

To: All members of Shaftesbury Town Council

You are hereby summoned to attend an **Extraordinary Meeting of Shaftesbury Town Council** to be held **at 7.00pm on Tuesday 9th February 2016 in the Council Chamber, Shaftesbury Town Hall** for the transaction of the business shown on the agenda below.

Stephen Holley

Town Clerk

Members are reminded of their duty under the Code of Conduct

Public Participation

The Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Members of the public and Councillors are entitled to make audio or visual recordings of the meeting provided it does not cause disruption or impede the transaction of business. Out of courtesy to those present, the Council requests that intention to record proceedings is brought to the Chairman's attention prior to the start of the meeting.

Agenda Item	
01. Apologies	To receive and consider for acceptance, apologies for absence
02. Declarations of Interest and Dispensations	Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2012. The Clerk will report any dispensation requests received.
03. Barton Hill Recreation Ground	To consider a recommendation from the Recreation, Open Spaces and Environment Committee (ROSE) for the purchase of additional recreation equipment for Barton Hill Recreation Ground. Officer Report 02EFC03 attached.
04. Suspension of Financial Regulations	To consider and, if so agreed, to RESOLVE that Financial Regulation 1.105 h (requirement for three quotations) be suspended to allow for the consideration of the following Item of Business, on the grounds that the work is urgent and its scope requires specialist contractors.
05. Jubilee Path	To consider placing a contract for urgent specialist work to Jubilee Path. Officer Report 02EFC05 attached.

**Report to the Meeting of Shaftesbury Town Council's
Recreation, Open Spaces and Environment Committee
to be held at 7.00pm on Tuesday 2nd February 2016
in the Council Chamber, High Street, Shaftesbury**

BARTON HILL RECREATION GROUND

1. Purpose of Report

To consider a recommendation from the Recreation, Open Spaces and Environment Committee (ROSE) for the purchase of additional recreation equipment for Barton Hill Recreation Ground.

2. Recommendation

- 2.1 That the Council places a contract with Wicksteed Leisure Limited, for the purchase of an eight-piece Outdoor Gym and associated work for installation at the Barton Hill Recreation Ground,, to the value of £25,500 plus VAT.
- 2.2 That the Council requests North Dorset District Council to approve the drawing down of Section 106 funds to allow for a contract be placed with Caloo Limited, for the purchase of a Multi-Active Wall for installation at the Barton Hill Recreation Ground, to the value of £17,500 plus VAT, and that subject to approval, the Town Clerk be authorised to place a contract for the same.

3. Background

- 3.1. At its meeting on 17th November 2015, the ROSE Committee agreed to pursue investigating new equipment to be installed at Barton Hill Recreation Ground. Site visits were held with four providers and design concepts and quotations requested.
- 3.2. The old trim-trail equipment has been identified as in need of replacement. Those items identified as moderate risk have already been removed.
- 3.3. It is usual for quotations to be anonymised for the purposes of being considered by the Council or its Committees. However, in this instance, the providers were asked to provide their design concept and therefore the quotes are unable to be like-for-like and are bespoke to each supplier. Design concepts will be displayed during

4. Financial Implications

- 4.1. In view of the value of these contracts, the ROSE Committee is referring them to the Council for approval. Financial Regulation FR 1.32 requires that the Council itself (not a Committee) approve expenditure over £5,000. It is also required to approve expenditure which will result in the approved budget being exceeded.
- 4.2. There is £22,900 in s.106 funding for outdoor sports identified for use only at Barton Hill, Shaftesbury School and Wincombe Recreation Ground. NDDC's S.106 Officer attended the meeting of the ROSE Committee and confirmed that he would in principle, support the proposal to release S.106 money to fund the Caloo Multi-Active Wall.
- 4.3. Quotations were considered by the Recreation, Open Spaces and Environment Committee on 2nd February 2016. During the meeting it was explained that the two of the suppliers had provided amended quotations from those shown in the circulated report. The amended prices are shown in the table below.

Company	2 Table Tennis Tables	Multi-use Goal End	4 or 8 piece outdoor gym	Add'l	Carriage	Total	Comments
Husson	£9,223	£9,912	£11,999	£777	£0	£31,911	Additional cost for removal of existing trim trail (not recommended)
Hags	£6,146	£11,670	£10,238	£763	£2,165	£30,981	Additional cost is for sports sign (not recommended)
Wicksteed			£25,500			£25,500	8 piece gym and 2 outdoor table tennis tables (RECOMMENDED funding by STC)
Wicksteed			£14,500			£14,500	4 piece gym and 2 outdoor tennis tables (Not recommended)
Caloo		£17,500				£17,500	Multi Active Wall and Goal (RECOMMENDED funding from S 106)

