

Chesham Town Council



Bill Richards
Town Clerk

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10th November 2014

Dear Councillor

I hereby give notice of a meeting of the **RECREATION AND THE ARTS COMMITTEE** to be held in the Council Chamber, The Town Hall, Chesham, on

MONDAY 17th NOVEMBER 2014 AT APPROXIMATELY 8.00pm

(i.e. immediately following the close of the Development Control Committee meeting which is due to commence at 7.30pm)

A G E N D A

1. Apologies for absence.
2. Declarations of Interest.
3. To receive and confirm the Minutes of the Committee meeting held on 6th October 2014.
4. To receive and consider the Minutes of:
 - i) *Friends of Chesham Moor Gym and Swim Centre meeting of the 24th September 2014.*
 - ii) *Allotments Group meeting of the 30th September 2014.*
 - iii) *Friends of Chesham Cemetery meeting of the 21st October 2014.*
5. Chesham Moor Gym and Swim Centre Update.
6. Annual Subscriptions.
7. Revised Estimates 2014/15 and Estimates 2015/16 (to follow).
8. Proposed Fees and Charges 2015/16.
- 8b. Green Flag 2015 (late report)
9. Exclusion of the Public and the Press.
10. Cemetery Lodges
11. Parks and Premises Replacement of Vehicle.
- 11b. Contractual Matters pertaining to Resurfacing of Moor Hard-Standing (late report)

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Bill Richards'.

Bill Richards
Town Clerk



continued . . .



Circulation

Councillor Circulation

Councillor	Miss R. Bhatti
"	T. Franks
"	M. Fayyaz
"	P. J. Hudson
"	D. J. Lacey
"	Mrs C. Littley

Councillor	R. C. McCulloch
"	Mrs C. M. Michael
"	Mrs A.M. Pirouet
"	M. W. Shaw
"	C. H. Spruytenburg

Minutes of the “Friends of Chesham Moor Gym and Swim” **24 September 2014**

Present: TC (Tricia Croot – minutes), AC (Alan Corner), DE (Danny Essex), RJ (Ruth Juett), SL (Stuart Lindsay), SS (Simone Start), MSJ (Michael Simpson-Jones) AB (Alan Booth), SH (Sue Hutcheson), BM (Baz Mocharraffe)

<u>1. Introduction</u>	ACTIONS
<p>Bill Richards introduced Steve Pearson and explained that the purpose of the meeting was to discuss the financial reporting and to answer any questions regarding finance the Friends would like to raise.</p>	
<p><u>2. Constitution</u> BR explained that the role of the Friends group was an advisory one but project led. Any queries and recommendations from the Friends are to be passed to Danny Essex, Centre Manager in the first instance and he would then present them to Council via the Rec and Arts committee. BR circulated a suggested constitution document which he asked the Friends to consider. A constitution should be adopted as soon as possible, this could be discussed and adopted at the next meeting.</p>	
<p><u>3. Chairman</u> BR suggested that having DE as chair for meetings is not ideal and indicated that BM may be interested in the role. Another item for the next meeting agenda.</p>	
<p><u>4. Service Level Agreement</u> One of the questions raised by the Friends had been what services are provided for the £20,000 fee paid to Town Hall. BR explained the administration services offered. SL asked what the lines of responsibility are, giving the specific example of the IT agreement. BR and SP clarified that small issues could be dealt with directly with the IT provider but if there were major issues in achieving the required results BR and SP would step in.</p>	
<p><u>5. General review of finances</u> SP circulated figures showing performance over the past two years – more figures to be circulated following the meeting. He explained that detailed budgets are produced each year including a repairs and renewals budget, again these figures would be circulated after the meeting. The budgets for the year 2015/2016 will be prepared in October– Friends will have the opportunity to discuss the budget before it is put to Council. SS asked what information is required by Council to approve any projects proposed by the Friends. SP responded that a Cost</p>	

<p>Benefit Analysis including payback time and community benefit would be very useful to help Council to assess and approve any projects. RJ noted that any major projects for the next year's budget would need to be presented in October.</p> <p>SP stated that in general, items which needed to be replaced such as pool lining, pool cover etc. are part of the repairs and renewals budget but there is a £10,000 ring-fenced amount specifically for one-off projects.</p> <p>The Friends noted that there had been a recent incidence of flooding in the basement area of the Centre – who would pay for the repairs and any necessary improvements. BR suggested that this is an unusual occurrence and should be a joint agency effort rather than coming from the repairs and renewals budget.</p>	
<p><u>6. Staffing Review</u></p> <p>BR explained that there had been a major staffing review across the Council recently. This involved interviewing staff and visiting another Town Council (Woodley near Reading) to examine staffing in a similar organisation. The reports from the review are awaited. DE is to produce an ideal staffing structure as part of the process.</p>	
<p><u>7. Defibrillator</u></p> <p>BR stated that it would cost £1,500 to install a defibrillator, including training. The Council had suggested this could be paid from the £10,000 ring-fenced budget. The Friends felt that the £10,000 should be used for a bigger project and were not prepared to underwrite the funding. It was suggested that the Friends could seek grants for this and also carry out fundraising as this is a very useful community project which would benefit local residents and not just Centre users.</p>	
<p>The Friends thanked BR and SP for attending the meeting and spending time explaining the finances and answering questions.</p>	
<p><u>8. Constitution</u></p> <p>Alan Booth joined the meeting after the constitution had previously been mentioned by BR. AB has been researching this matter and produced another alternative constitution. This would be considered and discussed at the next meeting.</p>	
<p><u>Next meeting:</u></p> <p>Wednesday 29 October at 7.30 (please note later time)</p>	

Chesham Allotments Group Committee Meeting Minutes

Date: Tuesday 30th September 2014, 19:30

Venue: Chesham Town Hall

Attendees: Allen Tilbury (Chair), Marshall Hall (Vice Chair), Yvonne Webster (Minutes Secretary), Jim Abbott (Cameron Road South Rep), Ray Williams (Treasurer), Beverly Mackay (Editor, The Grower), Kate Hutchinson

Apologies: Jim Bole (Ashridge Road), Ruth Juett (Councillor), Vince Crompton

Actions

- Marshall to print 100 discount cards for 2014/2015
- Andrew as social secretary to thank Claire, Ian, Bill Richards, and the Town Mayor as mentioned below
- Committee members to supply articles for The Grower. The deadline for copy is Saturday 17th October 2014. Marshall to review the draft edition.
- Andrew to send out a list of dates and names for the coffee morning rota. Marshall will send Andrew the rota template.
- Committee members to ask coffee morning attendees to volunteer to help. Please get a name and contact details.
- Marshall to forward the toilet cleaning rota to Kate to be updated for 2015
- Allen to follow-up on marking the parking bays at Cameron Road

