

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

**Wednesday 19 October 2011 7.30pm  
The Harlington**

**Councillors**

Paul Einchcomb (Chair), Sue Tilley, Bob Schofield, George Woods, Steve Forster (for part of the meeting).

**Also Present**

Two members of the public from Squirrels pre school (for part of the meeting.)

One member of the public from the Friends of Oakley Park (for part of the meeting.)

Alex Robins – Operations Manager (for part of the meeting.)

Julian Rhodes – Sports and Recreation Officer (for part of the meeting.)

Shar Roselman – Clerk

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

There were apologies from Cllrs Perthen, Chenery and Fisher.

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

There were no declarations of interest.

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

A statement was made by a member of the Squirrels pre-school mentioning that the pre-school was facing several challenges in the existing premises at the Harlington. The council was notified that the pre-school had been in existence for 40 years and operated as a charity, and that it supported children on the risk register. Outside play space at the Harlington was an issue, and was becoming more important in terms of Ofsted regulations. The advantages to their proposal to move to Oakley Park were that they would be offering a provision for pre-schooling within the Pondtail area, which was an area under provisioned with pre-schools. The pre-school wished to know whether there was a timetable for such a move, and whether the Council would be prepared to fund some of the costs of the move.

A second question was raised by a member of The Friends of Oakley Park, in that the notice boards and entry boards into the park were in a poor state. An offer had been received from a member of the Friends of Oakley Park, to refurbish the boards for free, and the Group wished to know whether it had permission to proceed with improvements. The chairman advised that the Council was in the middle of a process to replace all signage, and would have to determine appropriate graphics for signage before replacements could be completed. However, he advised that the person concerned who had made the offer to replace the boards contact the clerk, and that they could together make arrangements to meet at the park to discuss which items can be refurbished.

#### **OCT/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 21 September 2011.**

**Prop: PE Sec: BS**

#### **OCT/2011/RLA ITEM 5: SPORTS AND LEISURE REPORT**

Cllr Einchcomb welcomed Julian Rhodes to the meeting. The Sports and Leisure report was received by the committee, who questioned the amount Safer Hart would be paying for use of the football pitches for the week long events being held during the holidays.

**Action: The clerk will arrange for Richard Denham of Safer Hart to give a presentation on Football in the Community to the committee, at the next meeting.**

**Action: A paper is needed from the Chairman, the clerk and the sports officer, on a proposed charging policy for football fields for the forthcoming year, for inclusion into the budget.**

#### **OCT/2011/RLA ITEM 6: REPORT FROM THE OPERATIONS MANAGER**

A report on recent events was provided by the Operations Manager, showing that the latest Live and Unplugged evening had produced a small profit. It was noted that the forthcoming comedy event was again fully sold out.

**Action: The Operations Manager was asked to include Ancells Farm hires and management in future reports.**

**Resolved to change the order of events to accommodate members of the public.**

**Prop: PE**

#### **OCT/2011/RLA ITEM 8: PAVILION MULTI-USER POLICY**

A pavilion multi-user policy was presented to the committee by Cllr Tilley. The basis for the policy is that Fleet Town Council wishes to make all pavilions multi-user facilities, with none dedicated to one hirer or one use, in order to maximise the use of these assets.

The committee agreed with this policy and felt that it would be useful to have a concept building, with a format for multi-user spaces. Where suppliers had helped to renovate buildings free of charge or with donations, small plaques with their names on could be affixed to the pavilions.

The committee discussed the issue of reclaiming VAT, and agreed that where pavilions were aimed at sporting provision, it would be the grounds that were hired out, rather than the pavilions themselves, which would come free with the hired grounds.

**Resolved to approve the policy, with the following amendments:**

**That the word tenant be altered to hirer.**

**That not-for-profit organisations were clearly defined.**

**That each hire would be based on a hire agreement.**

**That the pavilions should ideally be named after important people in Fleet, rather than based on a name chosen purely by hirers.**

**Prop: ST    Sec: PE**

### **OCT/2011/RLA ITEM 9: REQUEST TO USE OAKLEY PARK PAVILION**

The Committee received a request from Squirrels Pre-school to hire Oakley Park pavilion for their activities. Cllr Schofield stated that having met with Squirrels previously, the Council fully understood the proposal and could see the validity in siting the pre-school in the Pondtail area. However, there were concerns that there should be no perception of treating one pre-school more favourably than any other, in that there were several capital cost items involved in making the premises suitable for use by a pre-school. It was also noted that there were concerns that funding for these capital projects was not available in the budget at this stage and that timing was an issue of considerable importance to the pre-school. It was mentioned that Squirrels may be able to assist with funding the capital projects required and to provide any other help needed to bring the project to fruition.

The Chairman stated that in line with the multi-user policy, the Council would need time to review the pavilion and put together a proposal on what would be required to accommodate such multi-use.

**Action: The chairman to survey the pavilion and put together a proposal for multi-user use.**

### **OCT/2011/RLA ITEM 7: S106 PROJECT PROPOSALS**

A list of proposed capital projects was put forwards to the committee as a wish list, by Cllr Tilley and the clerk along with potential funding sources. It was recognised by the committee that Hart District Council Planning would need such a list to put forwards for future Recreation and Leisure S106/CIL contributions. It was also recognised that there was a need for consultation on the projects wish list, particularly with the Friends of Groups of Calthorpe Park and Basingbourne Park and that meetings with these groups would be needed in the near future.

