



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

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

**Wednesday 16 September 2015 at 7pm
The Harlington**

All Committee members are summoned to attend

To: Cllrs P Einchcomb (Chairman) S Cante, D Gotel, K Jasper, A Oliver, B Schofield,
R Woods , J Wright

Signed:

Janet Stanton
Town Clerk

Date: 10 September 2015

A G E N D A

ITEM 1 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

ITEM 2 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.

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

To receive questions and statements from members of the public.

- ITEM 4 MINUTES OF PREVIOUS MEETING**
To receive and approve as a correct record the minutes of the RLA Committee held on 17 June 2015 –copy attached

Part 1 – ITEMS FOR DECISION

- ITEM 5 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.

- ITEM 6 FACILITIES AND OPEN SPACES MANAGER 'S REPORT**
To note the Facilities Officer's Report – copy attached

RECOMMENDATION

To note the report of the Facilities and Open Spaces Manager

- ITEM 7 CEMETERY OFFICER'S REPORT**
To note the Cemetery Officer's Report – copy attached

RECOMMENDATION

- a) To approve rules and regulations for grave diggers and stone masons
- b) To recommend the central shelter project proceeds at a cost of £2,000 (£200 + £550 + £1250) - cost code 350 4943 Upgrade of hut
- c) That the lawn cemetery (area identified previously) be re-turfed at a cost of £1027.80 plus VAT - cost code 350 4202 Additional Grounds Maintenance

- ITEM 8 GARDEN OF REMEMBRANCE UPDATE**

To receive an update from the Cemetery Working Group and receive the revised draft drawings which will be available for circulation at the meeting

RECOMMENDATION

That the Cemetery Working Party is authorised to progress the first phase of this project to the next stage.

- ITEM 9 CALTHORPE PARK LANDSCAPE PROPOSAL UPDATE**
To receive a verbal report based on the Working Group Meeting held prior to this RLA Committee Meeting.

RECOMMENDATION

To take the Members' further instructions

ITEM 10 THE VIEWS SENSORY GARDEN UPDATE

To receive an update from the Sensory Garden Working Group and to receive the revised layouts for the Sensory Trail.

RECOMMENDATION

To agree the next stage and timescale for completion of the project

ITEM 11 FLEET FUTURE / FLEET TOWN COUNCIL OPEN DAY

Fleet Future/FTC will be holding their annual Open Day on Saturday 31 October, 2015 at The Harlington. This will be an opportunity for Fleet Town Council to display and consult with the public on projects the council is currently working on. These will include The New Harlington, Neighbourhood Plan, proposals for Calthorpe Park, the Garden of Remembrance and The Views

Members are asked to consider and agree the items to be displayed for the Calthorpe Park Overall Design, The Garden of Remembrance, The Sensory Garden and the Harlington Development Working Group. Members from the relevant Working Groups will need to be available on the day to discuss the projects.

RECOMMENDATION

1. To agree the contents to be displayed for:
 - a) The Sensory Garden
 - b) the Garden of Remembrance
 - c) the Calthorpe Park Overall Design
 - d) Harlington Development Working

2. That members of the following Working Groups submit availability to the Town Clerk by 12 October to man the display on 31 October between 9am and 4pm:
 - a) The Views Sensory Garden
 - b) The Garden of Remembrance
 - c) The Calthorpe Park Overall design
 - d) Harlington Development

(The Neighbourhood Plan Working Group members will be asked to provide the same information)

Part 2 – ITEMS TO NOTE

ITEM 12 TENNIS REPORT

To note a report on the new online booking system

ITEM 13 TOWN CLERK REPORT

To note any last minute update report from the Town Clerk since the publication of the agenda

ITEM 14 DATE AND TIME OF NEXT MEETING

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