



# **YAXLEY PARISH COUNCIL**

Amenity Centre, Main Street, Yaxley Peterborough PE7 3LU

Tele/Fax 01733 241958

Email: [clerk@yaxleypc.org.uk](mailto:clerk@yaxleypc.org.uk) Website: [www.yaxleypc.org](http://www.yaxleypc.org)

**To: All Members of the Community Facilities Committee**

Sir/Madam

You are hereby summoned to attend a Meeting of the **Community Facilities Committee** of the Yaxley Parish Council to be held **on Tuesday 28<sup>th</sup> February 2023 at 7.00pm** in the **Council Chambers, the Amenity Centre, 48 Main Street, Yaxley, PE7 3LU**, followed by a meeting of the **Planning Committee**.

*H. Taylor*

**Helen Taylor**  
On behalf of Yaxley Parish Council

**21<sup>st</sup> February 2023**

**THE PUBLIC AND PRESS ARE ALWAYS WELCOME**

## **AGENDA**

- CF57. APOLOGIES FOR ABSENCE**  
To receive and accept apologies for absence.
- CF58. DECLARATIONS OF INTERESTS IN AGENDA ITEMS**  
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.
- CF59. MINUTES**  
To approve as a correct record the Minutes of the meeting of the Community Facilities Committee held on 22<sup>nd</sup> November 2022 – attached.
- CF60. PUBLIC PARTICIPATION**  
A maximum of 15 minutes is permitted for members of the public to address the Council.
- CF61. WILLOW POND INTERPRETATION BOARD**  
To receive a verbal report by the Clerk on the installation of the board.
- CF62. GRAFFITI WALL**  
To consider a proposal for a graffiti wall in the Recreation Ground – Clerk to report.
- CF63. CHARGING OF VAT FOR SPORTS FACILITIES**  
To consider a report by the Clerk - attached.

- CF64. CORONATION WEEKEND CELEBRATIONS**  
To consider a report by the Clerk - attached.
- CF65. ALLOTMENT UPDATE**  
To receive a verbal report
- CF66. REPAIR CAFÉ**  
Clerk to report
- CF67. COMMUNITY FRIDGE UPDATE**  
To receive a verbal report
- CF68. COMMUNITY LITTER PICK**  
To decide on a date for the next community litter pick

**Cut off time for the meeting is 20.00**

**Minutes of the Meeting of the Community Facilities Committee  
held in the Council Chamber, the Amenity Centre, Main Street, Yaxley on  
22<sup>nd</sup> November 2022 at 7.00pm.**

Present:- Councillor J Lusted - Chairman

Councillors R Butcher, B Edwards and S McMullon.

In attendance – Mr Reg Bingham and Mrs H Taylor – Parish Clerk.

**CF41. APOLOGIES**

Apologies for absence from the meeting were received and accepted on behalf of Councillors D Chapman, A Knight and A Minns.

**CF42. DECLARATION OF INTERESTS**

Councillor S McMullon declared a pecuniary interest in Item No.CF47 by virtue of being an allotment holder.

**CF43. MINUTES**

Councillor R Butcher proposed approval of the Minutes of the Committee held on 4<sup>th</sup> October 2022. This was seconded by Councillor B Edwards and unanimously **RESOLVED**.

**CF44. PUBLIC PARTICIPATION**

Reg Bingham thanked the Council for providing some storage space for the Yaxley Volunteers equipment.

**CF45. BUDGET 2022/23**

Members were presented with a budget report as at 30<sup>th</sup> September 2022 (a copy of which has been appended in the Minute Book). Having discussed the various budget headings, actual spend against predicted and the proposed figures for 2023/24, Councillor R Butcher proposed that the budget be recommended to Full Council for approval. This was seconded by Councillor B Edwards and unanimously **RESOLVED**.

**CF46. TREE WORK UPDATE**

The Clerk reported that all the Council's tree stock had been inspected by an External Arboriculturist with thirteen trees being reinspected using a resistograph to check the density of the wood. From the seven areas, twenty six actions cannot be undertaken by the Grounds Team and this work has been sent out to external contractors for quotes.