5. Legal Implications

The Council has the General Power of Competence

Report Author:
Stephen Holley
Town Clerk

Quotation Number : 12/LE/010216/A

Customer Address

Shaftesbury TC
The Town Hall
High Street
Shaftesbury

Quotation for the Supply and Installation of Outdoor
Gym Equipment and Associated Surfacing at Barton
Hill

DATE: 1st Feb 2016

Page 1

SP7 8LY

Quantity	Code	Description	Unit Price	Total
1.00	6210-023	Surfer Installation	2,494.00 520.00	2,494.00 520.00
1.00	6210-032	Step Box & Body Twister Installation	1,943.00 604.00	1,943.00 604.00
1.00	6210-042	Hand & Pedal Cycle Installation	2,048.00 341.00	2,048.00 341.00
1.00	6210-040	Horseback Rider Installation	1,958.00 520.00	1,958.00 520.00
16.00	6130grass	WICKSTEED SAFETY GRASS MAT (1.5 SQM) Installation	46.00 29.00	736.00 464.00
1.00	6210-034	Double Leg Press Installation	2,704.00 520.00	2,704.00 520.00
1.00	6210-045	Chest Press & Pull Down Exerciser Combo Installation	3,623.00 520.00	3,623.00 520.00

Continue to Page 2



Wicksteed Leisure Limited
Digby Street Kettering Northants NN16 8YJ
T: +44(0)1536 517028 F: +44(0)1536 410833
www.wicksteed.co.uk sales@wicksteed.co.uk

Registered in England No. 603152

Page 5

Quotation Number : 12/LE/010216/A

Shaftesbury TC Equipment Only - Supply & Install

Quantity	Code	Description	Unit Price	Total
1.00	6210-022	Skier	2,494.00	2,494.00
		Installation	520.00	520.00
1.00	6210-028	Sit Up Bench	1,339.00	1,339.00
		Installation	341.00	341.00
		H&S - Secure heras and storage	700.00	700.00
2.00	B610-28908a	Outdoor Table Tennis Table	1,375.00	2,750.00
		-	250.00	500.00
		Allowance to create 2 x concrete pads for above tables 3m x 2m each	972.00	972.00

Less Discount - 4,041.15

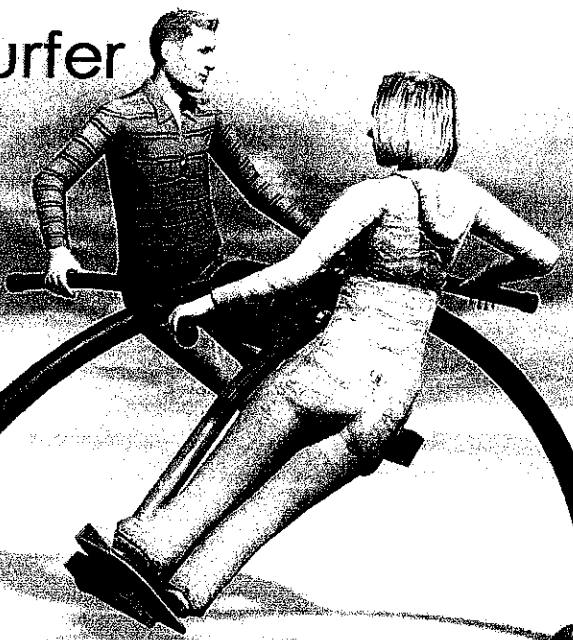
Carriage @ 5% 930.15

Total Quotation excluding Vat**25,500.00**

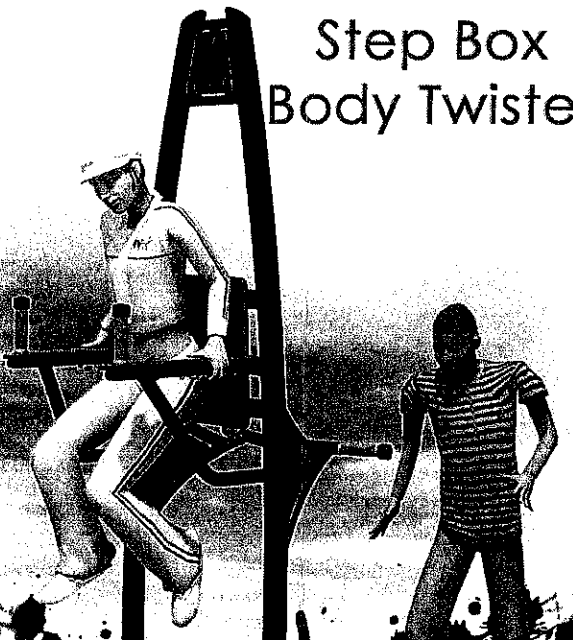
Wicksteed Leisure Limited
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Surfer



