



## **FLEET TOWN COUNCIL**

### **MINUTES OF THE RECREATION, LEISURE AND AMENITIES COMMITTEE**

**Wednesday 15 October 2014  
The Harlington**

#### **PRESENT**

##### **Councillors:**

Paul Einchcomb (Chairman)  
Steve Cantle  
Steve Forster  
Dennis Gotel  
Alan Oliver  
Bob Schofield  
Jonathan Wright

#### **Also Present**

Janet Stanton-Town Clerk  
Alex Robins-General Manager The Harlington  
Deborah Kirby-Facilities Officer  
Sian Taylor-Cemetery Clerk  
Sheila Rayner-Committee Clerk

Mike Bye Friends of Oakley Park  
Dave Harrison Friends of Basingbourne

#### **ITEM 1 APOLOGIES**

Apologies for absence were received from Cllrs Chenery and Woods

#### **ITEM 2 DECLARATIONS OF INTEREST**

Cllr Einchcomb Item 8 and 10 Basingbourne Pavilion  
Cllr Wright Item 6 Ancells Farm Play Equipment

#### **ITEM 3 QUESTIONS FROM THE PUBLIC**

There were no questions from the public

#### **ITEM 4 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 16 July 2014, were approved and signed by the Chairman

In answer to a question it was confirmed that the cost of tiered and used tiered seating be researched (item 6)

## **ITEM 5 THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE**

The General Manager of The Harlington presented a report on the events, hiring and operational activities of the Harlington and Ancells Farm Community Centre. There was a detailed discussion on levels of income and expenditure and it was explained that variances reflected adjustments to budgeted and target figures depending on ticket sales. For example, lower than expected ticket sales were matched with lower expenditure by reducing staff costs. Hall hire income was under budget due to a range of contributing factors, in particular the delay in starting work to form a dance studio. Gas, electricity and building maintenance costs had also been higher than predicted

The coffee shop was making a loss on budget but was expected to make an actual small profit by the year end though there was general agreement that the coffee shop was under-performing. It was noted that discussions were outstanding regarding FTC's revised staff structure and if following these it was appropriate, enquiries could be made to see if there was a continuing interest from Churches Together

Following debate it was

### **RESOLVED**

That the General Manager's report be noted

## **ITEM 6 ANCELLS FARM PLAY EQUIPMENT**

It was reported that The Friends of Ancells Farm had successfully raised funds to purchase a flat seat swing and basket ball hoop and were now requesting assistance from FTC to meet the £1050 cost of installation.

### **RESOLVED**

FTC to meet the cost of installation in the sum of £1050 to be funded from the FTC playground maintenance budget 208-4230

## **ITEM 7 CEMETERY REPORT**

The Cemetery Clerk presented a comprehensive report on issues relating to the cemetery. There was discussion about the matters raised, in particular, memorial stability testing, improvement to grounds maintenance, traditional and lawned sections and a tablet memorial design.

Following detailed explanations from the Cemetery Clerk and careful consideration it was

### **RESOLVED**

- 1) A risk assessment be carried out on each of the memorials which had failed the topple test in order to place them in order of priority to be dealt with.
- 2) A letter be written to each of the owners of the failed memorials
- 3) That the stonemasons be contacted regarding repairing the affected memorials in the lawned area under the 6 year rule
- 4) A new FTC budget head be created in the sum of £5000. The funding will come from the underspend on 350-4200 Cemetery Ground Maintenance and 350-4943 Upgrade of Hut

- 5) To carry out tree work along the boundary from the main gate to the lawn
- 6) cemetery to be funded from the Open Spaces budget 301-4205 open spaces tree surgery
- 7) That a quote be obtained to make the area serviceable by removing the mound near the toilet block and planting it with suitable plants to prevent further dumping and improve the area for the nearby grave owners.
- 8) To approve the proposed new design memorial tablet for ashes plots in the new area with a standard drawing showing that this is the only acceptable design
- 9) A lawn section be marked out ready for immediate use on the new area
- 10) Concrete beams to not be provided as this encourages inadequate fixing of memorials

#### **ITEM 8 BASINGBOURNE PAVILION ROOF**

The Facilities Officer presented a report regarding the options to replace the roof at Basingbourne Pavilion. Members discussed the options of a flat or pitched roof replacement , particularly in the light of a possible new pavilion

Members were pleased to note that the football pitches and pavilion were very well used and after careful consideration

#### **RESOLVED**

- 1) That Company A be appointed to supply and fix steel supports to achieve a fall of approx. 5 degrees to the roof area with a coated steel roof sheeting in the sum of £ 9,588 plus £960 contingency, funded from earmarked reserves 900-9006 Park Improvements
- 2) That the officers investigate a more long term solution with a view to providing a new pavilion building in all the FTC- owned parks.

#### **ITEM 9 KEY HOLDING AND ALARM RESPONSE SERVICE**

The members considered a report regarding the possibility of providing a formal arrangement for a key holding and alarm response service. Following discussion it was

#### **RESOLVED**

To appoint the cheapest company initially for 1 year, with an annual premium and call-out charge, to be funded from Budget 4207- Fire and Intruder systems

#### **ITEM 10 SOLAR PANELS ON BASINGBOURNE PAVILION**

The members considered a report regarding the possibility of including solar panels on the new Basingbourne pavilion roof and more generally on FTC buildings. Following discussion it was

#### **RESOLVED**

That solar panels are not included on the new Basingbourne Pavilion roof but the Council consider use of solar panels on any future new buildings

#### **ITEM 11 BASINGBOURNE FOOTPATHS**

The members noted that the tenders for Basingbourne footpath was due to be returned on 3 November 2014 with a view to proceeding immediately thereafter.

**ITEM 12      FACILITIES OFFICER’S REPORT**

The members received the Facilities Officer update report on a range of matters. In answer to a question it was confirmed that the tree survey already carried out was limited to an ecological survey.

During discussion it was agreed that the officers should ask HCC to investigate and deal with the safety issues between cyclists and pedestrians at the blind corner near the scout hut in Calthorpe Park

Members noted the report

**ITEM 13      REPORT OF THE TOWN CLERK**

The members received an update report from the Town Clerk on a range of matters. During discussion the following was noted :

- Cllr Wheale had arranged a meeting with HCC officers to discuss the flooding at Calthorpe Park pavilion which had occurred as a result of the cycleway works
- Cllr Schofield referred to issues regarding land transfer documentation from HDC
- The empty bin storage area was to be let to the Food Bank for a period of 6 months
- Cllr Einchcomb had collected a plaque for floral displays in Fleet Road from the organisers of Fleet and Church Crookham in Bloom.
- FTC may wish to secure representation at the Cricket Club as part of the lease renewal process
- The representative of Friends of Oakley Park was congratulated on the award of Champion of Champions at South and South East in Bloom

**ITEM 14      DATE AND TIME OF NEXT MEETING**

The next meeting will be held on Wednesday 21 January 2015 at **7pm** at The Harlington

There being no further business the meeting closed at 9.20 pm

**Signed**.....

**Date**.....

**Chairman**