**CF47. ALLOTMENT FEES 2023**

By way of a report by the Clerk (a copy of which is appended in the Minute Book) Members reviewed the fees for the Council's three allotment sites. In doing so, attention was drawn to the plot sizes of the various sites with Whiteheads being the largest. Having noted the fees charged at other similar sites in the County and that there had been no increase since January 2021, it was proposed by Councillor R Butcher that the allotment fees across all sites be increased by a £1 for 2023 resulting in Whiteheads being £48 for a full plot (£24 for a half plot), Bellvue being £37 for a full plot (£18.50 half)

and Yards End (£44.00 full plot and £22 for half a plot). This was seconded by Councillor B Edwards and **RESOLVED**.

**CF48. COMMUNITY LITTER PICK**

Members were advised that there was lower than expected numbers at the Group Community Litter pick in October with the damp weather being one factor, therefore the next group event will be held around the Easter Holidays.

**CF49. COMMUNITY FRIDGE UPDATE**

Councillor R Butcher reported that the Community Fridge remains busy with an average of 50 – 60 bags being given out every Wednesday and Friday. Having mentioned the work of the volunteers, the Chairman thanked all those who give up their time to help with the Community Fridge adding that it wouldn't be the success it is without them.

**CF50. REPAIR CAFE**

Members were advised that Peterborough Repair Café had ran a very successful session in the Owen Pooley Hall at the beginning of November, repairing 27 items. The organisers have asked to return on 4<sup>th</sup> March 2023.

**CF51. WARM HUB UPDATE**

The Clerk reminded the Committee that the Monday Morning Coffee Club at Queens Park was extended at the end of October to 2pm as part of the Warm Space initiative. With the help of volunteers, a warm light lunch is now being provided. Members were pleased to note that it has proved to be a great success with over 50 residents attending last week with 45 baked potatoes being served. The Committee placed on record their thanks to all involved.

**CF52. CEMETERY MEMORIAL/GRAVE INSPECTIONS UPDATE**

The Clerk reported that due to heavy rainfall the inspection planned for 3<sup>rd</sup> November had been postponed and would now take place on 28<sup>th</sup> November.

**CF53. WILLOW POND INTERPRETATION BOARD**

The Clerk circulated a design proof for the proposed interpretation board for the Willow Pond area. Having voiced their delight at the design, Members asked the Clerk to check with those printing the board that the white against the green would read ok.

**CF54. EXCLUSION OF THE PRESS AND PUBLIC**

That in accordance with Section 1(2) of the Public Bodies (admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting.

It was proposed by Councillor R Butcher and seconded by Councillor S McMullon that the meeting should be closed to the public and press at 7.35pm.

**CF55. SOLAR LIGHTING FOR THE SKATE PARK AREA**

With the aid of a report by the Clerk (a copy of which is appended in the Annex to the Minute Book) Members considered options to light up the skate park extension. The area is currently lit by two flood lights on one pole situated between the multi activity cage and the first skate ramp, the illumination is poor and barely covers the new ramps, rendering the ramps unusable after dusk. Discussions surrounded installing either solar lights or electric lights powered by solar panels from the pavilion. Members felt that the solar lights would be the way forward. Members considered potential lighting systems; their design, specification and lumen output, Members felt that four 5m mounted columns with 20W powered lights would be sufficient. Having been advised that one more company still had to quote, Councillor B Edwards proposed and Councillor R Butcher seconded that the project to install Solar lights at the skate park area be approved with details of the final scheme being considered by the Chairman and Vice Chairman of the committee and an application be made to the District Council for half the funding of the scheme from the Community Infrastructure Levy and a **request be made to Full Council to commit to funding the whole or part, depending on the success of the bid, from the Reserves.**

**CF56. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC.**

That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business being concluded, the Press and Public be re-admitted to the meeting.

It was proposed by Councillor S McMullon and seconded by Councillor R Butcher that the press and public should be readmitted to the meeting.