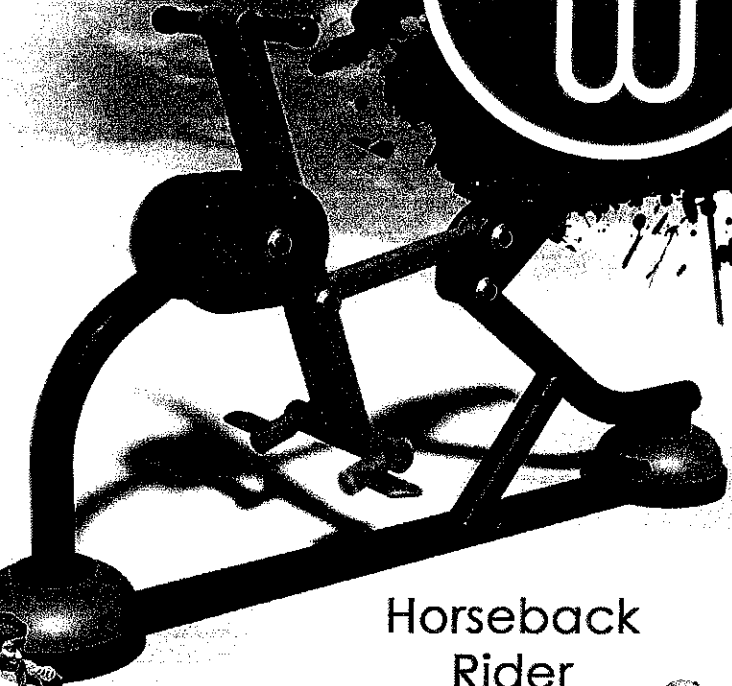
Step Box
Body Twister



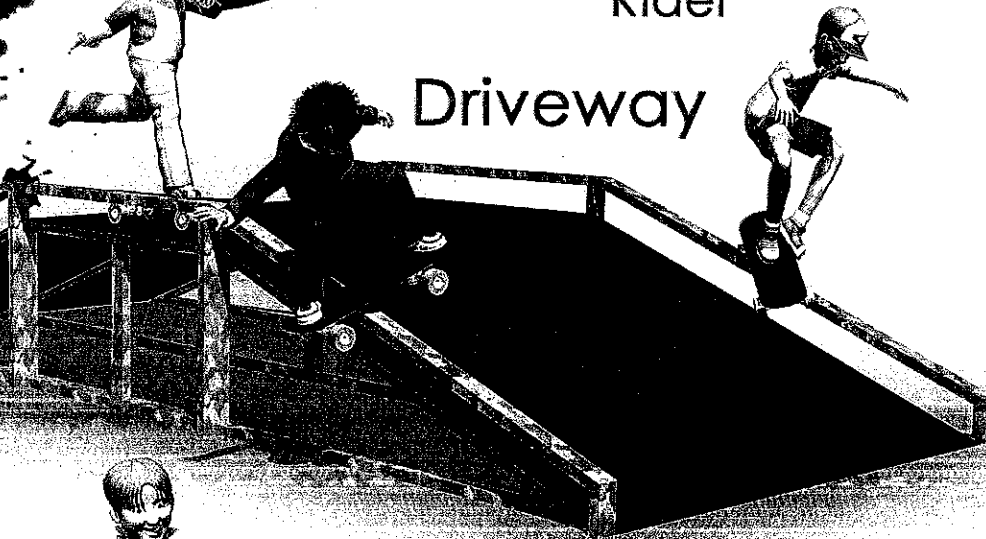
Hand &
Pedal Cycle



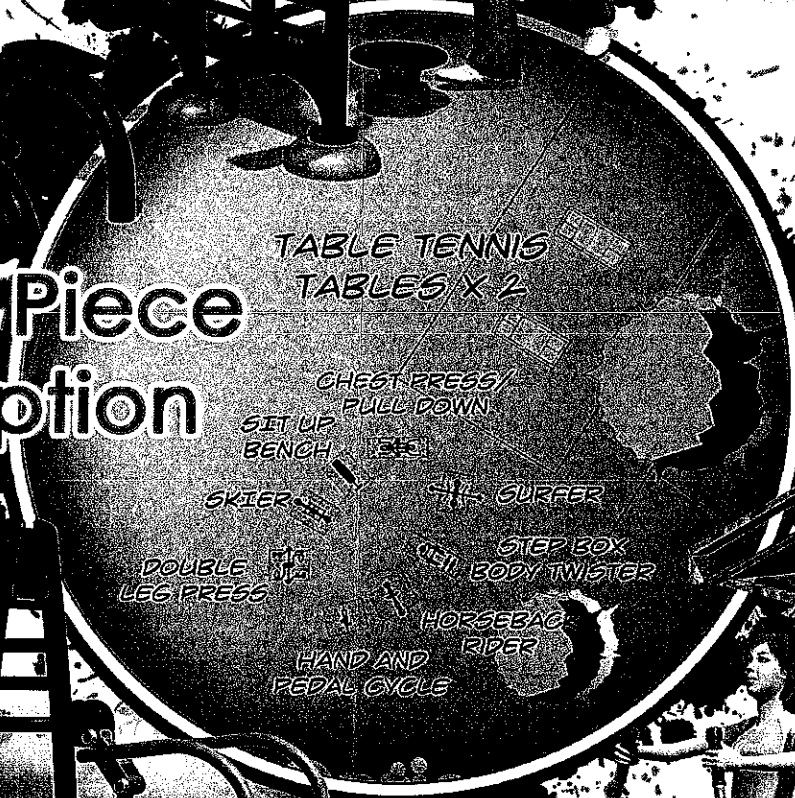
Horseback
Rider



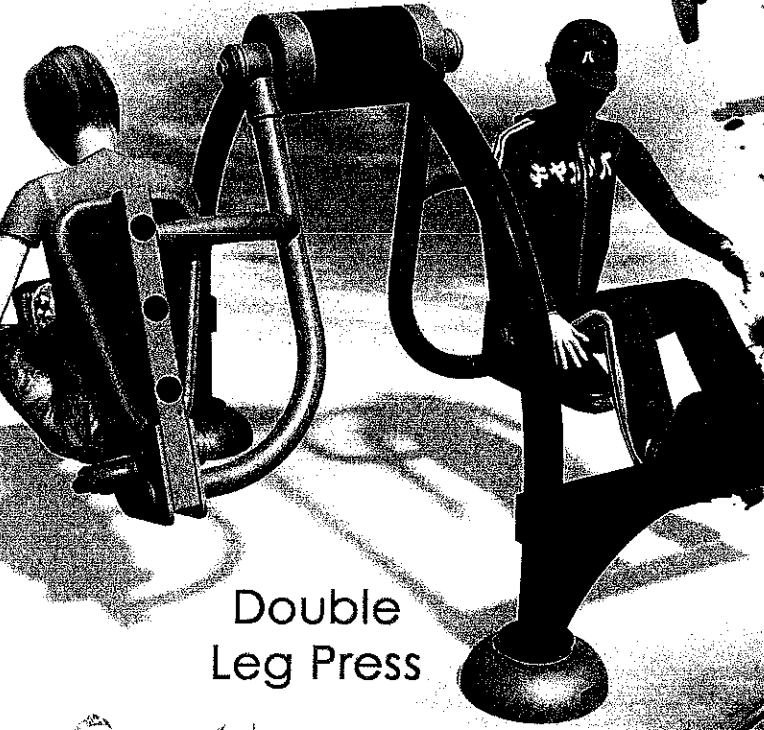