Information

- Minutes of the 29th July were agreed. Proposed by Vincent Lucas, seconded by Ray Williams, the meeting agreed.
- Open Day raised £453 and was agreed to have been a success although with possibly less people attending than previous years. The produce, flowers and jam raised an excellent £218. The Mayor, Mo, provided excellent samosas and was supported by previous mayors and councillors. The post-event clear-up went well. Improved advertising and flyers could be an idea for next year as well as advertising of the children's event at local schools.
- Inspection of plots at Ashridge Road and Cameron Road on 3rd Sept resulted in 1 notice to quit, and some serious letters. Two allotment holders who have defaulted during the year may have moved house. Three people who received letters have agreed to vacate. Marshall will represent CAG at the next inspection on 15th October
- The roll-of-honour board has been updated thanks to a good deal negotiated by Allen. Large plot was won by Derek Chandler, second was Jim Abbott at Cameron Road. Brian Shrieve won best large plot at Ashridge Road with Ken Hughes second. Brenda Sabatine won best small plot with Mr I Patterson second. Best new tenant was Augusta Godden with J Benfield second.

- The AGM had a turnout of 28 people. Mo and Bill Richards gave very good presentations, Kate joined the committee, Claire and Ian left the committee, the remaining members were re-elected. Prizes were awarded.
- The Discount reward card will be issued free-of-charge for 2014/2015
- The application for a grant for voluntary groups was submitted to the Council in good time thanks to Ray and Marshall. Allen has ensured that the amounts quoted in the application are clear and accurate.
- The treasurer reported the year-end total bank and cash balances of £1,374.81 as of 30 June 2014. The majority of spend for the previous year was for the bunker for the generator. Income is increasing year-on-year. Annual statement was agreed - proposed by Jim, seconded by Kate. There is currently over £2000 in the bank.
- The price increase to £1 at coffee mornings has not affected attendance, if anything attendance has improved.
- Allen gave a vote of thanks to Clare Malan for her excellent support last year especially in getting the centenary badges made and sold.
- Ian Mceachen was also thanked for his very hard work as coffee morning coordinator.
- Allen asked for a letter of thanks to go to the Mayor for his support at the AGM
- Allen asked for a letter of thanks to go to Bill Richards for his support at the AGM
- The August edition of The Grower was reviewed and Beverly thanked for another great edition, especially the photos which had been sent to the Town Council
- The fish and chip quiz night is on Saturday 29th November, cost £7.50
- There will be a December edition of The Grower
- The Chesham Horticultural Late Summer Show on 6th September went well with allotment holders Vince, Dawn Spinks, Albert Braithwaite and Loraine Falkner among the prize cup winners.
- The meeting agreed to cut our losses and end the sale of the centenary badges with 156 sold.
- Kate kindly agreed to be the contact for the booking forms for the fish and chip evening, together with Allen
- There is an opportunity to use the Trinity Baptist Church Hall for the April quiz night, if the event is run.
- Coffee mornings start in 2014 with the CHS Potato Sale in mid February through to early March, dates to get confirmed. The meeting agreed to continue with the Ashridge Road coffee mornings. Regular Saturday coffee mornings to start on 4th April ending on 17th October. The August Ashridge Road coffee morning went very well, putting the tables together increased the feeling of community, £33.40 was raised.
- Toilet cleaning rota to be reprinted for 2015 as per 2014, but not aligned with the coffee morning rota.
- Marshall reported that the bunker is almost complete, with a couple of small jobs needed. The generator plug, which shorted out, has now been fixed.
- Chesham in Bloom was awarded Gold for the first time, and was awarded Best Large Town for Bucks, Beds, Oxon for the third year running. Vince and his team were congratulated for their wonderful efforts and great results.
- Vince asked if the parking area at Cameron Road can have marked bays for more efficient parking.
- David Page has kindly agreed to laminate the notices for the gates.
- Allen has been notified by the Town Council that the sleepers on Cameron Road between plots 20 and 33 need attention.
- Allen proposed the next CAG project to be for wooden fencing around the sleepers on the Focal Point as the anti-slip measures were ineffective. Allen proposed to contact K.C. & Co in Amersham to get quotes for the fencing. Allowance must be made for non-slip entrance/exit points - Bob Ayers has some suggestions for surfacing. The meeting

**Friends of Chesham Cemetery
Minutes of Meeting**

**On Tuesday 21st October 2014 at 7.30pm
Chesham Town Hall**

Present: **Roderick McCulloch – Chair**
 Mora Walker – Vice Chair
 Sharon McEwan – Secretary
 Phil Folly – Treasurer
 Ken Austin
 Kate Folly
 Michael Bannister

**Apologies: Jean Queripel, Judy Ottoway, Helen Spencer Spurling, Lyn Tarn,
Maria Pontin and Thames Valley Police**

**1. Approve the Minutes of the Meetings held on Tuesday 15th April and
Tuesday 18th August 2014**

Minutes held on 15th April and 18th August 2014 were approved and signed as
a true copy.

2. Matters Arising from Previous Minutes

- **Pea Shingle** – The committee were informed the pea shingle had been laid on
Annie Brooksbank's grave.

3. Treasurers Report

The treasurer informed the committee that we had opened a new account with
Nationwide in June this year with £50.00. In August £70.00 was added and in
September £60.00, also from the closed account from HSBC £551.84 totalling
£731.84. With petty cash of £62 the full total is £793.84

4. Cemetery Update

- The committee were informed that Chesham Town had invested in cluster fly
units to be installed in the chapel. These are designed to eliminate flies, and
each unit will last for two years and the total cost for these units were £117.50.
- There have been numerous reports about anti- social behaviour in the
cemetery, which included dog's faeces on graves, alcohol, rubbish and verbal
abuse. A local group on a social media network raised the questions of
security anti-social behaviour and locking of the cemetery to which the Town
Clerk Bill Richards dealt with and Katie Galvin at Chiltern District Council
was made aware of.

The Council, Thames Valley Police and Chiltern District Council are aware of
sporadic problems, particularly drinking. The cemetery is designed as an
alcohol restricted zones and the PCSO's do patrol regularly and confiscate
drink on occasions.

