Furniture & seats	£1,000.00	£1,000.00	£932.30	£67.70
2300/5	Bus Shelter Maintenance	£250.00	£250.00	£8.66	£241.34
2300	Total	£4,800.00	£4,800.00	£1,295.75	£3,504.25
2400	Howards Lane Toilets				
2400/1	HL Rates	£1,000.00	£1,000.00	£707.48	£292.52
2400/2	HL Cleaning	£1,000.00	£1,000.00	£76.78	£923.22
2400/3	HL Maintenance	£1,000.00	£1,000.00	£337.50	£662.50
2400/4	HL Utilities				
2400/4/1	HL Water Charges	£1,000.00	£1,000.00	£521.50	£478.50
2400/4/2	HL Electricity Charges	£1,000.00	£1,000.00	£164.45	£835.55
2400/4	Total	£2,000.00	£2,000.00	£685.95	£1,314.05
2400	Total	£5,000.00	£5,000.00	£1,807.71	£3,192.29
2450	Quay Toilets				
2450/1	Quay Toilets Rates	£2,000.00	£2,000.00	£1,670.45	£329.55
2450/2	Quay Toilets Cleaning	£1,000.00	£1,000.00	£157.13	£842.87
2450/3	Quay Toilets Maintenance	£1,000.00	£1,000.00	£403.30	£596.70
2450/4	Quay Toilets Utilities				
2450/4/1	Quay Toilets Water	£3,000.00	£3,000.00	£1,386.00	£1,614.00
2450/4/2	Quay Toilets Electricity	£1,000.00	£1,000.00	£121.56	£878.44
2450/4	Total	£4,000.00	£4,000.00	£1,507.56	£2,492.44
2450	Total	£8,000.00	£8,000.00	£3,738.44	£4,261.56
2500	Howards Lane Car Park				
2500/1	HL Car Park Rates	£9,000.00	£9,000.00	£5,942.72	£3,057.28
2500/2	HL Car Park New Equipment	£1,000.00	£1,000.00	£0.00	£1,000.00
2500/3	HL Car Park Tickets	£300.00	£300.00	£138.00	£162.00

2500/4	HL Car Park Money Collection				
2500/4/1	HL Money Collection Card Fees	£1,000.00	£1,000.00	£596.75	£403.25

## Financial Budget Comparison

Comparison between 01/04/20 and 24/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		<b>2020/2021</b>	<b>Revised</b>	<b>Actual Net</b>	<b>Balance</b>
2500/4/2	HL Money Collection Cash Fees	£3,000.00	£3,000.00	£1,856.01	£1,143.99
2500/4/3	HL tickets cash refunds	£0.00	£0.00	£2.33	£-2.33
2500/4	Total	£4,000.00	£4,000.00	£2,455.09	£1,544.91
2500/5	HL Car Park Maintenance	£500.00	£500.00	£0.00	£500.00
2500/6	HL Car Park Drainage Works	£1,500.00	£1,500.00	£0.00	£1,500.00
2500/7	HL Car Park Tree Works	£2,000.00	£2,000.00	£0.00	£2,000.00
2500	Total	£18,300.00	£18,300.00	£8,535.81	£9,764.19
2550	Pavilion				
2550/1	Pavilion Utilities				
2550/1/1	Pavilion Utilities Gas	£100.00	£100.00	£0.00	£100.00
2550/1/2	Pavilion Utilities Water	£500.00	£500.00	£228.50	£271.50
2550/1/3	Pavilion Utilities Electric	£400.00	£400.00	£138.92	£261.08
2550/1	Total	£1,000.00	£1,000.00	£367.42	£632.58
2550/2	Pavilion Maintenance	£500.00	£500.00	£25.00	£475.00
2550	Total	£1,500.00	£1,500.00	£392.42	£1,107.58
2600	Recreation Ground				
2600/1	Recreation Ground Maintenance	£1,000.00	£1,000.00	£463.66	£536.34
2600/2	Recreation Ground Grass Cutting Contract	£5,000.00	£2,000.00	£2,008.21	£-8.21
2600/3	Recreation Ground New Equipment	£250.00	£250.00	£0.00	£250.00
2600/4	Recreation Ground hire refunds	£0.00	£0.00	£0.00	£0.00
2600	Total	£6,250.00	£3,250.00	£2,471.87	£778.13
2650	Play Area				
2650/1	Play Area Maintenance	£0.00	£0.00	£250.00	£-250.00
2650/2	Play Area Reserve	£15,000.00	£0.00	£0.00	£0.00
2650	Total	£15,000.00	£0.00	£250.00	£-250.00
2700	Mill Lane				
2700/1	Mill Lane Maintenance	£1,000.00	£1,000.00	£109.99	£890.01
2700/2	Mill Lane PWLB Roof Repairs	£60,000.00	£60,000.00	£2,201.79	£57,798.21
2700	Total	£61,000.00	£61,000.00	£2,311.78	£58,688.22
2750	Northmoor Allotments				
2750/1	Northmoor Allotment Rents	£350.00	£350.00	£163.44	£186.56
2750	Total	£350.00	£350.00	£163.44	£186.56
2800	Hauses Field				
2800/1	Hauses Field Tree Survey & Works	£6,500.00	£4,000.00	£2,000.00	£2,000.00
2800	Total	£6,500.00	£4,000.00	£2,000.00	£2,000.00
	<b>Total Amenities</b>	<b>£181,500.00</b>	<b>£137,000.00</b>	<b>£37,854.89</b>	<b>£99,145.11</b>

