

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

**Wednesday 17 November 2010 7.30pm
Harlington Centre**

Councillors

Paul Einchcomb, (Chair) George Woods, Robert Schofield, Sue Fisher Helen Perthen.

Also Present

Shar Roselman – Clerk
2 members of the public
Cllr Forster (for the first hour)

NOV /2010/RLA ITEM 1: APOLOGIES FOR ABSENCE

There were apologies from Cllr Tilley, who was on holiday.

NOV/2010/RLA ITEM 2: DECLARATIONS OF INTEREST

Members were asked to declare any interests they may have in the items under consideration at the meeting and the nature of those interest.
Personal interests declared by councillors were to the effect that they and their families were all users of the parks.

NOV/2010/RLA ITEM 3: PUBLIC SESSION

There were no questions raised at this meeting.

NOV/2010/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 20 October 2010.

NOV/2010/RLA ITEM 5: THE HARLINTON

A presentation on the Harlington was given by the centre manager, outlining the schemes proposed by the designer to refurbish the coffee shop area.

The council raised the following points:

That there was a need to establish a brand identify which could in turn be moved as goodwill along with the coffee shop business to a new facility, should this opportunity arise.

Whether there was a possibility of getting an outside company to run the café.

It was important that the Gurkha exhibition be treated with respect within any proposals. The centre manager explained that the designer had incorporated this into a series of display cabinet.

A concern was raised that in spending capital on the coffee shop, but not on the halls, that the hall hire facilities would not measure up to client expectations. The clerk explained that if there was any possibility of getting funding, it would be for stage equipment, lighting, and retractable stairs in the main hall.

The figures presented by the centre manager showed a payback period of three years for the coffee shop on capital expenditure.

There was a concern raised regarding the marginal increase per head on class attendees.

It was pointed out that the projections were very conservative.

A decision was delayed until next month and it was suggested that a formal proposal be presented at the next meeting showing how each element of capital expenditure will result in projected incomes.

NOV/2010/RLA ITEM 6: CAPITAL WORKS PROJECTS

Cllr Schofield explained that a windfall of £113000 from s106 funds would become available to Fleet Town Council for projects that fell within the scope required. The Town Council is currently awaiting a response from Hart District Council as to whether the Harlington scheme would fall within the scope of this project.

It was anticipated that there may also be an additional surplus from Fleet Special Expenses although the amount will be less than £20000.

The Policy and Finance Committee had resolved that at year end £50000 would go into general reserves as a working capital balance, to fund risk.

It was recognised that while the RLA committee had previously decided that Ancells Farm play equipment, The Harlington Coffee Shop, A feasibility study on the views, the Cemetery and signage were priorities, they recognised that a feasibility study might be funded through the new Town Centre Plans and that some signage may be provided on a 50/50 cost split with Hampshire County Council for signs into the Town.

The Calthorpe Park scheme will also have to be funded from the available £113000 funds, but the scheme can be scaled down to a lower figure. **Action: Cllr Einchcomb and the clerk.**

The new resolution for a priority rating therefore was:

1. Drainage at the cemetery. Approximately £5000. To be funded this year.
2. Ancells Farm. Funded from S106 money, reserves or other sources.
3. Harlington scheme. Funded from S106 if within the remit of this funding, or a scaled down version which could be met from earmarked reserves.
4. Website. This is a P & F item, but the council discussed funding it this year. This will be dependent on the quotations. **Councillors who had previously sourced consultants were asked to communicate these to the office.**

NOV/2010/RLA ITEM 7: ANCELLS FARM PLAY EQUIPMENT

A scheme to move the Ancells toddler playground next to the junior playground and to refurbish all the equipment was discussed. The clerk advised that the cost of this was around £19000. Local residents had commented that the current arrangement of having the playgrounds so far apart was difficult when managing a family of varying ages.

The community had offered to create a flower bed on the previous site of the junior playground if this scheme was implemented. There was potential for a 'Friends of Ancells Park' to be formed, and initiatives from the community to develop this had already started.