The committee were informed on occasions the non emergency number had been rung and the caller was told that by-laws fall under the town council and not Thames Valley Police. Councillor McCulloch will look into this matter and bring back the response to the next meeting. **R.M**

5. Hearse House Funding

Funding was being sought to use the Hearse House for an exhibition
The committee were updated on funding and the outcome is: we received £1,200 from Chiltern District Council and have applied for £3,500 from the Heritage Lottery Fund. We were informed that we will receive a reply within eight weeks of our application been seen.

We will be approximately £359.00 short because Chiltern District Council did not give the group the whole £1,500 for which they applied for and when the sub committee applied to HLF they assumed they would get the full £1,500. The HLF deducted the £1,500 from the total needed and then rounded down to the nearest £100.

6. Dusk Walks, World War One Commemorations and Chesham Heritage Weekend

- **Dusk Walks** – Sharon worked alongside Fi Bingham from Chesham Museum and Sally Scagell from High Wycombe to organise and arrange a Dusk walks a small fee was charged for these walks and the money was split between the Friends of Chesham Cemetery, The British Legion and Chesham Museum. Over a hundred people attended this event.
It was agreed that if the dusk walks were to continue the groups would need to be kept to a maximum of twenty people per a tour and if possible do three tours per summer giving everybody the opportunity to partake and ask questions.
 - World War One Commemorations took place at the Chapel on weekend 2nd and 3rd August and over 100 people attended this event. The committee gave their thanks to Rachel Rose who made and named 188 flags and displayed around the chapel for this event. Also thanks were given to Michael Bannister and Sharon McEwan for all the hard work in setting up this event.
- Ñ Heritage Weekend was well attended with over 100 people in attendance and more memorials were added to the growing list.

7. Fund Raising

The committee discussed fundraising ideas, due to opening the Hearse House as an exhibition centre as monies would be needed for upkeep.
Some ideas included quiz evenings, raffles, fish & chip dinners, beetle drive, talks and community events such as School of Chesham Carnival.

Sharon to contact the committee of Chesham School of Carnival regards to costing of a stall under a non profit organisation.

AGENDA ITEM NO 5 : - CHESHAM MOOR GYM AND SWIM CENTRE

Reporting Officers: Stephen Pearson (01494 583825) and Danny Essex (01494 776975).

Summary

1. To consider the financial report up to the 30th September 2014.

Background Information

2. At the meeting of the Policy and Resources Committee held on the 17th December 2007, it was resolved that: *'the Officers, in consultation with the Friends of Chesham Moor Swim & Gym, produce a five year business plan and that there be regular monitoring reports to each Recreation and the Arts Committee Meetings.'* (Minute No.38).
3. At the meeting of the Recreation and Arts Committee held on the 30th November 2013, it was resolved that: *'the purchase or leasing of new gym equipment be agreed in principle subject to a financial report at the next Recreation and Arts Committee.'* (Minute No.22 (2)).

Financial Implications

4. As outlined within the report.

Equality Act Implications

5. Non applicable.

Strategic Objectives

6. Accords with the Council's strategic aim 1b – *'The Moor Gym & Swim, with its outdoor pool, ball courts and gym, is a unique facility which provides family friendly leisure and fitness opportunities in a rural setting. It will be maintained and enhanced wherever possible in an environmentally friendly way.'*

Detailed Consideration

7. The monthly gym takings (**excluding** VAT) are detailed in the table below:

	2010/11 £	2011/12 £	2012/13 £	2013/14 £	2014/15 £
April	6,111*	5,808**	5,238**	6,913**	9,540**
May	7,058*	6,327**	6,126**	6,451**	9,964**
June	6,453*	6,796**	4,802**	7,178**	11,300**
July	7,569*	5,679**	5,474**	8,476**	12,148**
August	6,653*	4,962**	4,554**	7,166**	8,620**
September	5,960*	6,027**	4,406**	7,094**	9,462**
October	6,987*	6,552**	4,297**	7,012**	
November	6,675*	4,971**	5,452**	6,646**	
December	6,137*	4,974**	4,245**	7,477**	
January	7,153**	6,504**	6,922**	9,888**	
February	5,625**	5,925**	5,204**	7,469**	
March	6,823**	6,140**	6,685**	8,272**	
TOTAL	<u>79,204</u>	<u>70,665</u>	<u>63,405</u>	<u>90,042</u>	<u>61,034</u>

The above figures exclude VAT but the varying rates have an impact on the net income received:-

VAT @15%

VAT @ 17.5%*

VAT @ 20%**

8. The above figures show an increase of over 41% when comparing the **six** months of the 2014/15 financial year against the same months of 2013/14. This is excellent news following on from last year's increase after the decline that had been occurring in 2011 and 2012. It should be noted that part of the increase is due to swimming and use of the tennis courts being included in certain gym memberships and this could be part of the reason for the decline in swimming season ticket sales from £17,780 to £15,193 but the overall position is a good positive income increase.

2014 Swimming

9. It was an average summer regarding the weather with income from general swimming admissions slightly down from £52,911 to £51,917 for the same period last year i.e. April to September.
10. The winter swimming season started at the beginning of November and early indications are that attendances are up on last season but season tickets are slightly down; again probably due to winter swimming being included within the gym membership. Following on from last year's success the pool will again be open on Christmas Day for four hours.
11. The overall net subsidy for the Moor Swim & Gym at the end of **September** showed £1,505 compared to £13,825 at the same time last year, due mainly to improved gym income. This year's improvement is also after taking into account £8,603 for the financing of the new gym equipment.

Recommendation

That the financial position is noted.

AGENDA ITEM NO : 6 – ANNUAL SUBSCRIPTIONS

Reporting Officer: Steve Pearson (01494 583825)

Summary

1. To consider the annual subscriptions paid by the Council.

Background Information

2. To carry out the annual review of subscriptions.

Financial Implications

3. Included within the report.

Strategic Objectives

4. Accords with the Council's strategic aims 1 '*To enable residents to enjoy high-quality social, recreational, and cultural facilities within the town and to seek the continuing improvement and development of these facilities in accordance with the desires expressed by the residents.*'; 2 '*To encourage and promote the economic and commercial vitality of the town*' and 3. '*To preserve the unique identity of Chesham and promote its heritage.*'

Equality Act Implications

5. Non applicable.

Detailed Consideration

6. To consider the continuation of payment of the following subscriptions and make provision for them within the 2015/16 budgets:

NAME OF ORGANISATION

ANNUAL SUBSCRIPTION **(Subject to any annual increase during the year)**

	£	p
Bucks Playing Fields Association	20.00	*†
Chesham Chamber of Trade & Commerce	100.00	†
Institute of Cemetery & Crematorium Management	90.00	
Council for the Protection of Rural England	29.00	*†
National Association of British Market Authorities	318.00	(plus VAT)

Society of Local Council Clerks	360.00
South East Employers	311.00 (plus VAT)
The Chesham Society	15.00†
The Chiltern Society	25.00*†
The Open Spaces Society	45.00†
The Woodland Trust	21.00*†
The Ancient-Honourable Guild of Town Criers	50.00†

† **Paid using the Power of General Competence.**

* This amount is the minimum subscription payable to the organisation concerned. The Council may increase the subscription, by resolution.