Driveway



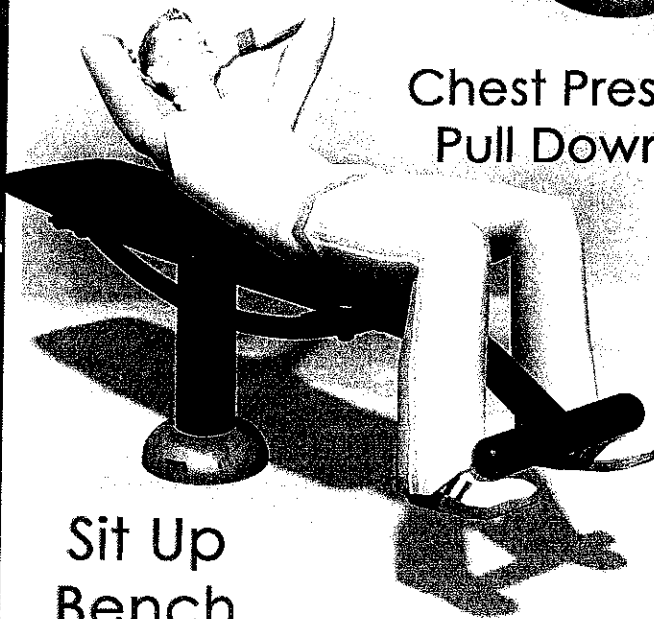
8x Piece
Option



Double
Leg Press



Chest Press/
Pull Down

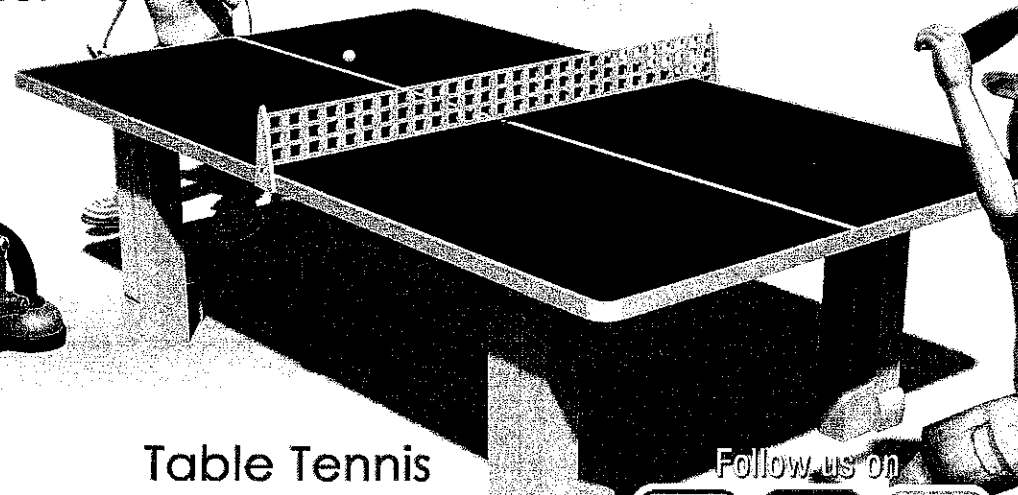


Sit Up
Bench

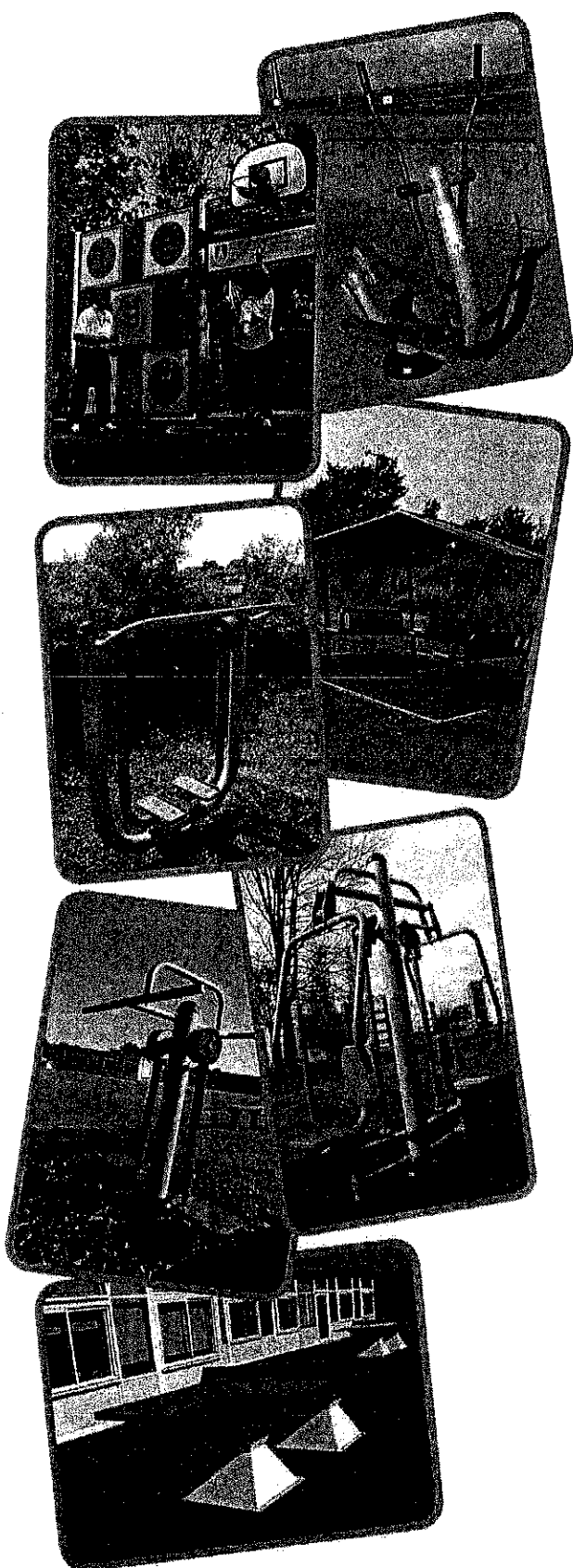
Skier



Table Tennis
Table



12/32055 - Date:- 16/12/15 - Designed By:- Lynne & Andy
Note:- THIS IS AN ARTISTS ILLUSTRATION ONLY AND IS NOT TO SCALE.
PLEASE REFER TO PLAN FOR SCALED DETAIL



