

CENTRAL SWINDON NORTH PARISH COUNCIL

LEISURE & AMENITIES COMMITTEE MEETING

Minutes of the meeting held on 2nd May 2018 at Pinetrees Community Centre

Present Cllr S Thompson (Vice-Chair)
Cllr J Rodrigues
Cllr J Yeowell

Cllr D Moffatt (Non-committee member)

Officers A Reeves (Parish Manager)
H Morgan (Deputy Clerk)
B Mack (Assets Manager)

Public None

447 **Apologies**
Cllr T Smith (Chair)
Cllr P Baker
Cllr R Ballman
Cllr M Lucas

448 **Declarations of Interest & Applications for Dispensation**
None

449 **Parish Pitstop Café**

The Assets Manager confirmed that the Parish Pitstop Café at Pinetrees Community Centre was opened by the Mayor on 16th April 2018. The café is being run in partnership with the Olive Tree Café who have been successfully running a Lunch Club at Pinetrees every Thursday for the past 6 months.

It has been a slow start for the café, but advertising is increasing. Facebook and Twitter accounts have been set-up and are being actively managed.

Customers are returning, and feedback has been positive.

Certain days are quieter than others due to the number of visitors to the community centre.

The Olive Tree Café employ and manage one full time member of staff and supply volunteers daily.

Currently opening hours are 8am-2pm Mon-Fri and these will be reviewed in the future.

The café provides a small menu of good quality food and a takeaway service is available. Biodegradable cups and paper straws are being used.

The total set-up costs, including equipment and consumables, were £3,950.81.

On the 3rd of May 2018, when the community centre will be used as a polling station, the café will be open 7am until late. The increased footfall at the community centre will hopefully increase public knowledge of the café which relies strongly on advertising by word of mouth.

The Assets Manager is looking into events and groups that could be hosted from within the café, i.e. knit and natter groups and book clubs. The Chronic Pain group who currently meet once a month at the community centre are beginning weekly sessions which will be held in the café.

Cllr S Thompson asked about the average number of customers the café is serving per day. It was confirmed that this varies between approx. 10-30 depending on the number of community centre users. Weather has also had an impact of the number of visitors.

Outdoor seating has been installed to encourage users during the summer months.

The Parish Manager stated that the café has seen an average spend of £4 per customer and income has been between £40-60 per day to date and the daily target is £50.

The café will be offering catering for corporate events, such as meetings and other bookings at Pinetrees.

It was confirmed that the Assets Manager would be asked to report back to Cllrs quarterly.

Cllr J Yeowell asked about food waste. The Assets Manager confirmed that there was very little food waste, if any at all. The monitoring of stock is very important, and stocks held are low.

450 **Shrubs & Trees upkeep**

Cllr S Thompson confirmed that he had asked for the item to be included due to the recent job carried out by the Community Payback Team at Tree Courts, Pinehurst, where shrubs had been poorly cut down to stumps and the Parish Council were to be billed for tidying up the area and clearing the green waste left behind.

The Parish Manager confirmed that the bill hadn't arrived to date but was expected. Swindon Borough Council have been contacted and asked to consult with the Parish Council if any works are to be completed by outside teams in the future.

Cllr S Thompson asked Cllrs if the Parish Council want to continue to maintain shrubs, such as those at Tree Courts, or would grassing over areas be preferable?

The Parish Manager stated that this would be a decision for the committee to make and that there would be a cost involved and SBC had said that this would not be a small task.

Cllr D Moffatt asked if Cllrs would be willing to kill off shrubs using chemicals.

Cllr S Thompson stated this would not achieve the desired affect and shrubs would still require digging out. It was also noted that the area in Tree Courts is adjacent to a children's play area.

Cllr J Yeowell queried how often shrubs are tended to.

The Parish Manager stated that currently the area in Tree Courts is poorly maintained and required more frequent attention or removal. The area only exists for aesthetics.

Cllr D Moffatt suggested shrubs are kept but the additional revenue costs associated with maintaining them be budgeted for. This was thought to be approx. £400 per year.

It was agreed that the Parish Manager looks to confirm the annual cost of maintain shrubs and the cost of removal and report back at a future committee meeting.

RESOLVED that the Parish Manager reports back at a future meeting with the cost of maintaining shrubs and the cost of removal.

451 **Allotments**

The Deputy Clerk reported that approx. 80% of income expected from allotments had been received. All billing processes were almost completed and those that had not paid or returned a completed new letting agreement had been contacted to inform them that their plot would be considered as being vacant if nothing is received by the 14th May 2018.

An allotments officer has been recruited and starts on the 23rd May 2018.

The 4th meeting of the Allotments Working Group is taking place on the 10th May 2018 where Cllrs would be able to meet with the allotments officer. Representatives from the Leisure Gardens sites are to be invited to meet with Cllrs and Officers and share their views and

concerns on the allotments.

Cllr J Rodrigues suggested that those who have not responded to communications regarding payment for their allotment be blacklisted so they are unable to obtain a plot in the future.

The meeting closed at 8.21pm

Signed.....

Date.....

Vice-Chair of the Leisure & Amenities Committee