Recommendation

That the payment of the annual membership subscriptions as listed be continued in 2015/16

AGENDA ITEM NO : 8 – PROPOSED FEES AND CHARGES 2015/16

Reporting Officer: Steve Pearson (01494 583825)

Summary

1. To consider the fees and charges for 2015/2016.

Background Information

2. The Council is required to review its fees and charges on a regular basis and full details are given below for Members' information.

Financial Implications

3. As detailed within the report.

Strategic Objectives

4. Accords with the Council's strategic aim 1: '*To enable residents to enjoy high-quality social, recreational, and cultural facilities within the town and to seek the continuing improvement and development of these facilities in accordance with the desires expressed by the residents*'.

Equality Act Implications

5. Non applicable.

Detailed Consideration

6. At the time of doing this report the Consumer Price Index for September is showing an annual increase of 1.2% and the Retail Price Index 2.3%.
7. The Elgiva Board of Management and Friends of Chesham Moor Gym and Swim have both been consulted on their respective fees and charges. The Elgiva Board of Management have supported the proposals but the Friends of Chesham Moor Gym & Swim have not made any formal comment following their October meeting but no increase has been proposed. The Allotments Group Chairman has been informed on a proposed inflationary increase. It is not proposed to consult with any other groups associated with the Council.

Concessions

8. The Policy and Resources Committee agreed at its meeting held on the 29th March 2009 (*Minute No. 79*) that discounts should be offered to those categories usually deemed eligible

Report of the Officers to a meeting of the **Recreation and Arts Committee** on
Monday 17th November 2014

but not means tested; namely young people under sixteen years, full-time students and those claiming disability allowance, plus those on income support, claiming job seekers' allowance and persons over sixty. A 30% reduction rate was agreed. Carers Allowance was added to the eligible list (*Recreation & Arts Committee 21.11.11 Minute 52*).

9. It was agreed that the Elgiva Manager continues to be granted discretion on concessionary prices in consultation with promoters and hirers, but the eligibility criteria be amended to those above. It was agreed that a 30% reduction be applied to all eligible allotment holders and users of the swimming pool and tennis court, but no concession be offered at the gym save for the discounts already detailed within the report.

Allotments

10. Following the 2000 Best Value Service Review, the rent due date was changed from 1st April to 1st October to allow new tenants time to clear plots which may be overgrown and prepare the ground before the growing season.
11. The allotments underwent a further Best Value Service Review in 2008. Due to the change in the concessions policy, persons previously receiving a 50% discount saw their overall rent rise by 48% on 1st October 2009 but this only affected less than 20% of tenants. There are currently 39 (54 this time last year) as persons on the allotments waiting list.
12. The current and proposed scales of charges (all exempt from VAT) are detailed below - note one pole is equivalent to 25.3 m²:

Location	Rent Per Pole 1.10.09 £	Rent Per Pole 1.10.10 £	Rent Per Pole 1.10.11 £	Rent Per Pole 1.10.12 £	Rent Per Pole 1.10.13 £	Rent Per Pole 1.10.14 £	Rent Per Pole 1.10.15 £	Cost of Average 5 Pole Plot 1.10.15 £
Amersham Road	3.25	3.30	3.45	3.55	3.65	3.75	3.85	19.25
Asheridge Road	3.25	3.30	3.45	3.55	3.65	3.75	3.85	19.25
Cameron Road (two sites)	2.75	2.80	2.95	3.05	3.15	3.25	3.35	16.75

Amersham Town Council's current charge for a 5 pole plot is £20.00.

Recommendation

That all rents be increased by 10 pence (around 2.7% - 3%) per pole from 1st October 2015.

Cemetery

13. Details of the current and proposed scale of charges allowing for around a 2.3% increase are shown on the **attached** as Appendix 1:

Recommendation

That the proposed scale of charges be approved from 1st April 2015.

Housing

14. The Council owns two cemetery lodges which are on lease to the Paradigm Housing Group Ltd. (Chiltern Hundreds Housing Association). Rents are reviewed annually by the association in line with their own dwellings. Rents are exempt from VAT and the current weekly rents are shown below excluding water rates and Council Tax:

Cemetery Lodge	-	174A Berkhamstead Road	-	£125.01
Cemetery Lodge	-	185 Bellingdon Road	-	£117.23

Following major internal repairs by the housing association in 2006 the Council extended the lease to September 2011 and the Policy & Resources Committee decided at its meeting held on the 31st October 2011 to continue with this arrangement until such time as one or more of the properties become vacant when the arrangement will be considered anew.

Office Services – Annual Review Date 1.4.2015

15. There is little or no use of these facilities and therefore no change to the charge is recommended.

	<u>Current</u> Inc. VAT	<u>Proposed</u> Inc. VAT
	£	£
Photocopying -	0.10	0.10
Facsimile transmission services:		
Receiving – per page	0.75	0.75
Sending		
- Handling Charge	1.00	1.00
- United Kingdom (per page)	1.00	1.00
- Western Europe (per page)	2.00	2.00
- North America (per page)	3.00	3.00
- Rest of the World (per page)	5.00	5.00

Recommendation

That no increase be applied as there is little or no use of the above facilities and that the charges cover any cost.

The Elgiva

16. After consulting with the Elgiva Manager and the Elgiva Board of Management, the proposal is to increase the hire charges by around 2.3% from the 1st April 2015 (increased by 2.7% 1st April 2014) but leave the additional service charges unchanged for a third year. The Elite Membership scheme only started in July 2012 and no increase is proposed at this time in order to attract more members.
17. The proposed figures are shown on the **attached** Appendix 2 are for a basic hire fee, they do not include any extras. A basic hire includes the venue, one Technical Assistant (for a maximum of eight hours each day) and one Duty Manager.
18. The Manager feels that he must be allowed some flexibility within certain hire charge rates and have the authorisation to make suitable charges, if and when only part of the theatre is required by a hirer and to use his discretion so as not to lose possible hires because of a totally rigid scale of fees and charges.

Elgiva Catering

19. The current fixed three year agreement is due to end on the 16th June 2017 and is on an annual rent fixed rent of £9,070 plus VAT.

