



REPORT TO COMMITTEE

Date: 28 June 2017
Prepared by: Rob Martin, Parish Clerk
For Committee: Community, Leisure, Environment and Well-Being
Subject: CLEW BUDGET RESPONSIBILITIES
Ref:

CLEW Committee Budget Responsibilities

1. The Communities, Leisure, Environment and Well-Being (CLEW) Committee has specific responsibility for ensuring that parish council equipment is maintained and is safe to use. In order to ensure that the finance was available to make this possible, a review of the parish equipment was undertaken and, from the information gathered, a financial profile was drawn up and the annual contribution increased accordingly. Attached is the resulting analysis and a summary of the effect on the budgets resulting from this exercise.
2. The conclusion of this analysis is that the amount of finance in the initial budget for the equipment that the parish council has is £128,590, with the addition during the 2017/2018 year of £25,927 making a total available of £154,517. This is not to say that this amount is to be spent, just that that amount is there to refurbish or replace existing kit as and when it is necessary.
3. The important thing for CLEW to understand is that, although the equipment was individually inspected and assumptions made about the condition of each, this was mainly a financial exercise. Now that the funds are being put aside annually to accommodate the cost of replacement and refurbishment, a real programme of actually carrying out the work needs to be undertaken. This will require an assessment by the committee of what needs to be done and when and will require inspections to be carried out by committee members.
4. The amounts shown exclude any work done by the parish maintenance staff, just that which involves outside contractors or suppliers. A good deal of basic maintenance work is done directly by Roy or Danni now, including the weekly inspection of the play areas. The staff are not directly under the remit of this committee, although it can identify work that we can do directly. This is the purpose of the notification system we have, which is not used very often. Councillors might like to attend an inspection round with Roy to understand what is done.
5. It should be remembered that the reserve is not designed to provide for new equipment rather than replacement of old stuff, which will still have to be financed by means of other funding mechanisms, grant or through the General Reserve, via the full Council. The ability use these was delegated to the committee however.
6. In addition, the budgets within the overall figures for the Council that are the responsibility of the committee are also shown together with comments about how we incur expenditure. There are not many of these budgets over which there is much

control, however they do give some flexibility, particularly where they are for nothing specific.

7. The Clerk will produce budget monitoring reports at each meeting of the committee, to assist with its decision-making process.

Rob Martin
23 June 2017

CLEW Committee Budgetary Responsibilities 2017/2018

Replacement & Refurbishment Reserve

	Reserve Opening Balances 31st March 2017 £	2017/2018 onwards Annual Budget £	Available 2017/2018 £
CLEW Responsibility			
Play Areas			
Blenheim	3,944	358	4,301
Braeburn	8,536	825	9,361
Discovery	21,041	1,931	22,971
Pippin	10,569	897	11,466
Russett	43,515	9,141	52,656
Discovery Gym	5,170	660	5,830
Skatebowl	12,331	4,098	16,429
BMX	-	2,200	2,200
Street Furniture	23,485	5,819	29,304
CLEW Total	128,590	25,927	154,517
Office Contents	10,670	3,520	14,190
Mowers & Machinery	24,750	3,575	28,325
Capital			
Office	5,000	5,500	10,500
Community Centre	16,954	11,000	27,954
Palmer Road	72,568	8,800	81,368
Overall Total	258,533	58,322	316,855

Other CLEW Budgets

Play Area Inspections	800	Once a year Statutory Inspection
Dog Fouling Collections	500	Invoices from ADC, once a year
Community Centre Maintenance	3,000	As and when - PC responsibilities
Palmer Road Pavilion	500	As and when - PC responsibilities
Palmer Road Grass	900	Invoices from ADC, once a year
Christmas Tree	400	Purchase of tree
Street Lighting Energy	1,500	WSCC Invoice once a year
Street Lighting Maintenance	4,500	WSCC Invoice once a year
Contractors		
War Memorial	200	Nothing specific
St Nicholas Garden	1,300	Nothing specific
Fletcher's Field	500	Nothing specific
Water Lane	600	Nothing specific
Twitten Clearance	500	Nothing specific
Verges	300	Nothing specific
Mayflower Park	500	Nothing specific
Flower Beds	7,800	Ferring Nurseries Contract