Quotation-006327

Organisation:

Shaftesbury Town Council

Project/Site Reference:

MultiActive & Tarmac Surfacing

Date: January 26, 2016

Quotation-006327

Karen Tippins
Shaftesbury Town Council
Town Hall
Shaftesbury
SP78JE

Date: January 26, 2016

Quotation Valid Until: 26/03/2016

Site name/Project reference: MultiActive & Tarmac Surfacing

Prelims						
Qty	Code	Unit	Description	Price	Total Discount	Total Price
1.00	SS5-01	Each	Steel Skip - 6 yard - approx 4.59 cu m per skip Steel Skip for general waste. Please note - A skip permit may be required from your local council if skip is placed on a public road. This permit is not included in our quotation and is clients responsibility to provide.	£217.50		£217.50

MultiActive Wall						
Qty	Code	Unit	Description	Price	Total Discount	Total Price
1.00	MA-309	Each	3 Panel Single Sided Multi Active Wall 3 Panel Single Sided Multi Active Wall - previously known as MA33E-06. Manufactured from galvanised and powder coated steel with the following rebound panels - Colour Wall & Cricket Wall & supplied with MA-105 Goal and Nylon Net as standard.	£7,495.00		£7,495.00
1.00	MA-100	Each	Steel Goal Panels for Multi Active Goal - Extra Over Nylon Net Price Manufactured from galvanised and powder coated steel posts with heavy duty rebound panels	£500.00		£500.00

Caloo Limited, Unit 12, Boxted Farm, Berkhamsted Road,
Hemel Hempstead, HP1 2SG, United Kingdom.
Tel: +44 (0)845 055 8218 Fax: +44 (0)845 055 8219
Web: www.caloo.co.uk Email: info@caloo.co.uk
Registered Office: As above. Registration No: 6162029



Thermoplastic Markings						
Qty	Code	Unit	Description	Price	Total Discount	Total Price
1.00	MA-901	Each	Multi Goal Markings (Suitable for Tarmac) Multi Goal Markings (Suitable for Tarmac or concrete installation) - Please note that if being installed onto new tarmac approx 6 weeks will be required from tarmac installation to allow surface to cure before markings are laid.	£435.00		£435.00
1.00	MA-904	Each	Cricket Wall Markings (Suitable for Tarmac) Cricket Wall Markings (Suitable for Tarmac or concrete installation) - Please note that if being installed onto new tarmac approx 6 weeks will be required from tarmac installation to allow surface to cure before markings are laid.	£385.00		£385.00
1.00	MA-903	Each	Colour Wall Markings (Suitable for Tarmac) Colour Wall Markings (Suitable for Tarmac or concrete installation) - Please note that if being installed onto new tarmac approx 6 weeks will be required from tarmac installation to allow surface to cure before markings are laid.	£435.00		£435.00

Tarmac Surfacing						
Qty	Code	Unit	Description	Price	Total Discount	Total Price
100.00	SS8-16A	Sq m	Supply and Lay Tarmac Surface - Under 100sq m Supply and lay Multisports Tarmac Surface to a fall of approx 1:80. Manufactured from Limestone Aggregate to reduce abrasions to the skin in the event of a fall. Consisting of: Excavate area. Supply and lay Geotextile membrane to base. Lay Type 1 stone to a minimum depth of 100mm and roll to compaction. Supply and lay 40mm binder course and 20mm Wearing Course. All perimeters reinstated with topsoil as required. Please note - Edgings not included and priced separately and surface to be laid approx 50mm higher than surrounding surface to assist with drainage.	£72.50		£7,250.00
40.00	SS4-07A	lin m	Supply and Installation of PreCast Concrete Edging To deliver to site, supply and install rectangular 50x150mm PCC Edging (smooth, flat and grey), making allowance for installation in a Gen. 1 concrete bed and haunch to both sides in anticipation of new surfacing and sub base operations	£18.00		£720.00

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Installation						
Qty	Code	Unit	Description	Price	Total Discount	Total Price
1.00	INST001	Each	Product Installation Installation of products contained within this quotation - subject to clause 5 of the Conditions of Sale attached to this document. Includes red hazard fencing for duration of works but excludes disposal off site of excavated material unless itemised separately elsewhere on quotation. Foundation excavations will be redistributed on site or piled within 20m of works area for client removal	£1,425.00		£1,425.00