The current concessionaire has been the trading at the Elgiva for around five and a half years. There is a break clause in the agreement which says '*the agreement may be cancelled at any time by either party subject to the giving of six months' advance notice*'.

Recommendation

1. **That the proposed scale of charges be agreed for new hirings from the 1st April 2015 but not to confirmed bookings already received and booked at the current hire rates.**
2. **That the Manager continues to be allowed flexibility and discretion in determining any charge where he believes it to be in the interest of the Theatre.**
3. **That the current caterer's agreement be noted.**

Town Hall

20. The current scale of charges is shown on Appendix 3 **attached**, including VAT. The Town Hall Manager recommends no increase for next year as regular hirers seem to be finding it difficult with the loss of another one within the last couple of weeks. It would seem more prudent to assist current hirers by applying no increase and look to increase bookings to improve income. We currently offer 25% discount on all new regular bookings, apart from those bookings that were already in place before the discount was reduced who receive a 50% discount.

Recommendation

1. **That no increase be applied to the scale of charges from 1st April 2015**
2. **That the Town Clerk continues to be delegated the determination of any ad hoc charges.**

Sports Pitches

21. Currently all the football pitches at Marston and Codmore are let on a ‘pay and play’ basis.
22. Codmore Field pavilion is normally cleaned by a contract cleaner.
23. There have been no cricket matches (teams prefer grass to artificial wickets), or pavilion bookings for meetings or parties for some time.
24. The current charges for the use of the Council’s sports facilities at Marston and Codmore playing fields are set out hereunder. These charges are usually increased from the 1st August each year to coincide with the new football season. The Council have agreed that the Play Area Working Party, in liaison with Dr Mark Pegg, be delegated to look at the current alleged poor state of the Council’s sports pitches and how these can be improved. It would seem prudent therefore that any recommendations on increases on pitch hire costs be delayed until this review has been further progressed.

DESCRIPTION	CURRENT CHARGE INC. VAT	PROPOSED CHARGE 01.8.15 INC. VAT
SOCCER	£ p	£ p
(a) for each game of football including line marking :		
(i) Codmore (excluding cleaning)	58.00	TBC
(ii) Codmore (including cleaning)	70.00	
(b) charge per season (hire of pitch; line marking; use of pavilion; changing rooms; and cleaning costs)	1,630.00*	TBC
(c) Marston Junior Football Pitch – No Pavilion	50.00	TBC
CRICKET (Codmore Playing Field)		
(a) mid-week afternoon/evening matches	37.00	TBC
(b) weekend and bank holiday club fixtures	55.00	TBC

Hire of Pavilion only	Negotiable Normally £6.00* per hour (min. charge £18.00)	Negotiable Normally £6.15* per hour (min. charge £18.45)
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*VAT EXEMPT

Fairs and Circuses

25. The Council rents the Moor and Nashleigh Hill Recreation Ground for travelling fairs and circuses. The Policy and Resources Committee (*15th December 2008 Minute No. 43*) agreed to a charge of between £100*- £135* per operating day (actual charge to be determined by the Clerk) and £50 per non-operating day plus any veterinary inspection fees. This year there have been two fairs but no circus which resulted in income of £1,100 (£550 per fair).
26. In view of the continuing economic situation it is proposed that no increase be applied to the current scale of charges and that the Town Clerk be allowed to negotiate within the range as stated above.

Film Fees

27. The Clerk is empowered to negotiate charges for the use of Lowndes Park and other Council facilities by film companies.

Shelter – Chesham Moor

28. This is let on a free use basis to the local Environmental Group and no change is proposed.

Hire of Open Spaces

29. The Committee decided at its meeting on 19th February 2001, *Minute Nos. 50 & 52*, to introduce charges for these events and invite organisations to make an application for donations towards this cost. The Council has to pay an annual licence fee of £70 per site.
30. The Committee set a charge of £100 from 1st April 2002 and The Parks and Premises Service Review in 2011 recommended that this charge should possibly be uplifted to reflect officer time committed to preparation of these events and this Committee raised it to £200 from 1st April 2012. Following a further review at this time last year it was decided to reduce this fee back down to £100 as the doubling of fees had caused certain ill-feeling with groups raising monies predominantly for charities and that a fee of £100 covered Council staff costs. This fee is charged for the Donkey Derby, Schools of Chesham Carnival and any other similar ad hoc events. Your officers feel that local groups should be supported and encouraged to put on these types of events and the charge of £100 should remain unchanged.
31. **Lowndes Park Ice Cream Concession**

A new three year ice cream concession was agreed last year at a fixed payment of £2,850 and is not due to be reviewed again until November 2015

32. **Lowndes Park Catering Concession**

For the last three years the Council has tried to encourage a caterer to provide teas, coffees, etc. in the park to complement the Sunday afternoon bands in park. Last year the Council agreed a fee of 10% of any gross sales and this produced an income to the Council of £74. The caterer has indicated that she is willing to provide a similar service next summer on the same terms.

Wayleaves

33. A charge of £5 per annum for pedestrian access only and £50 per annum for vehicular/pedestrian access was agreed at the Recreation & Arts Committee in November 2011 and no increase is proposed as your officers are still progressing agreement with the small number of properties concerned.

Chesham District Model Boat Club

34. The *Sport & Leisure Committee, 19.2.01, Minute No. 51*, allowed the Chesham & District Model Boat Club, its members, guests or visitors, use of Skottowes Pond for sailing model boats. A small annual licence fee of £60 from 1st April 2001, rising to £100 from 1st April 2002, was agreed to be reviewed thereafter every three years. The current three year agreement provides for a licence fee of £143 per annum and expires on 31st March 2017.

Moor Hardstanding

35. Your officers agreed that a local company could park up to four commercial vehicles on the Moor Hardstanding for a year ending 31st January 2015 for a payment of £204. It is proposed that any renewal of this agreement be delegated to the Town Clerk.

Recommendation

- (i) **That the proposed Sports Pitches charges effective from the 1st August 2015 be deferred until the sports pitches review has been progressed.**
- (ii) **That the range of fees for fun fairs and circuses remain unchanged for 2015/2016 and that the Town Clerk be allowed to negotiate the charge within the range set.**
- (iii) **That the Clerk continues to be empowered to negotiate charges for the use of Lowndes Park and other Council facilities by film companies.**
- (iv) **That the Shelter continues to be let at no charge to the Environmental Group.**
- (v) **That the fee of £100 for each use of the Council's Open Spaces be continued.**
- (vi) **That the summer caterer be re-engaged for Lowndes Park in 2015 and on**

the same terms as 2014 i.e. a fee of 10% of gross sales.

