

HOUGHTON REGIS TOWN COUNCIL
Environment & Leisure Committee
16th November 2020 at 7.00pm

Present: Councillors: T McMahon Chairman
D Abbott
Y Farrell
S Goodchild
R Morgan
A Slough

Officers: Clare Evans Town Clerk
Tony Luff Head of Grounds Operations
Louise Senior Head of Democratic Services

Public: 1

Also present: Councillors: J Carroll
D Jones

Absent: D Dixon-Wilkinson

11405 APOLOGIES

None.

11406 QUESTIONS FROM THE PUBLIC

A member of the public raised concerns regarding the proposed price increase of sports facilities fees. It was suggested that Houghton Regis Town Council were charging more than other local areas and that an annual fee was unfair for those teams who played fewer games.

It was also queried whether Houghton Regis Town Council was considering providing a club house as part of the Tithe Farm All Weather project as there was not many options for people / players to meet socially in the town.

11407 SPECIFIC DECLARATIONS OF INTEREST

None.

11408 MINUTES

To approve the minutes of the meeting held on 21st September 2020.

Resolved: To confirm the minutes of the Environment & Leisure Committee meeting held on 21st September 2020 and for these to be signed by the Chairman.

11409 ENVIRONMENT & LEISURE FEES 2021/22

To set the hire charges under the control of Environment & Leisure Committee for 2021/22.

Members were advised that feedback had been obtained from all users and costs were investigated and compared with towns in the surrounding areas. The proposed 2% increase was to cover increases in materials for sports pitches. The costs quoted did not include staff costs. Feedback received regarding fees based on an individual match basis had been taken into consideration and was included in the proposal, although it was advised if teams book less than ten games per season VAT must be included.

Resolved: To approve the Environment & Leisure Schedule of Fees for 2021/22.

11410 INCOME AND EXPENDITURE REPORT

Members were provided with the Income & Expenditure report to date for the Environment & Leisure Committee.

Members received an update report on the Orchard Close pavilion refurbishment project.

As members were aware within this year's budget provision had been made for the Orchard Close Pavilion Refurbishment project. HRTC had been successful in securing a grant under the CBC Community Asset grant scheme for £14,043 towards the refurbishment of Orchard Close Pavilion.

The project was to be funded as follows:
Total cost £59,440

Funded by
£14,043 CA grant
£30,000 HRTC deferred income
£1,417 s106 via CBC
£3,980 EMR 322 HRTC
£10,000 Sport England

The anticipated grant from Sport England (via Team Beds and Luton Active Partnerships, Community Asset Fund Application) was not currently available which gave a project shortfall of £10,000. The Head of Grounds had prepared a draft application; however, the availability of funding and timescale was not known. Members were asked to consider the following options:

1. Reduce cost by removing spectator toilet from specification;
2. Seek additional funding from HRTC ear marked reserves, there were reserves available, but it was envisaged that these would be used for the Tithe Farm project;
3. Wait for Sport England grant process to hopefully reopen
4. Hope for additional s106 funding or other grant source to become available

Members were advised that due to Covid-19 the cost of materials had significantly increased as such the quote provider had indicated the original quote would need to be increased by around £7,000.

Members were advised that grant money was not usually awarded retrospectively, therefore once the project had started, grant funding would not be forthcoming.

Resolved: To proceed with the refurbishment of Orchard Close Pavilion in accordance with the specification agreed and to fund the project as follows:

- **£14,043 CBC Community Asset grant**
- **£30,000 HRTC deferred income**
- **£1,417 s106 via CBC**
- **With the funding balance to be met through additional grant or s106 funding from CBC and the use of the Council's EMR 322**

11411 DRAFT BUDGET 2021/22

Members received the officer draft budget for 2021/22 along with explanatory notes for the Environment & Leisure Committee.

The draft budget reflected on ongoing budgetary commitments along with anticipated budgetary commitments arising from the Council Vision 2020/24.

As members were aware the council revised its budget for 2020/21 in July 2020 to reflect on the implications of Covid-19. Members requested that the budget for 2021/22 be set on the original budget figures as these were reflective of a 'normal' council year. Members received the original budget figures for 2020/21 as requested. The draft budget for 2021/22 assumed normal delivery of services during the year, i.e. it assumed that Covid would not affect the services of the council during 2021/22.

11412 TITHE FARM RECREATION GROUND SPORTS PROJECT UPDATE

Members were advised that a project team meeting took place on 12th November. The discussion focused on project funding and grant opportunities.