## Amenities Committee – 2 December 2020

### Hauses Field Skate Park

#### 1. Purpose of the report

To review the concerns of residents of Northmoor, in particular those in the vicinity of the Hausess Field Open space.

#### 2. Background

Hauses Field open space is made up of a play park, picnic area, wildlife haven, a skate park (also known as a BMX Park) and a large area of open green space. This area is surrounded by residential accommodation.

#### 3. Items for Consideration

There is an ongoing issue that is affecting at least one resident whereby the noise created by the skate park equipment is causing a great deal of distress. The resident has kindly compiled a report that may help the Committee understand the history and the situation from their point of view.

In addition, there seems to have been an increase in anti-social behaviour in the Hausess Field area which it is felt by residents emanates from the users of the Skate Park. Members of the public have been advised to contact the Police.

#### 4. Recommendation

It is recommended that a task and finish group be set up to examine the issues at Hausess Field and ascertain if any action needs to be taken.

**Tara Bailey**

**Operations Manager**

**November 2020**

## **Amenities Committee – 2 December 2020**

### **Relocation of bench on North Street**

**1. Purpose of the report**

To review the position of the bench outside of the post office.

**2. Background**

The bench that was placed a few metres away from the post office has been in storage for the past 18 months. This was due to the perception that it attracted anti-social behaviour in this location.

**3. Items for Consideration**

It was resolved at the last meeting of the Amenities Committee on 21 October to reinstate the bench in its original position, however further consultation has revealed that there is concern that the anti-social behaviour could return.

**4. Recommendation**

It is recommended that the bench be located outside of the post office adjacent to the bus stop. This site would serve commuters well and is believed to allow for sufficient clearance to satisfy the requirements of the Highways department. If it is resolved to approve this recommendation, Highways will be consulted for their final approval.

**Tara Bailey**

**Operations Manager**

**November 2020**



## Amenities Committee – 2 December 2020

### Location of Gateway stones

#### 1. Purpose of the report

In light of new information, to resolve the positioning of the stones that were commissioned as a result of the section 106 money that was received from Bloor Homes in respect of the Westgate housing development.

#### 2. Background

Since the last meeting of the Amenities Committee, a sketch (attached) has resurfaced (penned by a representative of Bloor Homes) that was provided by Dorset Council showing the proposed placement of the gateway feature, as it was then. Minutes of April 2017 state ***'An email had been received by the Chairman from Anthony Bird, Principal Planning Officer at Purbeck District Council outlining that insufficient money had been allocated by Bloor Homes and the Council within the Section 106 Planning Agreement to fund the Purbeck stone gateway feature and that a much simpler arrangement was now proposed'*** which explains why a sketch of two 'gate' style features was provided. The attached timeline of the pertinent minutes explains the situation at the time.

At the time, the Planning Committee were focused on keeping the proposed stone feature, and not the wooden feature, so the actual location was not queried especially as there was an understanding at the time – as the sketch had been forwarded by Dorset Council, that the two positions would be workable.

Further to the completion of the stones, the following minute was taken at the last Amenities Committee of 21 October 2020, however further research requires additional consideration to be given to the placement of the stones.

#### **'240. Gateway Stones**

***Further to the confirmation of S106 money from Bloor Homes in relation to the Westgate project, the commissioning of two large pieces of Purbeck stone had been approved by the Town Council through the Planning and Transport Committee. A design had been agreed whereby the stone would be engraved by a local stonemason at the Burngate Stone Carving Centre .....***

***Further to a discussion regarding where to install the stones, it was agreed that the originally proposed sites be confirmed. The 'Welcome to Wareham' stone would be placed on the Westgate side, facing the Worgret roundabout and the 'Wareham' stone would be sited on the Purbeck School side facing Wareham town.***

***Resolved that the Operations Manager contact Peter Andrews to confirm the sites and ask that the stones be transported and installed at his earliest convenience. Any budget required would be taken from General Maintenance (2300/3).'***

### **3. Items for Consideration**

Further to consulting with Highways, it is apparent that the sketch was done without any consultation with the highways department as they would not have approved a structure such as the Purbeck stone (or indeed a wooden gateway feature) that has been commissioned within 2 metres of the verge.