- (vi) That a wayleave charge of £5 per annum for pedestrian access only and £50 per annum for vehicular/pedestrian access remains unchanged for 2015/16.**
- (vii) That the Clerk be empowered to negotiate charges for use of the Moor Hardstanding for car parking.**

Chesham Moor Gym and Swim Centre

36. A radical overhaul was undertaken of all the fees and charges in 2013 by the Friends of the Moor Gym & Swim and the Manager is proposing no change to the current gym or summer swimming prices but to increase the pool hire charges by 10%. The 'Friends' comments are waited. The current and proposed charges are shown on the **attached** Appendices 4 and 5.

Therapy Room

37. The Chiltern Natural Therapies Ltd. rent one of the rooms (168 sq.ft.) at the swimming pool for provision of their services. The current agreement is open ended with a nine month break clause. The current rent is £260 (VAT exempt) per month and it is proposed to increase by 2.3% to £266 per month with effect from the 1st April 2015.

Chiltern Harriers Running Club

38. The running club currently meets on a Tuesday evening and has use of changing rooms and showers. A charge of £560 (plus VAT) per annum is currently paid for the facilities plus a further £65.00 (VAT exempt) for equipment storage. It is proposed to increase the charges by 2.3% from the 1st January 2015 to £573 (plus VAT) and £66.00 (VAT exempt) respectively

Moor Football Pitches and Pavilion

39. The Moor is let to the Chesham Athletic Club on similar terms it previously enjoyed with the Chess Valley Sports & Leisure Association Limited. The current rent for the 2014/15 season is £2,069 (VAT exempt) and it is recommended that any increase is deferred until the sports pitch review is progressed (see para. 24)
40. The Club are responsible for all pitch marking & general maintenance and all costs relating to the Pavilion. A major joint refurbishment to the exterior was carried out three years ago costing £5,100 with the club making a contribution of £2,250. The Club have indicated they may not require the facilities after the 2015/16 season if the new facilities at their college site are ready.

Recommendation

That, subject to the Friends of the Chesham Moor Gym & Swim comments and observations, the following charges be agreed:

- 1. That the gym and the summer swimming prices remain unchanged.**

- 2. That the pool hire charges be increased by around 10% as detailed within the report**
- 3. That the Chiltern Natural Therapies Ltd rent be increased to £266 per month from the 1st April 2015**
- 4. That the Chiltern Harriers Running Club hire charges be increased to £573 (plus VAT) and £66.00 from the 1st January 2015 for use of the facilities and storage area, respectively**
- 5. That the Moor Football Pitch charges effective from the 1st August 2015 be deferred until the sports pitches review has been progressed.**

Cemetery Charges

APPENDIX 1

	<u>CURRENT</u>	<u>PROPOSED</u>
	<u>CHARGE</u>	<u>CHARGE</u>
	£ p	£ p
<u>Interments</u>		
Scattering of Ashes	23.00	23.50
Cremated Remains	108.00	110.50
The following excludes grave digging but includes levelling and returning to grass:		
Stillborn – up to 7 years	129.50	132.50
Over 7 years	226.00	231.00
<u>Deed of Exclusive Right of Burial</u>		
Single plot (9ft x 4ft) (2.8m x 1.2m)	228.00	233.00
Single plot (3ft x 2ft) (1m x 0.6m) Stillborn Child	84.00	86.00
Cremated remains (2ft x 2ft) (0.6m x 0.6m)	84.00	86.00
Plot which contains remains which the purchaser wishes to secure in that grave: Single plot (9ft x 4ft) (2.8m x 1.2m)	228.00	233.00
Single plot (3ft x 2ft) (1m x 0.6m)	84.00	86.00
Vaults or Walled Graves (9ft x 4ft)* (2.8m x 1.2m)	228.00	233.00
Vaults or Walled Graves (9ft x 8ft) * (2.8m x 2.5m)	456.00	466.50
Transfer of exclusive right	26.00	26.50

*Very rarely issued. Any burial is charged the interment fee, plus additional costs of bricking, etc.

Garden of Remembrance/Avenue of Remembrance

Deed of Exclusive Right of Burial (2ft x 2ft) (0.6m x 0.6m)	84.00	86.00
Interment	108.00	110.50
Memorial Right	161.75	165.50
Each Inscription after the first	44.00	45.00

Headstones, Tablets and Inscriptions on Monuments

Headstone not exceeding 3ft 6in (1.1m) in height above the ground (1ft (0.3m) below in concrete shoe)	161.75	165.50
Recumbent tablet not exceeding 21in x 21 in (0.5m x 0.5m)	161.75	165.50
Each additional inscription	44.00	45.00
Kerbstones at the discretion of the Town Council	161.75	165.50
Memorial Permit-5 year renewal	5.50	5.75

Other Charges

Hire of Chapel	70.50	72.00
Burial Records search fees per half hour or part thereof	12.00#	12.25#

(Reserve the right to charge)

Notes : (i) The fees set out above apply to persons permanently residing in the town of Chesham or who were permanently residing in the town at the time the relevant Deed of Grant was purchased or where a Chesham resident has passed away in a nursing home or hospice outside the town, having moved away in the previous twenty-four months.

(ii) In all other cases double rates will be charged (except on searches).

(iii) Interments booked with less than three days notice or for an interment to take place on a non-working day, will incur additional charges.

All charges are exempt from VAT except those marked # which are standard rated which is included in the charge.

APPENDIX 2

**ELGIVA
CHESHAM BASED AMATEUR DRAMATIC COMPANIES**

HIRE PERIOD	CURRENT CHARGE	PROPOSED CHARGE 1st April 2015
FULL WEEK (SUNDAY TO SATURDAY)	£2,860 inc VAT	£2,925 inc VAT
9am – 11pm MON or TUES	£400 inc VAT	£410 inc VAT
9am – 11pm WEDS or THURS	£430 inc VAT	£440 inc VAT
9am – 11pm FRI or SAT	£490 inc VAT	£500 inc VAT
9am – 11pm SUN or BANK HOLIDAYS	£510 inc VAT	£520 inc VAT
6pm – 11pm MON or TUES	£385 inc VAT	£395 inc VAT
6pm – 11pm WEDS or THURS	£400 inc VAT	£410 inc VAT
6pm – 11pm FRI or SAT	£415 inc VAT	£425 inc VAT
6pm – 11pm SUN or BANK HOLIDAYS	£450 inc VAT	£460 inc VAT