Delivery						
Qty	Code	Unit	Description	Price	Total Discount	Total Price
1.00	DEL001	EA	Delivery. Please note for supply only projects a minimum of 2 persons will be needed or mechanical lifting equipment will be required for safe off-load (fork lift of similar)	£400.00		£400.00

Subject to Caloo Limited Conditions of Sale

Current Manufacturing Lead Time -6-8 weeks

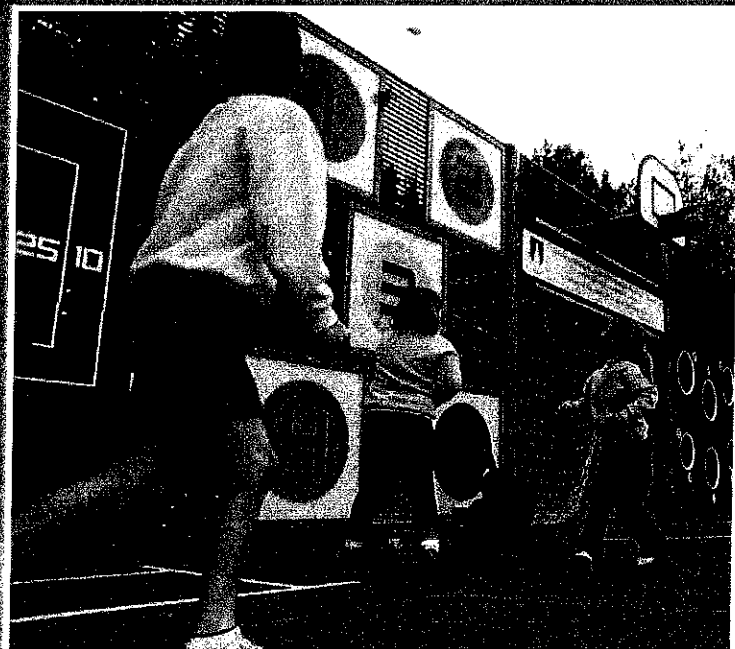
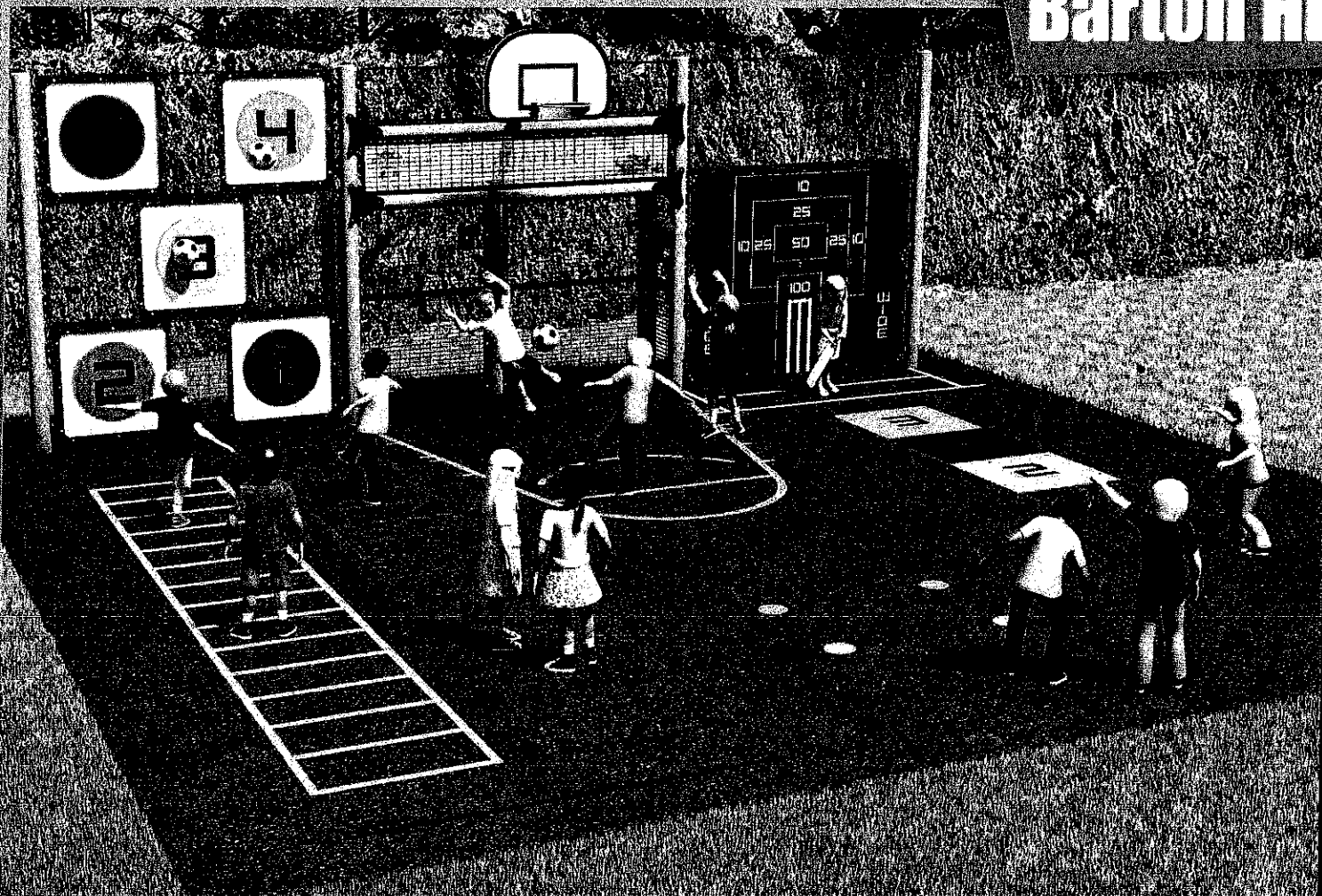
Sub Total	£19,262.50
Project Discount	£1,762.50
Net Total	£17,500.00
VAT 20%	£3,500.00
Quotation Total	£21,000.00

