

**Parks, Open Spaces and Environment Committee - Income and Expenditure as at 30th June 2022**

	2020/2021		2021/2022		2022/2023			
	Actuals	Budget	Actuals	Budget	Actual Year to Date	Budget	Variance Annual Total	% Spent
<u>Finance &amp; Policy Income</u>								
Burial Fees	70,914	56815	86,618	56,815	10471	56,815	46,344	18.4%
Highways Grant	30,000	30000	30,000	30,000	0	30,000	30,000	0.0%
Licence to Occupy Land	0	0	1,250	0	2500	1,250	(1,250)	200.0%
Allotment Rents	5,087	5000	5,330	5,000	103	5,100	4,997	2.0%
Devolved Services	461,531	0	0	0	0	0	0	
Donations Received	0	0	1,819	0	0	0	0	
<b>Total Committee Income</b>	<b>567,532</b>	<b>91,815</b>	<b>125,017</b>	<b>91,815</b>	<b>13,074</b>	<b>93,165</b>	<b>80,091</b>	<b>14.0%</b>
<u>Market - GPH001</u>								
Maintenance & Repairs	493	675	562	675	27	675	648	4.0%
Electricity	467	325	1,193	325	281	1,250	969	22.5%
Rent Repayment - Market Traders Wash Room	651	650	650	650	163	670	507	24.3%
Rates - Market Trader Wash Room	289	0	289	300	72	300	228	24.0%
<b>Total Expenditure Market</b>	<b>1,900</b>	<b>1,650</b>	<b>2,694</b>	<b>1,950</b>	<b>543</b>	<b>2,895</b>	<b>2,352</b>	<b>18.8%</b>
<u>Cemetery - GPC001</u>								
Electricity	783	957	1486	957	256	1200	944	21.3%
Rates	906	1448	1041	1448	387	1485	1,098	26.1%
Water	84	84	84	84	21	86	65	24.4%
Waste Collection	0	60	0	0	0	0	0	0.0%
Subscriptions	95	450	95	100	95	100	5	95.0%
Repairs & Maintenance	2401	9,000	2,614	3,000	87	4,200	4,113	2.1%
Daventry NORSE	34171	41,698	41,897	41,698	11186	44,886	33,700	24.9%
Memorial Testing			0	2,000	0	1,000	1,000	0.0%
<b>Total Expenditure Welton Road Cemetery</b>	<b>38,440</b>	<b>53,697</b>	<b>47,217</b>	<b>49,287</b>	<b>12,032</b>	<b>52,957</b>	<b>40,925</b>	<b>22.7%</b>
<u>Holy Cross - GPG002</u>								
Daventry NORSE	6067	7,387	7,438	7,387	1985	7,965	5,980	24.9%

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Repairs & Maintenance	1100	0	2,130	2,000	0	2,000	2,000	0.0%
Memorial Testing	0	0	0	2,000	0	2,000	2,000	0.0%
<b>Total Expenditure Holy Cross Churchyard</b>	<b>7,167</b>	<b>7,387</b>	<b>9,568</b>	<b>11,387</b>	<b>1,985</b>	<b>11,965</b>	<b>9,980</b>	<b>16.6%</b>

Public Open Spaces

Insurance	2,218	0	0	0	0	0	0	#DIV/0!
Grounds Maintenance Contract	426,717	0	523,196	520,735	139,708	560,525	420,817	24.9%
Repairs & Maintenance	4,324	0	8,883	7,000	291	7,000	6,709	4.2%
Highways Maintenance Contract	102,562	0	125,752	125,165	33558	134,729	101,171	24.9%
Play Area Inspections	2,478	0	1,871	2,000	0	2,000	2,000	0.0%
Play Area Repairs & Maintenance	15,566	0	6,243	6,000	1000	6,000	5,000	16.7%
Play Equipment	0	0	0	0	0	10,000	10,000	0.0%
Tree Works	0	0	3,425	10,000	0	20,000	20,000	0.0%
Gazebo (Sheaf Street)	182	0	193	1,000	48	1,000	952	4.8%
Street Art/Structures	0	0	0	1,000	0	1,000	1,000	0.0%
Bus Shelters	1,380	0	1,726	2,000	0	3,000	3,000	0.0%
Open Space Strategy	0	0	0	0	0	20,000	20,000	0.0%
<b>Total Expenditure Public Open Spaces</b>	<b>555,427</b>	<b>0</b>	<b>671,289</b>	<b>674,900</b>	<b>174,605</b>	<b>765,254</b>	<b>590,649</b>	<b>22.8%</b>