In light of the requirements from Highways, further investigation has been undertaken, taking into account the 2 metre distance requirement, 30 mph zone and also the presence of any manhole covers and services underground.

### **4. Conclusion**

There are two three main entrances to Wareham. One from the Sandford direction, one from the Worgret Roundabout direction and also Bere Road direction.

Having looked at potential sites from the Sandford direction, there are several issues ie. 40 mph zone, existing signage, lack of sufficient verge to allow for 2m clearance.

There is space at the Saxon Roundabout in the verge by the Purbeck View Residential home park, in the verge off the Worgret Roundabout (as you enter Worgret road) and also space on the Bere Road at the junction with Northmoor park.

These sites tick the boxes required by Dorset Council's Highways department, but recommendations would need to have final approval from Highway Department prior to implementation.

### **5. Recommendation**

The following sites are recommended as those that fit the criteria required by Highways and could to some extent be described as a 'gateway' to Wareham.

- a) in the verge on the northside of Worgret Road just of the roundabout and
- b) in the verge adjacent to the Purbeck View residential park
- c) in the verge at the junction of Bere Road and Northmoor Park as you exit Northmoor Park.

There are two stones, one that is inscribed with Wareham and one that is inscribed with Welcome to Wareham.

**Tara Bailey**

**Operations Manager**

**November 2020**



**Recommended location at the junction of Bere Road and Northmoor Park Rd**



**Recommended location at Saxon Roundabout**



**Recommended location in verge as you travel round the Worgret roundabout on the Westgate development side.**

## **Additional Background showing resolutions of**

### **Wareham Town Council's Planning and Transport Committee**

**3 April 2017**

#### **158. Wareham Westgate – Proposed Entrance Feature**

An email had been received by the Chairman from Anthony Bird, Principal Planning Officer at Purbeck District Council outlining that insufficient money had been allocated by Bloor Homes and the Council within the Section 106

Planning Agreement to fund the Purbeck stone gateway feature and that a much simpler arrangement was now proposed.

**Resolved** that the Clerk would contact Anthony Bird on behalf of the Chairman to express the Committee's objection to the proposed 'simpler arrangement'.

**25 April 2017**

#### **170. Wareham Westgate – Proposed Entrance Feature**

A further email was received by Anthony Bird on 12 April 2017 restating the position and that the sum of £4,000 had been paid to Purbeck District Council in February 2015 and therefore Bloor Homes had complied with S.106 agreement that this payment be made 'for the provision of a gateway feature along Worgret Road'.

Whilst the Committee understood that the £4,000 may not be adequate to fully fund the construction of the preferred 'stone' gateway feature, the Committee would like to know what the shortfall is so a decision could be made regarding the possibility of Wareham Town Council contributing to the preferred 'stone' gateway feature.

**Resolved** that the Chairman would contact Anthony Bird to obtain further information on the shortfall and report back at the next Committee meeting on 22 May 2017.

**22 May 2017**

#### **6. Any other items the Chairman deemed urgent**

It was noted that a response had not been received from Anthony Bird regarding the Westgate – Proposed entrance feature. It was understood that Anthony Bird was due to retire.

It was **RESOLVED** that the Committee Clerk would make enquiries as to who would be progressing the outstanding response in the absence of Anthony Bird.

**12 June 2018**

#### **6. Westgate Development – Gateway Feature**

Due to the retirement of Anthony Bird, Alan Davies of Purbeck District Council would be handling the progression of the proposed entrance feature at Westgate. As £4,000 had been received by Purbeck District Council (from Bloor Homes) as a contribution towards the preferred stone feature, it was agreed with Alan Davies that this money could be paid to Wareham Town Council once a feature had been decided upon and a supplier confirmed.

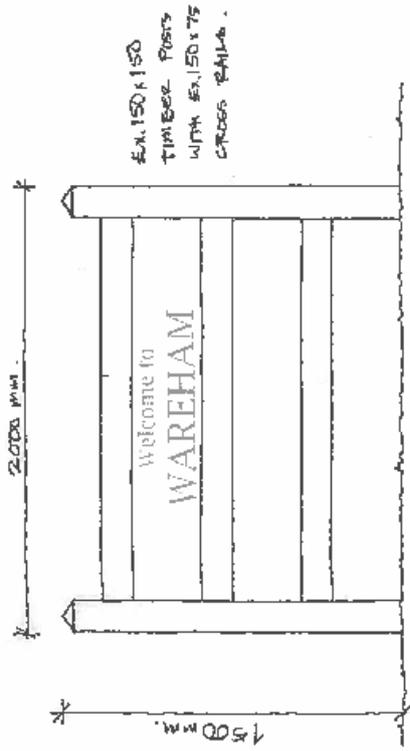
Enquiries had been made at local quarries and with a local sculptor and it was felt that the preferred stone feature could be completed within budget.