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Shaftesbury Town Council

Barton Hill



Images are for illustrative purposes only. Photos show examples of previous installations.

**Report to the Meeting of Shaftesbury Town Council's
Recreation, Open Spaces and Environment Committee
to be held at 7.00pm on Tuesday 2nd February 2016
in the Council Chamber, High Street, Shaftesbury**

JUBILEE PATH

1. Purpose of Report

To consider a recommendation from the Recreation, Open Spaces and Environment Committee (ROSE) for facelift work to the Jubilee Path .

2. Recommendation

That the Council places contracts for specialist facelift work on the Jubilee Path, to the value of £25,500 plus VAT.

3. Background

- 3.1. At its meeting on 26th January 2016, the Council approved a Member Motion to vire funds to allow this facelift.
- 3.2. The Chairman of the ROSE Committee presented a report to that Committee at its meeting held on 2nd February 2016 recommending an overall scheme.
- 3.3. It was agreed to break down the original quote into three parts (1) removing the rebuild of the steps either side of the slide. This task was already on the Grounds Team's work schedule to be replaced with concrete, in response to a recommendation following a Health and Safety Inspection; (2) some parts of the work could be deferred and might be within the ability of general contractors, for which three quotes would be sought and brought back for consideration at a later date; (3) other work which was felt to be justified as an urgent requirement for the Civic Day on 21st February 2016 and, in respect of which, the Committee noted the advice of a member of the Open Spaces Group that the nature of this part of the work required specialist contractors.
- 3.4. The Town Clerk advised that the Council could resolve to suspend the Financial Regulation requiring three quotes for urgent and specialist work.
- 3.5. The contractors who supplied the original quote were able to supply an amended quote for the work identified by the Committee as urgent and specialist – **Appendix A**.

4. Financial Implications

Prices as detailed in the attached quote. General Grounds – Contractors budgetline

5. Legal Implications

The Council has the General Power of Competence

Report Author:
Stephen Holley
Town Clerk

Brief specification of work

- Please advise legality of parking work vehicles on Jubilee walk.
- Please note signs and closure of the Park walk pathway is to be put up and taken down by council for 8 hours preferably on either 11th or 13th or 16th, please discuss and confirm with *P M Davies, Horticultural Maintenance*.

Here is the work that would provide the most impact to benefit the Civic Day celebration.

1. Innovative wooden stake design installation.
2. Prune and tidy poorly cut branches, clear debris and neaten central beds – i.e. bird nesting area. Also create at least one wildlife log pile. Sensitive pruning.
3. Brush cut brambles near top of path creating an immediate, beneficial impact.
4. A portion of plants from the list to be bought. £350-450 worth.
5. Planting of these.

Dates of work/Expense Quote

Supplier of work: *Fencewise*

Day(s) of work: Thursday 11th (or) Friday 12th

Estimated approx. price: £600.00 plus, 20%V.A.T.: £720.00

Supplier of work: *P M Davies, Horticultural Maintenance*

Day(s) of work: Thursday 11th, Saturday 13th, Tuesday 16th

Supplier of work: *Misty Green Gardening*

Day(s) of work: Wednesday 10th, Thursday 11th, Friday 12th

Naturalised woodland habitat planting

Estimated approx. price: £1,410.00

Estimated Total: ----- £2130.00