

**FLEET TOWN COUNCIL  
MINUTES OF THE RECREATION, LEISURE AND AMENITIES COMMITTEE**

**Wednesday 16 March 2011 7.30pm  
The Harlington**

**Councillors**

Paul Einchcomb, (Chair), Sue Tilley, Helen Perthen, Bob Schofield, Cllr Woods.

**Also Present-**

Shar Roselman – Clerk  
2 members of the public  
Cllr Healey

**MAR /2011/RLA ITEM 1: APOLOGIES FOR ABSENCE**

There were apologies from Cllr Fisher

**MAR/2011/RLA ITEM 2: DECLARATIONS OF INTEREST**

There were no declarations of interest.

**MAR/2011/RLA ITEM 3: PUBLIC SESSION**

The following questions and statements were received from members of the public:

- 3.1 The Friends of Oakley Park stated that they were interested in the agenda item on Friends of Basingbourne Park. Both the Scouts and the Guides had recently joined in working parties at Oakley Park, and it had been suggested to them that they might form a friends of Basingbourne Park group to assist with completion of badges and Duke of Edinburgh awards. The Chair expressed gratitude for the work of the group and for promoting efforts to form a new “friends of” group.
- 3.2 The Friends of Ancells Farm asked how the funding was proceeding for the completion of the toddler playground. The speaker was advised that an application had gone to Hart District Council for the funding. It was the Town Council’s understanding that the funding had been approved by the Capital Board, and was now awaiting Cabinet Member decision.

**MAR/2011/RLA ITEM 4: MINUTES OF PREVIOUS MEETING**

**Resolved to receive and approve, as a correct record, the minutes of the RLA meeting held on the 16<sup>TH</sup> February 2011. Cllr Perthen asked for it to be noted that she left the meeting after item 12.**

**MAR/2011/RLA ITEM 5: THE HARLINGTON**

The report on the Harlington was noted.

**Resolved to continue to run monthly Live and Unplugged events, as long as full accounting was reported to the committee following the events.**

**Prop: BS Sec: HP**

**Resolved also to introduce a comedy club in September 2011, providing that all advertising relating to this activity clearly expressed that it was designed for over 18's only.**

**Prop: HP Sec: ST**

**Resolved to delegate officer authority to incur expenditure in the 2011/2012 budget on funds available within the cost code line 201 4430: Promotions, Publicity and Entertainment.**

**Prop: PE Sec: HP**

On the Harlington conditions of hire, the committee agreed there was further work to be completed regarding these conditions.

**Action: The Conditions of Hire Working Group to convene a further meeting to finalise the conditions, and report back to the next Recreation, Leisure and Amenities Committee Meeting.**

**Action: The Centre Manager to arrange the meeting.**

#### **MAR/2011/RLA ITEM 6: SIGNAGE AT THE HARLINGTON**

**Resolved to approve the purchase of new illuminated signage at the Harlington providing it is approved by planning, and providing permission is given from Hart District Council as the landlord.**

**Prop: HP Sec: GW**

**Action: The Centre Manager to submit a planning application to Hart District Council and to write to Hart District Council advising that we would like their permission as landlords to erect to sign.**

#### **MAR/2011/RLA ITEM 7: THE HARLINGTON – REVISED PREMISES LICENCE**

**Resolved to approve amending the Harlington Premises Licence at a cost of £600 to include longer hours and additional activities such as indoor sporting events, wrestling entertainment and performances of dance.**

**Prop: HP Sec: ST**

#### **MAR/2011/RLA ITEM 8: SPORT'S AND LEISURE REPORT**

The committee received a report from the sport and leisure officer. Concerning the issue of the need to re-invoice for block bookings cancelled owing to the weather the following resolution was taken:

**Resolved to change the conditions of block booking hire to a membership scheme, offering users the facility to pay a sum of £228 for the year, in separate**

monthly payments, which will allow for a regular weekly booking slot, and an additional time slot during the winter quarter of December, January and February. Cancellations would thus be born by the users. Resolved also to offer members a further 10% discount if they paid for the yearly membership in advance.

**Prop: GW Sec: SF**

The committee would like to review the casual tennis hire rates at the next meeting.

**Action: The Sport's and Leisure officer.**

RoSPA training was discussed to allow for weekly inspections of playground equipment by staff. It was suggested that an additional person other than the Sport's and Leisure officer be trained.

**Resolved to approve attendance by the Sport's and Leisure Officer of the RoSPA Playground inspection course at a cost of £455 and additional costs for overnight accommodation.**

**Prop: HP Sec: GW**

The clerk pointed out that in addition to the weekly playground inspections it was advisable for the council to have an annual inspection by an outside body on all playgrounds.

**Resolved to approve inspection by Digley's at a cost of £40 per site, using their scheme 2 inspection routine.**

**Action: The Sport's and Leisure officer**

## **MAR/2011/RLA ITEM 9: COMPLAINTS**

The committee received 2 complaints about the lack of parking at Calthorpe Park, 1 of which included a complaint that a dragon's tooth placed to protect tree routes was too low to see from a car and had caused damage when a driver drove into it.