RATES FOR CHESHAM-BASED ORGANISATIONS

HIRE PERIOD	CURRENT CHARGE	PROPOSED CHARGE 1st April 2015
FULL WEEK (SUNDAY TO SATURDAY)	£3,615 inc VAT	£3,700 inc VAT
9am – 11pm MON or TUES	£470 inc VAT	£480 inc VAT
9am – 11pm WEDS or THURS	£515 inc VAT	£525 inc VAT
9am – 11pm FRI or SAT	£655 inc VAT	£670 inc VAT
9am – 11pm SUN or BANK HOLIDAY	£745 inc VAT	£760 inc VAT
6pm – 11pm MON or TUES	£450 inc VAT	£460 inc VAT
6pm – 11pm WEDS or THURS	£495 inc VAT	£505 inc VAT
6pm – 11pm FRI or SAT	£610 inc VAT	£625 inc VAT
6pm – 11pm SUN or BANK HOLIDAY	£695 inc VAT	£710 inc VAT

**RATES FOR DINNER/DANCES, PRESENTATIONS, CONFERENCES,
CONCERTS AND NON-CHESHAM BASED PROFESSIONAL AND
AMATEUR COMPANIES**

HIRE PERIOD	CURRENT CHARGES	PROPOSED CHARGES 1st April 2015
FULL WEEK (SUNDAY TO SATURDAY)	£5,750 inc VAT See Note (i)	£5,880 inc VAT See Note (i)
9am – 11pm MON or TUES	£665 inc VAT	£680 inc VAT
9am – 11pm WEDS or THURS	£755 inc VAT	£770 inc VAT
9am – 11pm FRI or SAT	£955 inc VAT	£975 inc VAT

9am – 11pm SUN or BANK HOLIDAY	£1,045 inc VAT	£1,070 inc VAT
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Note: (i) Amateur companies outside Chesham receive a 10% discount on the full week charge.

RATES FOR ADDITIONAL SERVICES

SERVICE	CURRENT CHARGE	PROPOSED CHARGE
Additional staff per hour	£17.25 + VAT	£17.25 + VAT
Hire of Technician after midnight	£34.50 + VAT	£34.50 + VAT
Hire of Duty Manager after midnight	£34.50 + VAT	£34.50 + VAT
Piano Hire – Yamaha C7 (not tuned)	£35.75 + VAT	£35.75 + VAT
Stage electricity used	£74.00 + VAT	£74.00 + VAT
Ticket Administration per performance	£31.50 +VAT	£31.50 +VAT
Ticket Commission	6% of Gross + VAT	6% of Gross + VAT
Radio microphone hire per unit / per day	£8.00 + VAT	£8.00 + VAT
Smoke machine per unit / per day	£14.75 +VAT	£14.75 +VAT
Smoke Fluid-per litre	£4.20 + VAT	£4.20 + VAT
Follow spots per unit / per day	£8.00 + VAT	£8.00 + VAT
Data / Video projector per day	£72.00 +VAT	£72.00 +VAT
Hazer	£18.00 +VAT	£18.00 +VAT
Haze Fluid –per litre	£8.50 + VAT	£8.50 + VAT
6 Miniscans –per week	£252.50 + VAT	£252.50 + VAT
6 Robe Scans- per week	£378.75 + VAT	£378.75 + VAT
6 Robe Scans – per day	£73.50 + VAT	£73.50 + VAT
8 Chroma Q Colour Scrollers-per week	£158.00 + VAT	£158.00 + VAT
8 Chroma Q Colour Scrollers -per day	£26.30 + VAT	£26.30 + VAT
Power Supply for Scrollers –per week	£21.00 + VAT	£21.00 + VAT
Drum Microphone Set	£26.30 + VAT	£26.30 + VAT
Gauze-per day	£10.50 + VAT	£10.50 + VAT
Scenic Cloths –per day	£15.75 + VAT	£15.75 + VAT
Mirrorball & Motors-per day	£6.30 + VAT	£6.30 + VAT
Flame Retardant Spray-per litre	£16.85 + VAT	£16.85 + VAT
Display of publicity material	£64.70 + VAT	£64.70 + VAT
Gaffer Tape –per roll	£10.50 + VAT	£10.50 + VAT
LX Tape –per roll	£1.60 + VAT	£1.60 + VAT
Advertisement in What’s On (excluding amateur groups)	£40.00 + VAT	£40.00 + VAT
E-mail	£20.00 +VAT	£20.00 +VAT

Elite Supports Club Annual Membership-see note ii below:		
- Single	£20.00 INC VAT	£20.00 INC VAT
-Family & couples over 60 years of age	£35.00 INC VAT	£35.00 INC VAT

Note: (ii)

Elite Membership benefits include:

1. No administration fee on card transactions at the Box Office. (Not online)
2. Free Pantomime Souvenir programme and poster.
3. 50 pence off film prices.
4. Priority What's On delivery.
5. Free use of cloakroom.
6. Exclusive bi-monthly newsletter.
7. 5% discounts at selective local restaurants and 10% discount on food only at Café Encore.
8. Special events to be announced. E.g. Guided backstage tours.

Apart from the 'fixed' benefits above, there are currently more offers/discounts available, such as 2 free swims at Chesham's fabulous open air pool (during the pool opening season) and 5% off stock at Blue Haze (not on already discounted items).

APPENDIX 3

Town Hall Charges

	<u>Current</u> <u>inc. VAT</u>	<u>Proposed Charge 1.4.15</u> <u>inc. VAT</u>
	£ p	£ p
Community Hall	34.40	34.40
Lowndes Room	17.20	17.20
Council Chamber	51.60	51.60
Small Meeting Room	8.60	8.60
Wedding Ceremony	103.50	103.50
Maximum daily charge		
per room	£206.40	£206.40
Teas, coffees and biscuits		
(per head)	1.00	1.00

New hirers making regular weekly or monthly bookings receive a 25% discount. The Performance Review Committee recommended that this be reviewed and this is now considered at each fees and charges review. This discount was reduced in January 2011 from 50% to 25% for any new hirer and your officers feel that no further change is required at this time.

Charges are per hour or pro rata thereof and include the use of the kitchen, crockery, cutlery, overhead projector, screen and flipchart.

	<u>Current Charge</u> <u>including VAT</u>	<u>Proposed Charge 1.4.15</u> <u>including VAT</u>
	£ p	£ p
Microphones		
Full layout (board room style)	29.25	29.25
Top table only	18.00	18.00
Data projector	29.25	29.25
Laptop	18.00	18.00
Internet connection	11.80	11.80

The Chairman of the Policy & Resources Committee, in conjunction with the Town Clerk, is authorised to determine complimentary use of the Council's facilities and any new determination to be reported back to the following Policy & Resources Committee (*Policy & Resources Committee 15.11.04 Min. 41 (3)*).