**Resolved** that the Committee Clerk would meet with the sculptor to obtain a mock up of the design. Once this was complete, it would be possible to obtain a firm quote.

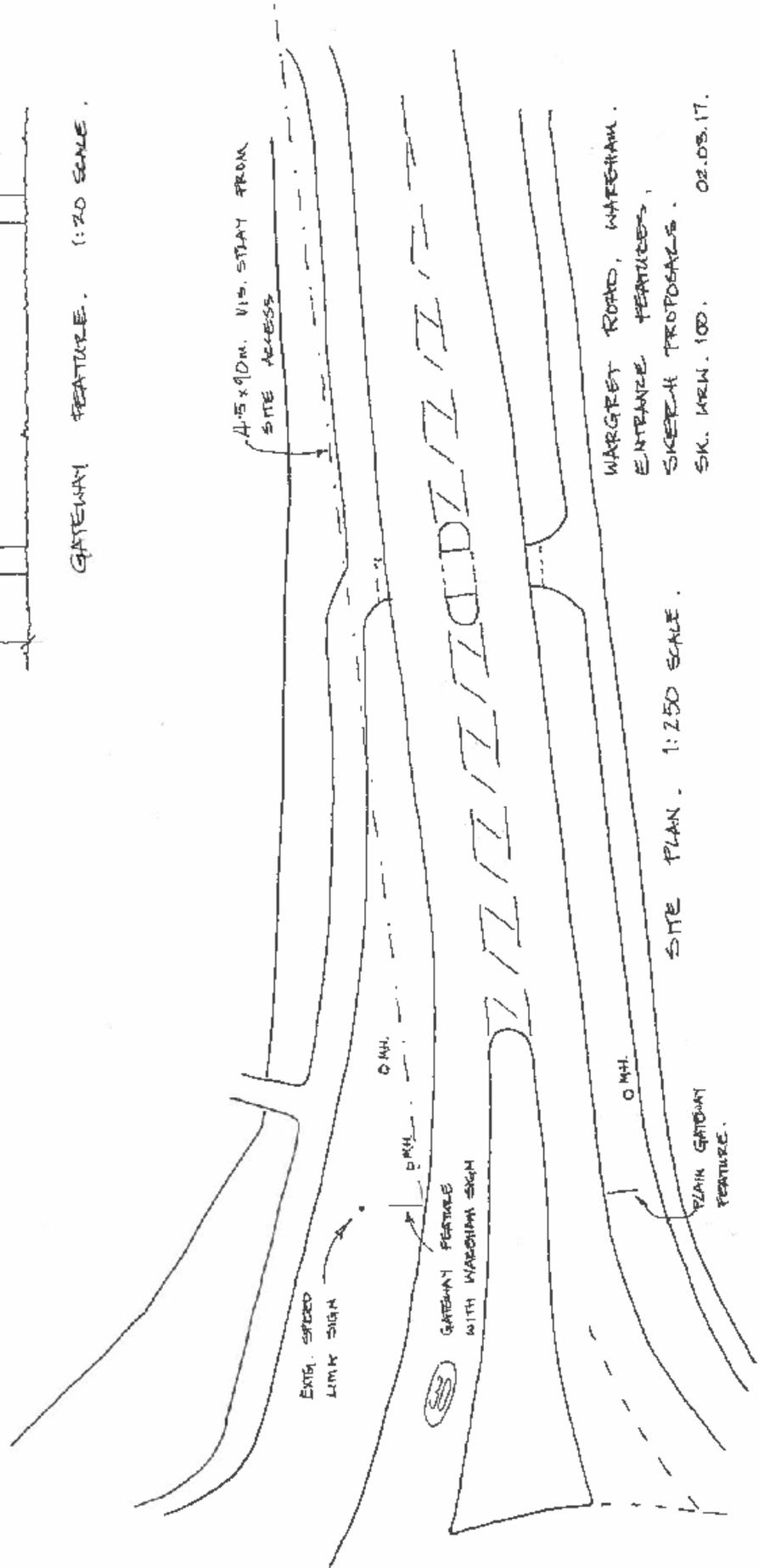
## **24 July 2018**

### **22. Wareham Westgate – Proposed Entrance Feature**

The Committee were updated by Clerk as to the estimates received from the Quarry and notified that drawings were being undertaken by the Sculptor. The Clerk had undertaken to contact Purbeck District Council to confirm in writing the detail of the payment from Bloor Homes.



GATEWAY FEATURE. 1:20 SCALE.



SITE PLAN. 1:250 SCALE.

WARGREY ROAD, WAREHAM.  
ENTRANCE FEATURES,  
SKELEH PROPOSALS.  
SK. MKN. 100. 02.03.17.