**Resolved to write to the complainant regarding the limited numbers of parking spaces outlining the reasons why the council was limited to 12 spaces, and highlighting the fact that Hampshire County Council had only approved the FTAP cycle path through the park on the basis of restricting vehicular access. A note also to be made that parking would be reviewed within the long term vision of the park.**

**Action: The clerk**

**Resolved to write to the complainant regarding the accident in the park, advising that should the complainant persist in a claim against the council this would have to be received via her insurance company.**

**Action: The clerk**

The committee also received a complaint regarding a fallen tree branch from a tree at Oakley Park which had allegedly caused damage to a vehicle. A motion was put forward that a payment of £30 should be made for inconvenience suffered. This motion was not seconded.

**Resolved to write to the complainant stating that the council believed that it was not liable for this damage as it was unaware of the condition of the tree at the time of the event.**

**Prop: BS Sec: GW**

**Action: The clerk**

A complaint was received about the noise at the skate park caused by children using scooters. It was mentioned that a previous resolution had been passed agreeing that the duty manager would lock the skate park at night. The clerk strongly advised against this on grounds of safety for the staff and the council's implicit duty of care for staff.

#### **MAR/2011/RLA ITEM 10: BASINGBOURNE PARK**

**Resolved to approve expenditure on a quotation of £2197 plus VAT for refurbishment of playground equipment at Basingbourne Park.**

A piece of equipment had been moved from the demolished playground at Ancells Farm to the Basingbourne Pavilion by the Lions and by Cllr Woods. A quotation had been received for the refurbishment of this equipment.

**Resolved not to approve expenditure of £7202.52 plus VAT for the refurbishment and erection on grass matting of this equipment at Basingbourne Park.**

**Prop: GW**

A discussion was held on whether a protective base was required for this equipment if it was placed in the woods. The clerk advised that it was.

**Resolved to approve expenditure on refurbishment of this item, excluding erection and grass matting.**

**Prop: GW Sec: BS**

**Action: Cllrs Woods and Tilley to investigate the issue of surface protection on play equipment.**

A report was received regarding interest in Basingbourne park from a group who may be willing to litter pick, and from Hart Voluntary Action who are interesting in establishing a community garden on the site.

**Resolved to set up a working group to develop a strategy for Basingbourne Park. Cllr Einchcomb would be the Recreation, Leisure and Amenities member of the**

group and Cllrs Radley, Cllr Butler and Cllr Macallan would be invited to join the working group.

**Action: The clerk to set up a meeting.**

#### **MAR/2011/RLA ITEM 11: CEMETERY**

A revised set of rules and regulations were received about the cemetery. The committee felt that these contained contradictions, and had not been sufficiently simplified.

**Action: Cllr Schofield and the clerk will work together to review these.**

An officer proposal to purchase software to allow mapping of the cemetery was not supported by the committee.

**The committee resolved at 22h30 to set down standing orders that the meeting should finish within 3 hours to allow the meeting to continue.**

#### **MAR/2011/RLA ITEM 12: ANCELL'S FARM COMMUNITY CENTRE**

Two quotations had been received to inset an external door into Ancell's Farm community centre to allow for entrance to the garden from both of the major halls.

A circuitous discussion followed regarding the cost. The clerk advised that the job was not simple in that it involved breaking into the brickwork and resetting it with an interweaving pattern to ensure there was no frost damage. The price of the door was questioned.

No decision was taken about this door.

**Action: Cllr Woods will investigate the building specifications required for the door and to fit the door.**

#### **MAR/2011/RLA ITEM 13: EVENT'S WORKING GROUP**

The committee received a report from Cllr Tilley on the progress made with the events working group. It was reported that permission had been received to use Gurhka Square for a public celebration for the Royal Wedding. However, there was unlikely to be sufficient time before the wedding to arrange a festival. Cllr Tilley reported that the carnival committee was happy to lend their bunting to be hung in Gurhka Square on the day. The committee would like to ensure that an event was put on for the Jubilee.

**Action: The Centre Manager**

The Sport's and Leisure officer will work with The Methodist Church to offer a sporting component to the Royal Wedding celebrations taking place at the church.

**Resolved to invite the Methodist Church to run the event at the Harlington and any sporting event on the Views.**

**Action: The Sport's and Leisure Officer.**

**Resolved to arrange the opening of the new playground at Ancells Farm on the 7<sup>th</sup> May, when the pub would also be holding an event.**

**Prop: GW Sec: ST**

The event’s working group still needs to consider what it wishes to do regarding the opening of the Sculpture Playground at Calthorpe Park. Cllr Tilley reported that a meeting had been arranged to discuss how a Friends of Calthorpe Park might be started up.

Cllr Perthen left the meeting at 11h12 hours.

**MAR/2011/RLA ITEM 14: TOWN CENTRE FLOWERS**

**Resolved to approve 2b as the contractor to provide the town centre flowers. Resolved not to place any baskets in Gurkha Square, but to arrange for a large planter on the pavement outside the Harlington.**

**Action: The Deputy Clerk**

**MAR/2011/RLA ITEM 15: CLERK’S REPORT**

The clerk’s report was received.

There being no further business the meeting closed at 23h22

**The date and time of the next meeting is 7.30 20 April 2011, at the Harlington.**

**Signed.....**

**Date:.....**