Total CLEW Budget **23,800**

Angmering Parish Council asset review and replacement plan July 2016

Play area	Description of item	Repair / Replacement	Day to day repair this year	Repair / Replace in 1yr	Repair / Replace in 3yrs	Repair / Replace in 5yrs	Repair / Replace in 7yrs	Repair / Replace in 10yrs	Repair / Replace in 15yrs	Renewal reserve as of July 2016 30%	Renewal reserve as of July 2016 50%	Annual actual to reserve
Blenheim	Perimeter fencing	Adjust surface levels to ensure 1 no. gate closes correctly	£ 150.00						£ 2,500.00	£ 750.00		£ 120.00
		Secure loose fixings to fencing	£ 60.00									
		Reset loose posts		£ 200.00								
		N/A as Grass										
	Surfacing	No work required						£ 300.00			£ 150.00	£ 15.00
		Bench (metal)	No work required					£ 263.00			£ 300.00	£ 40.00
		Litter bin	No work required								£ 130.00	£ 20.00
	Hopscotch	Repair concrete surface and repaint						£ 800.00		£ 400.00	£ 50.00	
	Spring rabbit	Treat any rusting										
		component and repaint	£ 30.00					£ 500.00		£ 250.00	£ 25.00	
	Spring frog	Secure handgrips and footrests to prevent rotation	£ 20.00									
		Treat any rusting	£ 30.00					£ 600.00			£ 300.00	£ 30.00
Braeburn	Spring bike	Treat any rusting										
		component and repaint	£ 30.00					£ 500.00		£ 250.00	£ 25.00	
	General works to area	Secure handgrips and footrests to prevent rotation	£ 20.00									
		Tighten front section	£ 50.00									
		Wash all play units	£ 120.00									
		Temporary security fencing during works	£ 295.00									
	Perimeter fencing	Paint gate diff colour	£ 100.00							£ 2,200.00	£ 660.00	£ 100.00
		Rhyno scrub clean	£ 250.00							£ 5,525.00	£ 1,700.00	£ 255.00
		Repair junction with edge surround	£ 150.00									
		No work required						£ 300.00			£ 150.00	£ 15.00
		Bench (timber)	Rub down and apply timber treatment	£ 60.00				£ 300.00			£ 150.00	£ 25.00
		Litter bin	No work required					£ 200.00			£ 100.00	£ 15.00
Swing	Tee Pee											
	Swing	Rub down and apply timber treatment	£ 60.00				£ 900.00			£ 450.00	£ 65.00	
	Replace complete and make good											
	Replace missing / damaged bolt cap covers	£ 2,900.00									£ 150.00	
Spring horse												
Musical panel												
General works to area	Rub down and apply timber treatment	£ 30.00					£ 600.00			£ 300.00	£ 45.00	
	Temporary security fencing during works	£ 300.00					£ 1,100.00			£ 550.00	£ 80.00	

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Other assets	Add ongoing day to day costs		£	7,500.00	£	5,000.00	£	5,000.00	£	7,500.00	£	12,500.00																		
Land and buildings	Repair / Replacement	Day to day repair this year	£	4,380.00	£	25,366.62	£	33,500.00	£	55,200.00	£	14,500.00	£	41,413.00	£	63,125.00														
		Add contingency 10%	£	438.00	£	2,536.66	£	3,350.00	£	5,520.00	£	1,450.00	£	4,141.30	£	6,312.50														
		Total play areas	£	4,818.00	£	27,903.28	£	36,850.00	£	60,720.00	£	15,950.00	£	45,554.30	£	69,437.50														
Other assets	Description of item	Repair / Replacement	Day to day repair this year	Repair / Replace in 1yr	Repair / Replace in 3yrs	Repair / Replace in 5yrs	Repair / Replace in 7yrs	Repair / Replace in 10yrs	Repair / Replace in 15yrs	Renewal reserve as of July 2016 30%	Renewal reserve as of July 2016 50%	Annual accrual to reserve																		
Land and buildings	Parish office Community centre Palmer Rd Pavilion	Repair / Replacement	Day to day repair this year	Repair / Replace in 1yr	Repair / Replace in 3yrs	Repair / Replace in 5yrs	Repair / Replace in 7yrs	Repair / Replace in 10yrs	Repair / Replace in 15yrs	Renewal reserve as of July 2016 30%	Renewal reserve as of July 2016 50%	Annual accrual to reserve																		

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