## Amenities Committee – 2 December 2020

### Proposed increase to car parking charges by Dorset Council

#### 1. Purpose of the report

To advise Committee members of the planned increases to car park charges in the Purbeck and wider area by Dorset Council and to decide whether a recommendation be put to Full Council to increase its charges in line with Dorset Council.

#### 2. Background

Dorset Council have not reviewed their parking charges since 2014 and as such the charge has not risen with inflation and does not meet their current costs. Purbeck is the only part of Dorset Council where parking charges currently start at 10am. This is considered by Dorset Council to be inequitable and it is their observation that there is no indication of a need for charges to start later in this area. It is reported by Dorset Council *'The 10am charging period appears to be the legacy of an assumption that locals in Purbeck shop early in the morning before tourists arrive, but this could be true of other popular tourist destination areas and therefore now needs to align with all car parking in Dorset area.'*

Legal advice was sought to confirm if the proposed changes needed to go to public consultation. The advice was that, as per Section 35 of Road Traffic Regulation Act the Council may make an order about parking spaces, including charges for use. Section 35C of the Act gives the Council the power to vary parking charges by notice. Sunday charging, extending charging until 8pm and increasing charges are parking charge changes, and so can be achieved on notice of intention.

#### 3. Items for Consideration

The proposed changes to car parking charges by Dorset Council are as follows:-

- A. Increase the all-day charge from £2 to £4 in Lyme Regis and West Bay without delay.
- B. Extend morning charges in Purbeck to 8am without delay.
- C. Implementation of Sunday charging without delay.
- D. Extend the evening charges to 8pm without delay.

These charges will be implemented across all Dorset Council owned car parks in Wareham.

As the Town Council already charges for Sunday parking, the changes will provide for an additional 3 hours per day of charging for the Town Council ie. 8am – 10am and 7pm to 8pm.

The car park is the main source of income for the Town Council and this small increase to the charging window would assist in covering the costs of the coin collection, cost of tickets and maintenance of ticket machines which needs to happen regardless of the number of users of the car park.

It may be worth considering increasing the cost of our parking permits, due to the increased window of charging, if the Council resolves to implement the changes in line with Dorset Council.

Dorset Council are currently in a period of consultation which runs until 6<sup>th</sup> December whereby they may decide to roll out the shoppers permit scheme, that is currently only available to residents in the West Dorset Council area, to the whole Dorset Council area. The result of this consultation will be reported back to the next meeting of the Amenities Committee and any recommendation as to implementation in the Purbeck area.

#### **4. Recommendation**

It is recommended that Town Council falls in line with the proposed changes by Dorset Council and applies them to the Howards Lane car park.

**Tara Bailey**

**Operations Manager**

**November 2020**

## Amenities Committee – 2 December 2020

### Further Tree Work at the Recreation Ground, Hauses Field and Howards Lane

#### 1. Purpose of the report

To note the remaining work required to trees in the ownership of the Town Council.

#### 2. Background

The urgent items required at Hauses Field have now been completed but important work still needs to be done there. There is a mix of important and urgent work at the Recreation Ground and important work at Howards Lane to be completed in line with the recommendations within the tree survey that was commissioned.

#### 3. Items for Consideration

The tree surgeon has now been able to further analyse the tree survey and make site visits in preparation for the costings below.

##### Hauses Field

T55 - Sycamore – removal of epicormic growth £40

T54, T53, T52 - Oaks – removal of deadwood £180

T34 – Oak – removal of rubbing limb and reduce remaining limb with cavity £200

T22 – Hawthorn – removal of deadwood and thin by 5% £40

T16 – Oak – removal of deadwood (all round) £140

T10 – Willow – re-pollard £250

T3 – Oak – remove broken limb and deadwood £120

**Total: £970**

##### Howards Lane

Common Alder x 9 general tree maintenance

Crown reduce up to 2 metres and deadwood

Removal of pruning wounds, crown raise to statutory height where necessary, remove deadwood

Prune roots and reinstate slabs

£80 per tree

**Total: £720**

## **Recreation Ground – Worgret Road**

Holm Oak – crown raise to 4-5 metres over rd £80

Holly – fell due to health £120

Conifer – reduce height by 2-3 metres and trim sides £250

Hawthorns – remove guard and restore (paint). Remove epicormic growth from base and clean

All arising will be chipped and removed from site

**Total: £450**

### **4. Recommendation**

Nesting season will start again in March and the window of opportunity to continue with the specified work above will not come around again until late September. I would therefore recommend continuing with the work that has been quoted for. I would not anticipate any further planned tree work being necessary for a few years, but a budget should be retained to allow for the rectification of any unexpected damage such as that which could be caused as a result of high winds.