Cllr Einchcomb advised that there was a possibility the Playbuilder fund for Ancells had been reinstated. However, owing to a delay in receiving the information from Hart District Council, the Town Council had only been advised of the details 2 days before the date of submission. It should be recognised that this scheme of Playbuilder will only apply to older children aged 8 and upwards. **The clerk will investigate whether it might be possible to still apply for this funding and will submit a design brief.**

NOV/2010/RLA ITEM 8: HALL SPACE UTILIZATION

The committee received two proposals on hall space utilization. One involved moving Squirrels into the gym and the Church Crookham Parish office and the Fleet Town Council into the Gurkha room, the other moving the office into the gym and creating two flexible meeting rooms.

Resolved to establish whether Squirrels would sign a five year lease if they moved to the gym, and to investigate whether the podiatrist would be willing to relocate her consulting room space. Action: The clerk.

NOV/2010/RLA ITEM 9: CEMETERY

The committee received two complaints regarding the cemetery. It was discussed whether a contractor should be brought in to improve the ground maintenance.

Resolved to accept the proposals for tidying up the cemetery and for tree surgery in the report and to bring in a grab lorry for removal of waste.

The question of refurbishing the toilet was discussed.

Resolved that, on the issue of the shattered gravestone, the contractor who stabilized the memorial headstones would be asked to give a report on ground stability, and the parishioner would be advised accordingly.

It was noted that the Town Council have an obligation to ensure that headstones do not constitute a safety hazard for the public, but that the obligation for grave maintenance lies with the next of kin of grave owners.

The issue of pinning up notices about headstones due to be laid flat was discussed, and it was established that where no contact details for next of kin existed this was the only way to communicate with the public about the need to lay unstable headstones flat.

At 10.30 the council resolved to suspend standing orders to allow the meeting to continue and altered the order of the agenda items in order to release the centre manager.

NOV/2010/RLA ITEM 13: LOGO

Logos were presented for the Harlington and the Town Council.

It was resolved to adopt the Harlington logo within a variety of colours for different functions.

The committee proposed that two Town Council logos go forward for further work.

Cllr Perthen left the meeting.

NOV/2010/RLA ITEM 12: HIRE RATES

The working group on hire rates will meet on Tuesday 4th December at 4 pm in order for the rates to be finalised before the next full council meeting. Ancells rate are to be included in this discussion.

NOV/2010/RLA ITEM 11: INSURANCE

Resolved not to approve the insurance claim on the Point.

The clerk advised that a letter had been sent to John Elson at Hart District Council regarding the conditions of the Transfer Order in relation to insurance.

NOV/2010/RLA ITEM 14: PARKING AT CALTHORPE PARK

The committee discussed the ongoing matter of builders parking at Calthorpe Park. The clerk reported that she had spoken to the foreman on site, who had indicated that he had no control over where sub-contractors parked. There had been some minor improvement in that handicapped spaces were no longer being used, but other parking spaces were constantly full. As a result of the parking the council were losing tennis bookings.

Resolved to write to the directors of the construction company with a copy to Sentinel and to Hampshire County Council.

Action: The clerk.

NOV/2010/RLA ITEM 15: FLEET HALF MARATHON

Resolved to approve the use of Calthorpe Park for the Fleet Half Marathon provided the proper risk assessment documents and public liability insurance were provided.

NOV/2010/RLA ITEM 16: SPORTS

The committee were advised that a new Sport's Officer had been appointed and that she would be starting on 1 December 2010.

NOV/2010/RLA ITEM 17: EMERGENCY AND OTHER REPAIRS REPORT

The committee noted the report.

NOV/2010/RLA ITEM 18: SAFETY ISSUES

The committee noted the report on safety issues at the Harlington and other sites.

NOV/2010/RLA ITEM 10: CANAL FENCE HOLLAND GARDENS

The newly replaced fence at Holland Gardens has been vandalised. Some residents had attempted to repair the vandalism. Cllr Einchcomb reported that a footpath had been cleared and it was now the established route for access to the canal.

Resolved to write a letter to residents in the area asking for feedback and comments on the fence and explaining why it had been repaired.

Action: Cllr Fisher/The Clerk.

There being no further business
the meeting closed at 23h40

The date and time of the next meeting is 7.00 pm 15 December 2010, at the Harlington.

Signed.....

Date:.....