



**RECREATION, LEISURE & AMENITY COMMITTEE
NOTICE OF MEETING**

Notice is hereby given that there will be a committee meeting on

**Wednesday 16 July 2014 at 7pm (PLEASE NOTE TIME)
The Harlington**

PLEASE NOTE TIME OF MEETING

All Committee members are summoned to attend

To: Cllrs S Cantle, G Chenery, P Einchcomb, S Forster, D Gotel, A Oliver, B Schofield,
R Woods, J Wright

Signed:

Janet Stanton
Acting Town Clerk

Date: 10 July 2014

A G E N D A

- 1. ELECTION OF CHAIRMAN**
To receive nominations for and to elect a chairman of the RLA Committee for the year 2014-2015

- 2. ELECTION OF VICE-CHAIRMAN**
To receive nominations for and to elect a vice chairman of the RLA Committee for the year 2014-2015

- 3 APOLOGIES**
Schedule 12 of the LGA 1972 requires a record to be kept of members present, and that this record forms part of the minutes of the meeting. A resolution must be passed on whether the reason(s) for a member's absence are acceptable

- 4 DECLARATIONS OF INTEREST**
Under the Local Authorities Localism Act 2011, members must declare any interests and the nature of that interest, which they may have in any of the items under consideration at this meeting.

Members are reminded that they must disclose both the existence and the nature of a personal interest that they have in any matter to be considered at this meeting. A personal interest will be considered a prejudicial interest if this is one in which a

member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the members' judgement of the public interest.

5 QUESTIONS FROM THE PUBLIC (3 Min per person maximum 15 minutes)

To receive questions and statements from members of the public.

6 MINUTES OF PREVIOUS MEETING

To receive and approve as a correct record the minutes of the RLA Committee held on 16 April 2014 – *copy attached*

Part 1 – ITEMS FOR DECISION

7 THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT

To receive for noting an update on events, hiring's and operational activities of the Harlington and Ancells Farm Community Centre from the Operations Manager.

*** Reports attached*

RECOMMENDATION

To note the report of the Operations Manager.

8 THE HARLINGTON PUBLIC CONSULTATION EXERCISE

In view of the Council decision to approve an independent consultant to carry out a survey to determine public demand for future facilities, activities and events at a renovated or new Harlington, to approve the progress of the survey to be carried out by the Harlington Development Working Group

RECOMMENDATION

The Harlington Development Group be charged with progressing the survey with a report back to RLA Committee on 15 October 2014

9 THE CEMETERY

a) Maintenance

To consider a report on cemetery maintenance – *report attached*

RECOMMENDATION

One off additional visit to:

- Remove all self seeded and overgrown plants from in the graves and around the graves
- Cut and trim of all boundary hedges
- Crown lift of trees in the lawn cemetery and shade loving seed sown.
- Remove all green waste/heaped branches and timbers from around the cemetery.
- General tidy of cemetery

The grounds maintenance contract is reviewed to include:

- More frequent visits – at least every 2 weeks, in the growing season.
- Cutting and trimming of hedges and trees

- Collection of leaves/pine cones etc throughout the winter
- A minimum of three extra cuts included that can be scheduled when required (e.g. following wet weather)

d.) Cemetery Rules and Regulations

To consider the adoption of the amended Rules and Regulations for the Cemetery as the current Rules and Regulations are ambiguous in places and do not cover everything they should – *original and new copy attached*

RECOMMENDATION

To adopt the amended Cemetery Rules and Regulations

e.) UNUSED RESERVED GRAVES

To receive officer report on allocation of reserved unused graves over 75 years old. *Report attached*

RECOMMENDATION

To start the process to identify unused reserved graves over 75 years old for reallocation

f) CEMETERY BUILDINGS

Councillors to consider the formation of a Cemetery working group to consider the use of cemetery central shelter and the toilet and store room.

RECOMMENDATION

That a Cemetery Working Group is formed to consider the future of the buildings

10 ROOF REPAIRS AT BASINGBOURNE PAVILION

To consider the Officer report on the replacement of the Basingbourne Pavilion Roof. *Report attached*

RECOMMENDATION

To agree to proceed with the replacement of the roof for the Pavilion

11 OAKLEY PARK PAVILION-POSSIBLE CAFÉ

To consider the principle of permitting the use of Oakley Park Pavilion as a café. *A copy of the Business Plan, prepared by the applicant is attached.*

RECOMMENDATION

To determine the principle of permitting the use of Oakley Park Pavilion as a cafe

12 LOCATION OF SENSORY GARDEN

As part of the construction of Campbell Place, S106 Development Funding has been earmarked for the construction of a Sensory Garden in Calthorpe Park. Councillors are being asked to consider the relocation of the Sensory Garden to The Views where it will be more accessible to the residents of Campbell Place and less likely to suffer vandalism.

RECOMMENDATION

To consider the relocation of the Sensory Gardens from Calthorpe Park to The Views.

13 EVENT APPLICATIONS

a) Circus visit to The Views

To consider an Event Application Form from New World Circus Ltd to hold a Billy Smarts Circus on The Views during the first week of September. The circus takes the space of an area of land approximately the size of a football pitch. This is an all human production (no animals).

Application form attached

RECOMMENDATION

To consider the event application for Billy Smarts Circus to visit The Views during the first week of September 2014

b) Environment & Faith Festival – venue for open space

To consider a request from the organisers of the Environment & Faith Festival to hold an open air songs of praise in Basingbourne Park on Sunday 5 October. *Event application form and site form attached*

RECOMMENDATION

To consider the request to hold this event and to determine which park would be most suited.

14 TENNIS – CALTHORPE PARK

To encourage tennis and offer some summer recreational activity in Calthorpe Park, Councillors are being asked to consider a trial period of free access to Courts 5 and 6 throughout the summer months. No court bookings would be necessary. It is proposed that Tennis Courts 1 - 4 would still be available to book.

RECOMMENDATION

To consider free access to Tennis Courts 5 and 6 throughout the summer months.

15 THE VIEWS – Timber Fence

As part of the construction of the cycle path through the Views, a temporary timber fence was installed along the top of the Views to protect the growing area of grass, trees and planting. HCC is now planning to take down the fence. Councillors are being asked to decide whether the fence should be removed or if it should be left in situation. If left in situation, the repair and maintenance of the fence becomes Fleet Town Council's responsibility.

RECOMMENDATION

To agree whether or not the wooden fence at the top of the Views should be removed.

16 LEASE ON THE HARLINGTON

To receive the attached email from Lorraine Pallas on behalf of Hart District regarding taking forward and progressing the Harlington Lease. Hart District Council is asking FTC to consider the options of either a 25 year lease or a freehold transfer. *Document attached*

RECOMMENDATION

To agree for the Harlington Working Group to consider the options and report back to Fleet Town Council.

Part 2 – ITEMS TO NOTE

17 FACILITIES OFFICERS REPORT

To receive the Facilities Manager's Report - *report attached*

RECOMMENDATION

To note the Facilities Manager's Report

18 FLEET TOWN FOOTBALL CLUB

To receive the annual report from Fleet Town Football Club. *Report attached*

RECOMMENDATION

To note the Fleet Town Football Club Report

19 REPORT OF THE ACTING TOWN CLERK

To note the update report of the Acting Town Clerk – *Report attached*

21 DATE AND TIME OF NEXT MEETING

The next meeting of the Recreation, Leisure and Amenities Committee will be held on Wednesday 15 October 2014 at **7pm** in the Harlington.