#### **Financial implication**

Total budget required would be £2140, which would mean a virement would be required to complete this work in this financial year. The shortfall in the Tree Works Budget (2800/1) could be made up with a virement from Howards Lane Tree Works (2500/7).

**Tara Bailey**

**Operations Manager**

**November 2020**

## Budget setting 2021/2022 - Amenities

Comparison between 01/04/20 and 16/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

	2020/2021	Revised	Actual Net	Balance	2021/2022	
<b>INCOME</b>						
<b>100</b>	<b>Corn Exchange Hire Income</b>					
100/1	Corn Exchange	£9,000.00	£0.00	£-290.00	£-290.00	£0.00
100/2	Council Chamber					
100/2/1	Weddings	£0.00	£0.00	£375.00	£375.00	£500.00
100/2/2	Council Chamber Meetings	£0.00	£0.00	£0.00	£0.00	£0.00
100/2/3		£0.00	£0.00	£0.00	£0.00	£0.00
100/2	Total	£0.00	£0.00	£375.00	£375.00	£500.00
100/3	Town Hall Electricity Recharged	£0.00	£0.00	£0.00	£0.00	£0.00
<b>100</b>	<b>Total</b>	<b>£9,000.00</b>	<b>£0.00</b>	<b>£85.00</b>	<b>£85.00</b>	<b>£500.00</b>
<b>150</b>	<b>Parking Income</b>					
150/1	Credit card	£20,000.00	£10,000.00	£8,682.30	£-1,317.70	£13,000.00
150/2	Cash	£50,000.00	£30,000.00	£19,369.83	£-10,630.17	£30,000.00
<b>150</b>	<b>Total</b>	<b>£70,000.00</b>	<b>£40,000.00</b>	<b>£28,052.13</b>	<b>£-11,947.87</b>	<b>£43,000.00</b>
<b>160</b>	<b>Car Park Permits</b>					
160/1	Reserved Bay	£5,000.00	£5,000.00	£1,128.33	£-3,871.67	£2,500.00
160/2	Unreserved Bay	£0.00	£0.00	£565.00	£565.00	£1,000.00
160/3	Non-registration specific bay	£0.00	£0.00	£564.17	£564.17	£1,000.00
160/4	Temporary Permits	£0.00	£0.00	£0.00	£0.00	£0.00
160/5	Permit amendments/reissued	£0.00	£0.00	£0.00	£0.00	£0.00
<b>160</b>	<b>Total</b>	<b>£5,000.00</b>	<b>£5,000.00</b>	<b>£2,257.50</b>	<b>£-2,742.50</b>	<b>£4,500.00</b>
<b>200</b>	<b>Recreation Ground Income</b>					
200/1	Football Income	£1,500.00	£1,500.00	£683.34	£-816.66	£1,500.00
200/2	Other	£0.00	£0.00	£780.00	£780.00	£0.00
200	Total	£1,500.00	£1,500.00	£1,463.34	£-36.66	£1,500.00
210	Croquet Income	£500.00	£500.00	£240.75	£-259.25	£500.00
220	Cricket Income	£500.00	£500.00	£312.50	£-187.50	£0.00
<b>Total Amenities Income</b>		<b>£86,500.00</b>	<b>£47,500.00</b>	<b>£32,411.22</b>	<b>£-15,088.78</b>	<b>£49,500.00</b>