Street Furniture

Amenity Signage	0	0	848	800	60	0	(60)	#DIV/0!
Litter Bins	0	0	17,634	2,500	1847	2,500	653	73.9%
Notice Boards	0	0	3,400	0	1578	3,500	1,922	45.1%
Public Seating	70	0	248	500	0	1,000	1,000	0.0%
<b>Total Expenditure Street Furniture</b>	<b>70</b>	<b>0</b>	<b>22,130</b>	<b>3,800</b>	<b>3,485</b>	<b>7,000</b>	<b>3,515</b>	<b>49.8%</b>

Street Lighting

Maintenance & Repairs	1,604	0	0	1,700	0	1,000	1,000	0.0%
Electricity	1,570	0	2,381	3,000	624	2,500	1,876	25.0%
<b>Total Expenditure Street Lighting</b>	<b>1,570</b>	<b>0</b>	<b>2,381</b>	<b>4,700</b>	<b>624</b>	<b>3,500</b>	<b>2,876</b>	<b>17.8%</b>

Allotments

Allotment Maintenance	1,878	6,000	3,924	6,000	200	3,600	3,400	5.6%
Water	1,200	900	1,162	900	33	1,500	1,467	2.2%

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	1,878	6000	3924	6000	233	5,100	4,867	4.6%
<b>Total Expenditure Allotment</b>								
<b>Grand Totals</b>								
Income	567,532	91,815	125,017	91,815	13,074	93,165	80,091	14.0%
Expenditure	606,452	68,735	759,203	752,024	193,507	848,671	655,164	22.8%
<b>Net Income over Expenditure</b>	<b>(38,920)</b>	<b>23,080</b>	<b>(634,186)</b>	<b>(660,209)</b>	<b>(180,433)</b>	<b>(755,506)</b>	<b>(575,073)</b>	<b>23.9%</b>
<b>Earmarked Reserves</b>								
Less funds from EMR for repairs to Middlemore POS	(5,650)							
Add Trf to EMR for Cemetery Repair & Maint underspend	6,500							
Add trf to EMR for additional cemetery income	7,526		29,803					
Add trf to EMR for Memorial Testing underspend			4,000					
Less fund from EMR for purchase of 45 Litter Bins			(14,467)					
Add Trf to EMR for Street Lighting Repairs underspend			1,000					
<b>Movement to / (from) Earmarked Reserves</b>	<b>8,376</b>		<b>20,336</b>					
<b>Movement to / (from) General Fund</b>	<b>(47,296)</b>		<b>(654,522)</b>					

**Earmarked Reserves for the Parks, Open Spaces and Environment Committee 2022/2023**

	Balance as at 31st March 2022	2022/2023 Budget Allocation	Spend 2022/2023	Balance
<b><u>Restricted Funds</u></b>				
S106 - Allotments	£ 5,148.74	£ -	£ -	£ 5,148.74
S106 - Grounds Maint - Middlemore	£ 6,203.00	£ -	£ -	£ 6,203.00
S106 - POS - Dennetts Close	£ 15,254.04	£ -	£ -	£ 15,254.04
	<b>£ 26,605.78</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 26,605.78</b>
<b><u>Earmarked Reserves</u></b>				
Open Spaces	£ 29,729.36	£ -	£ -	£ 29,729.36
Devolution	£ 7,466.62	£ -	£ -	£ 7,466.62
Cemeteries	£ 33,803.40	£ -	£ -	£ 33,803.40
Street Lighting	£ 1,000.00	£ -	£ -	£ 1,000.00
	<b>£ 71,999.38</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 71,999.38</b>
	<b>£ 98,605.16</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 98,605.16</b>

**Report to:** Park, Open Spaces & Environment – 4<sup>th</sup> July 2022  
**Report on:** Licences  
**Report by:** Operations Officer  
**Date:** July 2022

The Council issue licences to various organisations/people, permitting them to deliver events and carryout maintenance works etc. On council property.

To date we have issued the following,

Date	Event	Location	Fee	Type	Bond	Comments
23/07/2022	Mega Bounce	Eastern Way	Yes	Occupy	Yes	Awaiting Booking Fee
25/06/2022	Armed Forces Day	New Street Rec	No	To Use	No	None
06/06/2022	Appleton's Fun Fair	Eastern Way	Yes	Occupy	Yes	None
27/05/2022	LGBTQ+ Picnic	The Hollow	No	To use	No	None
06/05/2022	Knife Angle	New Street Rec	No	To use	No	None
20/04/2022	Circus Ginnett	Eastern Way	Yes	Occupy	Yes	Missing Padlock,
01/08/2021	Middlemore Residents Association	The Vale	No	To use	No	None
09/08/2021	John Lawson Circus	Eastern Way	Yes	Occupy	Yes	None
28/04/2021	Orbit Homes	Lang Farm	Yes	Access	Yes	Legal Fees Covered by Orbit

**Report to:** Park, Open Spaces & Environment – 4<sup>th</sup> July 2022  
**Report on:** Open Spaces  
**Report by:** Operations Officer  
**Date:** July 2022

The Open Spaces within Daventry Town are an essential element of what makes an attractive place to live, work and visit. They are places for everyone to enjoy and visit, encouraging healthy lifestyles and providing places to meet and relax.