**After making the following changes, resolved to submit the list to HDC, along with the Leisure Strategy and a write up providing justification for funding each application.**

**Changes to the project wish list:**

**Oakley Park short term projects to be funded through S106**

**A value of £50000 added to the wooded play area in Basingbourne, and a change of funding source to existing S106 funding.**

**The multi age group playground in Calthorpe to be altered to Future S106/Cil funding opportunities.**

**Prop: ST    SEC: BS**

#### **OCT/2011/RLA    ITEM 10: FRIENDS OF ANCELLS FARM REQUEST**

The Friends of Ancells Farm had put in a request to be allowed to plant a large quantity of bulbs in the park. It was recognised that planting bulbs meant that the grass in that area cannot be cut until June to maintain the quality of the bulb.

**Resolved to approve the bulb planting under the following conditions:**

**That the Friends of Ancells Farm consider planting on the banks of the culvert,**

**That bulbs are ideally planted in the area from which the toddler's playground was removed,**

**That bulbs are planted close to trees, but not anywhere where a rotary or gang mower would normally mow the grass.**

**That bulbs should not be planted in areas where long grass will be highly visible from the road, after the bulbs have gone over, but before the grass can be cut.**

#### **OCT/2011/RLA    ITEM 11: APPLICATION FOR USE OF OPEN SPACES**

An application had previously been received from Circus World Entertainers to put on a circus on the Views, but the dates had clashed with the Carnival in 2012. New dates provided by Circus World are 28/6/2012 to 1/7/2012.

**Action: The clerk will investigate the reputation of the entertainment group and will ensure that residents close to the Views are notified of the event.**

Members wished to open the bar at the Harlington, to make it available to the people attending the event.

**Action: The Operations Manager**

**Resolved to approve the event, at a charge of £200 per day, plus a bond of £1000.**

**Prop: BS    Sec: GW**

#### **OCT/2011/RLA    ITEM 12: PREMISES LICENCE**

The committee discussed whether there should be a charge for groups or organisations wishing to make use of the Town Council's Premises Licence. It was noted that there was a cost attached to holding the Licence each year, and that considerable administration was involved in allowing use of the Licence.

**Resolved to approve charging £60 per day for use of the licence.**

**Prop: BS    Sec: PE**

**Action:** The Operations Manager to advise Fleet Festivities of the charges, to arrange for invoicing, and to administer the licence with respect to letters to stall holders, and to obtain signatures from stall holders to show that they had accepted their responsibilities.

### **OCT/2011/RLA ITEM 13: HAMPSHIRE PLAYING FIELDS ASSOCIATION**

The committee discussed the potential benefits of joining the Hampshire Playing Fields Association, which included grant funding opportunities, advice, grounds inspection, and new information on a range of subjects relating to playing fields.

**Resolved to approve joining the Hampshire Playing Fields Association at an annual subscription fee of £60.**

**Prop: PE    Sec: BS**

**Action:** The Sport's Officer to arrange membership.

### **OCT/2011/RLA ITEM 14: LETTERS FROM RESIDENTS**

The committee received a letter of complaint regarding dog fouling on football fields at Calthorpe Park. The Chairman and clerk are already putting together a proposal for notice boards and additional bins. Extra bins and boards instructing people to keep their dogs away from the fields will be provided at the Merrivale end of the park.

**The clerk will speak to the dog warden again, to request a regular patrol for a week.**

The committee also received two letters of congratulations about the Town Centre flowers and the cemetery.

### **OCT/2011/RLA ITEM 15: CLERK'S REPORT**

A report on actions taken by the clerk and delegated expenditure was received by the committee. A query was raised on the flooding of the pavilion at Calthorpe Park during peak rain periods. The existing drain had been cleared, but although water was now draining into the soak-away, during heavy rain it was still draining slowly. The clay base made the soak-way an inefficient means of draining the area, but there did not appear to be any other underground channels to which additional drainage could be linked. It was suggested that the new cycle track would have drainage channels down the side of the track and that potentially a drain could be added, drawing water away from the pavilion to the cycle track culvert.

A further report was received regarding the Remembrance Day ceremony. It was recommended that the Tea/Coffee that will be served at the Harlington after the ceremony be mentioned on the order of service at the Church.

**Action:** The deputy clerk.

**OCT /2011/RLA ITEM 16. OLYMPICS 2012**

The committee discussed the activities the Town Council should undertake with respect to the Olympics in 2012. It was mentioned that the Jubilee festival will contain within it an element of sports, although these would be old fashioned sports such as three legged races, and egg and spoon races. The committee discussed inviting junior schools to become involved in an interschool sports day. It was recognised that this would have to take place just before the end of the Summer Term. There may also be a possibility of inviting the Friends of Groups to hold one or more inter-sports days.

Action: The sports and recreation officer to discuss with junior schools in Fleet their interest in taking part in an inter school sporting event, either at one of the parks, or at a school who may be willing to host such an event.

**Resolved to approve the hire of a big screen TV in the Harlington during the two weeks of the Olympics, and the serving of Olympic related meals during this period.**

Action: The operations manager.

**OCT /2011/RLA ITEM 17. CONFIDENTIAL ITEMS**

The committee resolved that, in terms of the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public Section 1(2), by reason of the item referring to an individual/s and to confidential information, the Public and Press would be excluded from the following items on the agenda.

Prop: PE

**OCT/2011/RLA ITEM 18. CONDITIONS OF LEASE**

The committee discussed a condition of the lease regarding the Fleet Football Club.

There being no further business the meeting closed at 11h28.

**The date and time of the next meeting is 7.30, 16 November 2011 at the Harlington.**

Signed.....

Date:.....