# Budget setting 2021/2022 - Amenities

Comparison between 01/04/20 and 16/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		2020/2021	Revised	Actual Net	Balance	2021/2022
<b>EXPENDITURE</b>						
<b>2100</b>	<b>Town Hall General</b>					
2100/1	Town Hall Electric	£3,000.00	£3,000.00	£1,417.86	£1,582.14	£3,000.00
2100/2	Town Hall Gas	£1,500.00	£1,500.00	£252.02	£1,247.98	£2,000.00
2100/3	Town Hall Water	£1,300.00	£1,300.00	£628.00	£672.00	£1,300.00
2100/4	Town Hall Rates	£9,500.00	£9,500.00	£6,548.25	£2,951.75	£10,000.00
2100/5	Town Hall Advertising	£1,000.00	£0.00	£0.00	£0.00	£500.00
2100/6	Town Hall Equipment New	£1,000.00	£500.00	£676.64	-£176.64	£1,000.00
2100/7	Town Hall Equip & Buildings Maint.	£12,500.00	£5,000.00	£3,035.15	£1,964.85	£7,000.00
2100/8	Town Hall replacement windows	£4,000.00	£4,000.00	£0.00	£4,000.00	£2,000.00
2100/9	Town Hall lighting upgrade	£15,000.00	£0.00	£0.00	£0.00	£15,000.00
2100/70	Town Hall Reserves	£0.00	£0.00	£0.00	£0.00	£0.00
<b>2100</b>	<b>Total</b>	<b>£48,800.00</b>	<b>£24,800.00</b>	<b>£12,557.92</b>	<b>£12,242.08</b>	<b>£41,800.00</b>
<b>2200</b>	<b>Vehicle Costs</b>					
2200/1	Vehicle Service & Maintenance	£4,000.00	£4,000.00	£155.00	£3,845.00	£1,200.00
2200/2	Vehicle Leasing Costs	£0.00	£0.00	£1,362.06	-£1,362.06	£2,500.00
2200/3	Vehicle Fuel	£2,000.00	£2,000.00	£734.51	£1,265.49	£1,500.00
2200/4	Vehicle Insurance	£0.00	£0.00	£0.00	£0.00	£800.00
<b>2200</b>	<b>Total</b>	<b>£6,000.00</b>	<b>£6,000.00</b>	<b>£2,251.57</b>	<b>£3,748.43</b>	<b>£6,000.00</b>
<b>2300</b>	<b>General Expenditure</b>					
2300/1	Street Lighting	£1,500.00	£1,500.00	£345.79	£1,154.21	£1,500.00
2300/2	War Memorial Maintenance	£250.00	£250.00	£0.00	£250.00	£250.00
2300/3	General Maintenance	£1,800.00	£1,800.00	£9.00	£1,791.00	£1,500.00
2300/4	Street Furniture & seats	£1,000.00	£1,000.00	£932.30	£67.70	£1,000.00
2300/5	Bus Shelter Maintenance	£250.00	£250.00	£8.66	£241.34	£250.00
<b>2300</b>	<b>Total</b>	<b>£4,800.00</b>	<b>£4,800.00</b>	<b>£1,295.75</b>	<b>£3,504.25</b>	<b>£4,500.00</b>

# Budget setting 2021/2022 - Amenities

Comparison between 01/04/20 and 16/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		2020/2021	Revised	Actual Net	Balance	2021/2022
<b>EXPENDITURE</b>						
<b>2400</b>	<b>Howards Lane Toilets</b>					
2400/1	HL Rates	£1,000.00	£1,000.00	£707.48	£292.52	£1,250.00
2400/2	HL Cleaning	£1,000.00	£1,000.00	£63.82	£936.18	£1,000.00
2400/3	HL Maintenance	£1,000.00	£1,000.00	£337.50	£662.50	£1,000.00
2400/4	HL Utilities					
2400/4/1	HL Water Charges	£1,000.00	£1,000.00	£521.50	£478.50	£1,000.00
2400/4/2	HL Electricity Charges	£1,000.00	£1,000.00	£164.45	£835.55	£1,000.00
2400/4	Utilities Sub Total	£2,000.00	£2,000.00	£685.95	£1,314.05	£0.00
<b>2400</b>	<b>Total</b>	<b>£5,000.00</b>	<b>£5,000.00</b>	<b>£1,794.75</b>	<b>£3,205.25</b>	<b>£5,250.0</b>
<b>2450</b>	<b>Quay Toilets</b>					
2450/1	Quay Toilets Rates	£2,000.00	£2,000.00	£1,670.45	£329.55	£2,300.00
2450/2	Quay Toilets Cleaning	£1,000.00	£1,000.00	£144.16	£855.84	£1,000.00
2450/3	Quay Toilets Maintenance	£1,000.00	£1,000.00	£403.30	£596.70	£1,500.00
2450/4	Quay Toilets Utilities					
2450/4/1	Quay Toilets Water	£3,000.00	£3,000.00	£1,386.00	£1,614.00	£3,000.00
2450/4/2	Quay Toilets Electricity	£1,000.00	£1,000.00	£121.56	£878.44	£1,000.00
2450/4	Utilities Sub Total	£4,000.00	£4,000.00	£1,507.56	£2,492.44	£4,000.00
<b>2450</b>	<b>Total</b>	<b>£8,000.00</b>	<b>£8,000.00</b>	<b>£3,725.47</b>	<b>£4,274.53</b>	<b>£8,800.00</b>
<b>2500</b>	<b>Howards Lane Car Park</b>					
2500/1	HL Car Park Rates	£9,000.00	£9,000.00	£5,942.72	£3,057.28	£9,750.00
2500/2	HL Car Park New Equipment	£1,000.00	£1,000.00	£0.00	£1,000.00	£1,000.00
2500/3	HL Car Park Tickets	£300.00	£300.00	£138.00	£162.00	£300.00
2500/4	HL Car Park Money Collection					
2500/4/1	HL Money Collection Card Fees	£1,000.00	£1,000.00	£596.75	£403.25	£1,000.00
2500/4/2	HL Money Collection Cash Fees	£3,000.00	£3,000.00	£1,856.01	£1,143.99	£3,000.00