The Town Clerk is delegated to determine any ad-hoc charges not covered by the above such as occasional requests for washing up, etc.



Chesham Town Council



01494 776975

www.cheshamoorfitness.org.uk

ctcpool@chesham.gov.uk

APPENDIX 4

Open Air Pool Hire Charges 1st April 2015

Private and Commercial Use Pool Only

Time	Number of Swimmers			
	Up to 30	Up to 45	Up to 60	Up to 75
	£ 10%	£ 10%	£ 10%	£ 10%
1 hour	94 /103	112/123	132/145	152/167
1 ½ hours	116/127	138/151	157/172	177/194
2 hours	148/162	163/179	184/202	202/222
2 ½ hours	166/182	186/204	207/227	228/250
3 hours	190/209	209/229	230/253	250/275

Schools, Sports Clubs and Youth Organisations Pool Only

Time	Number of Swimmers			
	Up to 30	Up to 45	Up to 60	Up to 75
	£ /10%	£ 10%	£ 10%	£ 10%
1 hour	77/85	96/106	110/121	129/142
1 ½ hours	98/107	114/125	131/144	147/162
2 hours	116/127	134/147	151/166	167/184
2 ½ hours	137/151	153/168	173/190	187/206
3 hours	157/173	175/193	192/211	209/230

Pool Inflatable

Time	Number of Swimmers		
	Up to 30	Up to 45	Up to 60
	£ 10%	£ 10%	£ 10%
1 hour	160/176	176/193	192/211
1 ½ hours	220/242	235/258	252/277
2 hours	265/291	282/310	297/326

Room Hire

The pool view room is available for hire at £30.00 per hour if required outside pool hire time.

Barbecue Charge

A charcoal BBQ is available for hire at £10.00(Charcoal not provided)

All charges are inclusive of 20% VAT

A VAT invoice/ receipt can be issued upon request VAT NO. 209102702

“Cheques to be made payable to “Chesham Town Council”

Chesham Moor Gym and Swim Centre-Fees and Charges

Gym*Swimming and Tennis is also included within the price of Monthly and Annual memberships.

Gym	Current
Daily -Junior	£3.00
Daily - Adult	£5.00
10 session gym card	£40.00
Monthly Junior S/O & Cash	£15.00*
60+ single	£25.00*
60+ couple	
Monthly S/O - Adult	
Monthly Off Peak Cash - Adult	
Monthly Peak Cash - Adult	
Annual Junior - Adult	£150.00*
Annual - Adult	£240.00*
Induction	£10.00
Corporate Membership	Discretion of Manager

Swimming

Season Tickets: April/October	Current
Family Swim**	£384
Adult	£175
Senior	£120
Junior	£65
Junior Concession	£45
12 swim card	£20
12 swim card	£52

** Other family members' combinations attract a 20% discount on individual prices.

General Swimming	Current
Junior	£2.80
Adult	£5.20
Senior	£3.70
Spectator	£1.00
Under 5's	Free
Family (2 adults+2 children)	£14.00
Family (1adult + 3 children)	£11.00
Gym Adult Member	£3.90
Corporate Group swimming	Discretion of Manager
Additional Lifeguard	£8.00 p/h
Replacement lost Season Ticket	£2.00

<u>Tennis and Multi-Court</u>	Current-Hourly Charge
Tennis Concession/Junior/Adult	£5.00***
Multi court	£10.00
Corporate Sports Member	Manager's Discretion
Floodlights	£4.00

*** 10 sessions for £40

General Pool Hire Surety Deposit -£50

Room Hire

The pool view room is available for hire at £30.00 per hour if required outside pool hire time.

Barbecue Charge

A charcoal BBQ is available for hire at £10.00 (charcoal not provided).

Downstairs Room Hire

£12.00 per hour

Hire for Aqua Classes

Currently £62.50 be increased to £65.00 (subject to agreement with hirer).



Bill Richards
Town Clerk

Report of the Officers to a meeting of the
RECREATION AND THE ARTS COMMITTEE
on Monday 17th November 2014.

**AGENDA ITEM NO : 8b - GREEN FLAG AWARD ENTRY
FOR 2015 (LATE REPORT)**

Reporting Officer: Kathryn Graves (01494 583798).

Summary

1. To decide whether Lowndes Park should be entered for the Green Flag award for 2015.

Background Information

2. The Council has applied for the Green Flag Award for Lowndes Park every year since 2007. The park failed to achieve the award in 2007 and 2009, but obtained the award in 2008 and 2010-14. The deadline for entries is the 31st January 2015.

Financial Implications

3. The Green Flag application for 2015 costs £312.

Strategic Objectives

4. Relates to Objectives 1, *“To enable residents to enjoy high quality social, recreational, and cultural facilities within the town and to seek the continuing improvement and development of these facilities in accordance with the desires expressed by the residents”* and 3, *“To preserve the unique identity of Chesham and promote its heritage and its environment”* and the Council’s Environmental Policy.

Equality Act Implications

5. The Green Flag judging scheme takes into account how accessible green spaces are.

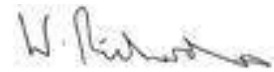
Detailed Consideration

6. As has been detailed in previous reports, there have been serious problems with the Green Flag application process and administration in recent years. The process is still proving problematic. Keep Britain Tidy failed to deliver the 2014 Green Flag to Chesham on time, meaning that publicity opportunities for the park and town were missed at the time that the results were announced nationally. Your officers have not yet received any feedback or scores from the 2014 round of judging, despite being told this would arrive in August-September. The late delivery of feedback, as also occurred in 2013, makes it challenging for officers to incorporate the judges’ comments into the Parks and Premises team’s workload and into the annual revision of the Lowndes Park Management Plan.

7. Your officers understand the view that the Green Flag is an independent means of monitoring the standard of Lowndes Park, but would like to emphasise their frustrations with the poor way in which the scheme continues to be administered and their opinion that it offers little value for money.
8. The Council has only just received the invitation to enter again for 2015. With a closing deadline of the 31st January and the amount of work required to update and amend the Management Plan to be compliant, your Clerk believed it prudent to get a decision on entry as soon as practicable in order to give officers as much time as possible to prepare a bid if the Committee wishes to re-enter again.

Recommendation

That a decision is taken as to whether to enter Lowndes Park into the Green Flag Award scheme for 2015.



Bill Richards
Town Clerk