Open spaces will only fulfil these purposes and be valued by the local community if they are excellent quality and fit for purpose.

This report is to provide a general overview of the service that WN Norse provides, as well as highlighting the additional services that are required to maintain the Council assets.

### **Grass Cutting**

Summer grounds maintenance within the areas of the Town, residential, public open spaces and are now in full swing. The schedule of works is a turnaround of 15days, for the open spaces, residential estates, and roads.

### **Winter Schedule**

Maintenance of hedgerows, trees and other grounds maintenance will be undertaken through the winter months. Maintenance of hedgerows, this is undertaken by using the tractor mounted flail where practical and tidied after cutting.

Pruning, full pruning as well as applying herbicides to self-set tree(s), the aim is to complete 25% each year this is part of a 4-year program. The edging of paths is also undertaken during the winter, the areas are done each year, highlighted through the council and WN Norse.

### **Seasonal Works**

Leaf clearance is programmed in between November and December this is dependent on leaf fall, the areas that are targeted are places that have been identified as a high footfall for example, New Street Rec, Welton Road Cemetery, Holy Cross Churchyard.

### **Play Equipment and Play Areas**

The Council are responsible for 43 play areas within the town these areas are visually, routinely, operationally, and annually inspected throughout the year, the sites are an important asset to the town as they are essential for ensuring physical and emotional growth, an intellectual tool to promote creativity for children of different years. It was identified last year, numerous amounts of defects which was inherited from the previous owner. The Council has carried out, to-date approximately £22k on repairs of equipment and resurfacing.

### **Trees**

The tree stock within the town is abundant and varied, the Council and WN Norse survey the trees visually, then record the finding on an app, this is an invaluable tool as it provides proof that the council actively survey the trees and conduct tree works.

The Council also prides itself on the fact that every tree that is removed due to health and safety reasons is replaced, with the exception of trees that were self-set.

Enquiries are currently logged via West Northants Council (WNC) call centre, also inhouse through the council's website, WN Norse will assess the tree(s) visually. From the visual assessment, he/she will determine if any works is required to make the tree(s) safe and will categorise this as either High Risk, Medium or Low and will program in remedial works. The

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Operations Officer who is also a certified Basic Tree Inspector, is fully informed of all works and at will also visit the site alongside the contractor if there is a tree(s) that is High Risk, or a resident is not happy with the prescription of works.

### **Holy Cross Closed Churchyard**

The council appointed an external tree inspector to survey, and map all the trees within the churchyard, to advise on necessary works to comply with health and safety, this included the replacement of trees that had to be removed.

### **Welton Road Cemetery.**

The Council's Cemetery, located at Welton Road, is maintained by WNC Norse, and managed by the Council. During the summer months the lawned areas are mowed, weeded, and cleansed every two weeks. During the winter months, graves are topped up when required and re-seeded, shrubs and rose beds are maintained.

Enhancement to the cemetery is varied from refreshing the parking lines, resurfacing, to initiating a new working compound, *which may also be an option to use this area as additional burial ground, however further investigation is required.*

### **New Bins**

The council have replaced 50 bins.

### **Additional Responsibilities, outside the WNC Norse Contract.**

The Town council have a responsibility to ensure the security of their open spaces, the **anti-traveller barriers** are audited, this is carried out on a yearly basis, **bus shelters**, cleaned/sanitised biannually, **streetlights** are checked once a year.

### **Ponds and Streams**

The Council is currently responsible for significant water bodies and their tributaries and ditches.

The Town Council have recognised their responsibilities and are currently scheduling a management and maintenance plan for the closed ponds within the town.

### **Outstanding Additional Land**

WNC have informed the council that additional land and play area(s) are to be transferred as part of the "washup" from June 2020, details of the parcels of land are unknown. The Council must also consider the transfer of responsibility of Mulberry Place Public Square this was indicated as a "Moral" agreement leading to a 20-year lease or so, in June 2020, currently the Town Council have not recently been approached by WNC.