Meeting closed at 7.45pm

Signed .....

Chairman.

THIS PAGE IS LEFT INTENTIONALLY BLANK

**YAXLEY PARISH COUNCIL – COMMUNITY FACILITIES COMMITTEE**

**DATE: 28<sup>th</sup> FEBRUARY 2023**

**SUBJECT: CHARGING OF VAT FOR SPORTS FACILITIES**

**1. PURPOSE OF REPORT**

To be advised of a change to existing guidance from HMRC for sports and leisure services and the implications for the Parish Council.

**2. BACKGROUND**

HMRC's existing guidance is that local authority sports and leisure services can either be taxable or exempt from VAT. This has been challenged in the courts with the outcome that HMRC accepting that local authority sports services can be treated as non-business and outside the scope of VAT. Affected councils may be able to reclaim additional VAT relating to the last 4 years.

**3. IMPLICATIONS**

Although HMRC have yet to issue any new guidance, advice from CAPALC (Cambridgeshire and Peterborough Association of Local Councils) suggests that Councils consider the following steps in relation to sport facilities:

If you are VAT registered and charging VAT on your sport services, you should:

- a) stop doing so as soon as possible and certainly before 1 April 2023;
- b) compile and submit a claim to HMRC for a refund of such VAT declared for the past four years; and
- c) consider whether you will refund that VAT to the bodies charged for sport.

HMRC have yet to issue any guidance and might refuse claims or require them to be submitted in a particular way.

If reclaiming any VAT charged, Councils must avoid "unjust enrichment", which might occur if you reclaim the VAT and keep it, rather than refunding it to your customers. Where council facilities are subsidised and operate at a loss due to low charges, or where charges were made VAT – inclusive rather than being increased, HMRC are unlikely to consider that unjust enrichment.

HMRC have confirmed that any VAT incurred in the maintenance of facilities can be reclaimed by the Parish Council as we operate as a not for profit business with a VAT registration number.

#### **4. ACTIONS**

It is suggested that the Parish Council:

- a) Stops with immediate effect charging VAT on the football pitches, cricket and 3G, but leave the price of the hiring the facilities the same as they are all subsidised by the Parish Council;
- b) Submits a claim to the HMRC for the payments made in the past four years; and
- c) Once the refund has been received, pay back the monies to the bodies charged and where this is not possible (club folded etc) then the money be set aside for the ongoing maintenance of the 3G and football pitches.

#### **5. RECOMMENDATION**

- That the report is received and the content noted;
- That the Committee agree the steps set out in section 4.

**Helen Taylor – Clerk**



**YAXLEY PARISH COUNCIL – COMMUNITY FACILITIES COMMITTEE**

**DATE: 28<sup>th</sup> FEBRUARY 2023**

**SUBJECT: CORONATION WEEKEND CELEBRATIONS**

**1. PURPOSE OF REPORT**

To discuss areas in which Members can get involved in the various events planned for the Coronation weekend.

**2. BACKGROUND**

The Council has agreed to oversee various events to celebrate the Coronation. This includes a pensioners afternoon tea on 5<sup>th</sup> May and hosting a picnic in the Recreation Ground between 3pm and 6pm on 6<sup>th</sup> May. There is also a volunteer day on the Monday 8<sup>th</sup> May, which could involve a Community Litter Pick.

**3. ASSISTANCE**

There are various ways that Members can get involved in helping with the above:

- Putting up bunting;
- Creating a quiz for the picnic event (involves 10 signs to be placed around the rec which would spell out a word – aimed at U10s);
- Attending the picnic, will need someone to hand out a small prize for those who are involved in the quiz and for clearing up after;
- Help set up and put away for the pensioners picnic on 5<sup>th</sup> May;
- Organise a litter pick on 8<sup>th</sup> May;

**4. RECOMMENDATION**

- That the report is received and the content noted and all Members be encouraged to get involved on the weekend of the Coronation.

**Helen Taylor – Clerk**

THIS PAGE IS LEFT INTENTIONALLY BLANK