As members were aware there were 3 distinct but inter-related elements to this project:

1. All weather pitch
2. Changing facilities
3. Car park

To date it had been intended to deliver the project as one. However, as members were aware there was a funding issue emerging largely as a result of a reduction in funding to the Football Foundation (FF) of £27m. It was now thought that the potential grant from FF was more likely to be in the region of £650,000-£700,000, a reduction to the project of £100,000 - £150,000. The implications of this are shown below.

Provisional project cost: £1,350,000

To be funded as follows:

£160,000	CBC (s106 contribution)		Confirmed
£230,575	HRTC deferred income		Funding available
£650,000	Football Foundation (TBC)		Grant not secured to date although working closely with FF and Beds FA. A worse case figure included.
£38,020	CBC (s106 contribution) CB/14/03047/OU T - Outdoor sport		Applied for
£103,804	HRTC – EMR 322 Pavilion renovation		Funding available, however transfer form EMR needs to be confirmed through Committee as not included in budget. Contribution reduced (by £17,600) in case members decided to use this EMR for Orchard Close Pavilion refurbishment.
	Balance	£167,601	

The following preliminary total development cost was provided:

1. Construction Costs	£
Demolition	-
Pavilion/ car park/ infrastructure	£442,500 ¹
Remodelling of the existing pavilion	Included above
Oh/p	Included above
Main contractor prelims (based around the FTP being a separate project)	£30,000
FTP	£725,000
Works to grass pitches²	£100,000
Contingency	£50,000
TOTAL BUILD COST	£1,247,500
2. Fees	
Statutory fees	£7,500
Professional fees (Architect, PM, QS, M&E, Structure & Civils)	£40,000
RLF (on the FTP element)	£30,000

¹ Increase by £100,000 to be more accurate of likely build costs

² Removed as HRTC could decide to fund as part of revenue costs for pitch maintenance

3. Other

Surveys/ Reports	£20,000
Legal costs	£5,000
VAT (Assumed as recoverable)	-

TOTAL PROJECT COST **£1,350,000**

Of the £442,500 provided for the pavilion/ car park/ infrastructure, at least £100,000 would be spent on external services and the car park. This then would leave £342,500 for the changing accommodation.

Members were advised that a recent local scheme for a 2nr changing room pavilion incorporating a staff office and a teaching room (gross area of the pavilion was 281m²) was just short of £600,000. A scheme in Essex for a 6nr changing room with no social space but spectator toilets and a small servery had come in during tender at £509,000.

Members were advised of two options:

1. Split the project into component parts and seek to deliver each independently of each other
2. Continue with the project as one

Members were asked to consider whether there was support for an extensive pavilion refurbishment / renovation. If members were supportive of this, a grant application could be made to Salix and if successful Option 1 above could be followed. If members felt that a new pavilion was required, and they were prepared to fund the shortfall through a loan then Option 2 would be followed. Please note Salix grants were not available for a new build.

Members agreed that a new building would be preferable to a refurbishment.

A motion was proposed to read:

To provide a 4nr changing room facility serving both the FTP and the remaining 2 grass pitches, a staff office, servery, and spectators toilets.

Proposed by: S Goodchild, seconded by: Cllr Farrell

Members voted in favour of the motion.

Resolved: To provide a 4nr changing room facility serving both the FTP and the remaining 2 grass pitches, a staff office, servery, and spectators toilets.

11413 VISION

Members received an extract from the approved Vision 2020/2024 as it related to the work of this committee.

There may be significant budget implications for members aspirations under 4.5 and 4.6. as such members were invited to put forward any specific ideas so that investigations can take place and funding options can be considered.

11414 FAIR & CIRCUS VISITS

Members were advised that approved visits for 2021 were:

Circus

Arrive 14th October

Open 15th October – 21st October

Leave 22nd October

The Fair has requested the following dates:

Fair

Arrive 11th May

Open 14th May – 23rd May

Leave 24th May

Arrive 6th September

Open 9th September – 12th September

Leave 13th September.

Resolved: To approve the following visits by the fair:

Arrive 11th May 2021

Open 14th May – 23rd May 2021

Leave 24th May 2021

Arrive 6th September 2021

Open 9th September – 12th September 2021

Leave 13th September 2021.

The Chairman declared the meeting closed at 8.42pm

Dated this 22nd day of February 2021

Chairman