



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

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

**Wednesday 17 June 2015 at 7pm
The Harlington**

All Committee members are summoned to attend

To: Cllrs S Cantle, P. Einchcomb, D. Gotel, K. Jasper, A. Oliver, B. Schofield, R. Woods, J. Wright

Signed:

Janet Stanton
Town Clerk

Date: 11 June 2015

AGENDA

- 1. ELECTION OF CHAIRMAN**
To receive nominations for and to elect a chairman of the RLA Committee for the year 2015-2016
- 2. ELECTION OF VICE-CHAIRMAN**
To receive nominations for and to elect a vice chairman of the RLA Committee for the year 2015-2016
- 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 15 April 2015 –copy attached

Part 1 – ITEMS FOR DECISION

7 CEMETERY OFFICER'S REPORT

To receive and consider the report of the Cemetery Officer

RECOMMENDATION

- a) Following the report to the last meeting on 15 April 2015, to note the update report on the work being undertaken at the cemetery .
- b) To relocate the mound near the toilets to elsewhere on site at a cost of £1,050 (additional grounds maintenance 350-4202)
- c) To re-turf as necessary, lawn cemetery graves

Copy of report to be circulated separately

8 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.
Copy attached

RECOMMENDATION

To note the report of the Operations Manager.

9 ACCESSTO TENNIS COURTS AT CALTHORPE PARK

To consider a report regarding the booking and management of the tennis courts – copy attached

RECOMMENDATION

- To approve setting up the Supersaas online tennis booking and payment system at a cost of \$8 (£5.24 (approx.) per month
- To set up a business Pay Pal account for Fleet Town Council

10 THE VIEWS – SENSORY GARDENS

To receive and consider:

- Outline master plan for The Views
- The sensory trail proposals
- The sensory trail station plan
- Cost estimate for the elements of the sensory garden
- The comments from the general public on the proposed designs on display outside the library

To note that £400 was spent from ERM 900 – 9006 for the services of a Quantity Surveyor.

RECOMMENDATION

- a) To approve the outline master plan for The Views
- b) To approve the sensory trail proposals
- c) To appoint an ad hoc Views Working Group and delegate authority to progress this project within the S106 funding budget (£33,547)
- d) To research availability of any grant funding

11 CALTHORPE PARK LANDSCAPE FEE PROPOSAL

To receive and consider a landscape fee proposal to produce a master plan for Calthorpe Park.

RECOMMENDATION

- To approve the cost of preparing a master plan for Calthorpe Park and developing a design brief for Phase 1
- To appoint an ad hoc Calthorpe Park Working Group to progress the project

12 THE CEMETERY GARDEN OF REMEMBRANCE

To receive and consider the proposed plans and costings estimate:

- The Master Development Plan-showing the process and how the proposals evolved
- The outline proposal plan for the whole meadow area
- An outline proposal plan for the Remembrance Garden
- A proposal for the memorials areas within the meadow
- A costing sheet

To note that £500 was spent from ERM 900 – 9006 for the services of a Quantity Surveyor.

RECOMMENDATION

- a) To approve the Master Development Plan for the cemetery
- b) To appoint an ad hoc Cemetery Working Group to progress the project including grant funding availability

13 EVENT APPLICATIONS

a) Basingbourne Bioblitz - HDC with Friends of Basingbourne

To consider an application from Hart District Council with Friends of Basingbourne to hold a Basingbourne Heath Bioblitz at Basingbourne Heath on Saturday 18 July 2015 –application attached

b) Action for Children - Story and song session

To consider an application from the Wild Rose Children's Centre to hold a 'Story and Song' session in The Views on Wednesday 19 August 2015 from 9.30-10.30am-application attached

Part 2 – ITEMS TO NOTE

14 FACILITIES AND OPEN SPACES MANAGER'S REPORT

To note the Facilities and Open Spaces Manager's Report – copy attached

15 REPORT OF THE TOWN CLERK

To note the update report of the Town Clerk – copy attached

16 DATE AND TIME OF NEXT MEETING

The next meeting of the Recreation, Leisure and Amenities Committee will be held on Wednesday 16 September 2015 at 7pm in the Harlington.