# Budget setting 2021/2022 - Amenities

Comparison between 01/04/20 and 16/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		2020/2021	Revised	Actual Net	Balance	2021/2022
<b>EXPENDITURE</b>						
2500/4/3	HL tickets cash refunds	£0.00	£0.00	£2.33	-£2.33	£0.00
2500/4	Money collection fees sub total	£4,000.00	£4,000.00	£2,455.09	£1,544.91	£4,000.00
2500/5	HL Car Park Maintenance	£500.00	£500.00	£0.00	£500.00	£500.00
2500/6	HL Car Park Drainage Works	£1,500.00	£1,500.00	£0.00	£1,500.00	£0.00
2500/7	HL Car Park Tree Works	£2,000.00	£2,000.00	£0.00	£2,000.00	£0.00
<b>2500</b>	<b>Total</b>	<b>£18,300.00</b>	<b>£18,300.00</b>	<b>£8,535.81</b>	<b>£9,764.19</b>	<b>£15,550.00</b>
<b>2550 Pavilion</b>						
2550/1	Pavilion Utilities					
2550/1/1	Pavilion Utilities Gas	£100.00	£100.00	£0.00	£100.00	£100.00
2550/1/2	Pavilion Utilities Water	£500.00	£500.00	£228.50	£271.50	£500.00
2550/1/3	Pavilion Utilities Electric	£400.00	£400.00	£138.42	£261.58	£400.00
2550/1	Utilities SubTotal	£1,000.00	£1,000.00	£366.92	£633.08	£1,000.00
2550/2	Pavilion Maintenance	£500.00	£500.00	£25.00	£475.00	£500.00
<b>2550</b>	<b>Total</b>	<b>£1,500.00</b>	<b>£1,500.00</b>	<b>£391.92</b>	<b>£1,108.08</b>	<b>£1,500.00</b>
<b>2600 Recreation Ground</b>						
2600/1	Recreation Ground Maintenance	£1,000.00	£1,000.00	£463.66	£536.34	£1,000.00
2600/2	Recreation Ground Grass Cutting Contract	£5,000.00	£2,000.00	£2,008.21	-£8.21	£5,000.00
2600/3	Recreation Ground New Equipment	£250.00	£250.00	£0.00	£250.00	£250.00
2600/4	Recreation Ground hire refunds	£0.00	£0.00	£0.00	£0.00	£0.00
<b>2600</b>	<b>Total</b>	<b>£6,250.00</b>	<b>£3,250.00</b>	<b>£2,471.87</b>	<b>£778.13</b>	<b>£6,250.00</b>
<b>2650 Play Area</b>						
2650/1	Play Area Maintenance	£0.00	£0.00	£250.00	-£250.00	£1,000.00
2650/2	Play Area Reserve	£15,000.00	£0.00	£0.00	£0.00	£5,000.00
<b>2650</b>	<b>Total</b>	<b>£15,000.00</b>	<b>£0.00</b>	<b>£250.00</b>	<b>-£250.00</b>	<b>£6,000.00</b>

# Budget setting 2021/2022 - Amenities

Comparison between 01/04/20 and 16/11/20 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

		2020/2021	Revised	Actual Net	Balance	2021/2022
<b>EXPENDITURE</b>						
<b>2700</b>	<b>Mill Lane</b>					
2700/1	Mill Lane Maintenance	£1,000.00	£1,000.00	£109.99	£890.01	£1,000.00
2700/2	Mill Lane PWLB Roof Repairs	£60,000.00	£60,000.00	£2,201.79	£57,798.21	£20,000.00
<b>2700</b>	<b>Total</b>	<b>£61,000.00</b>	<b>£61,000.00</b>	<b>£2,311.78</b>	<b>£58,688.22</b>	<b>£21,000.00</b>
<b>2750</b>	<b>Northmoor Allotments</b>					
2750/1	Northmoor Allotment Rents	£350.00	£350.00	£163.44	£186.56	£350.00
<b>2750</b>	<b>Total</b>	<b>£350.00</b>	<b>£350.00</b>	<b>£163.44</b>	<b>£186.56</b>	<b>£350.00</b>
<b>2800</b>	<b>Hauses Field</b>					
2800/1	Hauses Field Tree Survey & Works	£6,500.00	£4,000.00	£2,000.00	£2,000.00	£1,500.00
<b>2800</b>	<b>Total</b>	<b>£6,500.00</b>	<b>£4,000.00</b>	<b>£2,000.00</b>	<b>£2,000.00</b>	<b>£1,500.00</b>
	Summer/winter planting					£3,500.00
<b>Total Amenities Expenditure</b>		<b>£181,500.00</b>	<b>£137,000.00</b>	<b>£37,750.28</b>	<b>£99,249.72</b>	<b>£122,000.00</b>

# Declaration of personal and prejudicial interests

Questions to ask yourself. If in doubt you should ask your Clerk or your Monitoring Officer.

