

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

**Wednesday 11 May 2011 7.30pm
The Harlington.**

Councillors

Paul Einchcomb (Chair), Sue Tilley, Bob Schofield, Sue Fisher.

Also Present-

3 Members of the public from Friends of Groups

Cllr Ung (Church Crookham Parish)

Cllr Butler (Church Crookham Parish)

An officer from Hart Voluntary Action

Alex Robins – Operations Manager

Lucy Campbell – Sport's and Leisure Officer

Shar Roselman – Clerk

MAY /2011/RLA ITEM 1: APOLOGIES FOR ABSENCE

There were apologies from Cllr Woods and Cllr Perthen.

MAY/2011/RLA ITEM 2: DECLARATIONS OF INTEREST

There were no declarations of interest.

APRIL/2011/RLA ITEM 3: PUBLIC SESSION

A statement was made by a member of the newly formed Friends of Calthorpe Park. The speaker, Claire Powell, mentioned that, having attended the Basingbourne Strategy Meeting with Fleet and Church Crookham Councils, the Friends of Calthorpe Park were moving forward with a public meeting on 7th June at 7.30 pm, whereby they would like to draw ideas from a spectrum of residents including all representative age groups. The group were keen to develop their own perspective of the needs of the community, and would like to be consulted by Fleet Town Council on development within the park.

MAY/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 20th April 2011.

Prop: S. F Sec: BS

MAY/2011/RLA ITEM 5: FRIENDS OF OAKLEY PARK

A presentation was made by the Friends of Oakley Park, who mentioned that the organisation had entered the Neighbourhood Component of the South and South East in Bloom Competition. The Friends of Oakley Park have two requests of the Fleet Town Council:

1. They would like a new notice board at the Kings Road entrance to the Park and a replacement of the notice board at the Albany Road Entrance.
2. They have requested an amount of £2521 from the Town Council to develop a new planted area in Oakley Park filled with native plants and plants that attract wildlife. This area would be composted, mulched with bark, and fenced with low level fencing.

The chairman outlined the current investigation by Cllr Tilley into street furniture in all the Town Council Parks, and stated that new purchases will be forthcoming on a rolling basis.

Councillor Schofield explained that grants are funded through the Policy and Finance Committee. However, there is a possibility of applying for a bio-diversity matched funding grant from HCC.

Resolved to approve the clerk making an application for such a grant, including labour provided by the Friends of Oakley Park. Additional funding to provide the match funding element should then be sought by the Friends of Oakley Park as Grant Funding from the Town Council through the Policy and Finance Committee.

Prop: BS Sec: PE

Action: The clerk

MAY/2011/RLA ITEM 6: BASINGBOURNE PARK STRATEGY WORKING GROUP

The committee received notes of the first Basingbourne Park Strategy Working Group and was heartened to hear about the formation of a Friends of Group for this park.

A presentation was given by Hart Voluntary Action, on a proposal to use the Basingbourne Pavilion as a primary tenant to continue their working in the garden project with disabled people. Guy Clayton of Hart Voluntary Action spelled out the details of a four phase project:

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| Phase 1 | To clean the interior and use as an indoor workshop and to store garden machine for a project involving disabled individuals. |
| Phase 2 | To establish a poly tunnel in which to make a vegetable garden at the back of the pavilion. |
| Phase 3 | To use the pavilion as a Market Stall to sell vegetables to the public |
| Phase 4 | To offer a coffee shop facility at the pavilion. |

The use of the pavilion by Hart Voluntary Action as a primary tenant in no way prevented other interested parties from using the pavilion, such as the Football teams who would require toilet facilities, and might require changing facilities, and the Friends of Basingbourne Park, who could use the centre for coffees, meetings, etc.

The pavilion is currently derelict and requires some upgrading for immediate use. This would include an amount of £3940 for electrical and internal refurbishment, £593 for

guttering, approximately £1500 for window screening, and £550 for interior and exterior painting, altogether totalling £6600 for making the pavilion ready for use.

The Committee regarded this project favourably.

A piece of play equipment from Ancells Farm has now been refurbished. Costs to install this with grass matting are £5191. This unit would form the centre piece of a playground for ages 7-10, to complement the existing playground for ages 2 – 6.

Resolved to apply to Hart District Council for S106 funding for both these projects, with the caveat that these applications fall under existing S106 regulations.

Prop: BS Sec: PE

The clerk to meet with Daryl Phillips to explore this issue, and if appropriate, to go ahead with the S106 application.

MAY/2011/RLA ITEM 7: LOTTERY GRANT FUNDING

The clerk reported that a pre-application bid had been made to the Heritage Lottery Fund for the Parks for People Grant. A reply was still awaited from the Lottery Fund, and the clerk was hopeful that this reply could be taken to the Annual General Meeting. It was mentioned that should the response from the Lottery Fund be favourable, Council would need to come to a decision about going ahead with the bid which was due in August, because it would involve the costs of bringing in a consultant to assist in obtaining evidence of need, developing the bid, and managing the project.

MAY/2011/RLA ITEM 8: THE HARLINGTON

The report on the Harlington was noted and the reasons for the cancellation of the Samtana Tribute Band were discussed. The Operations Manager indicated that the strategy for the next year involved maximising the use of the main hall, through events and ticket sales, and catering and bar sales for such events. A programme of promotion had been developed to carry this strategy forwards.

Members of the committee asked that promotional material be placed on chairs during mass events, including use of the hall by groups such as U3A, and to consider pamphleting the station to capture those residents who currently did not make use of the Harlington. The Operations Manager stated that he intended using the Carnival to promote the Harlington. The chair noted that it was important that the Sporting Events arranged by the Sport's and Development manager were also included in the "What's on" guide.

Telephone card sales were likely to become an important issue in the future. At present the card system functions only on the Chip and Pin system with individual present inserting their Pin into the card. This protection is not possible with telephone sales, but the Operations Manager had developed a procedure for telephone sales which would overcome most of the risk attached to such business.

Resolved to approve the use of the card system by telephone.

Prop: PE Sec: S. F

The community payback scheme, who had been painting the Harlington for free, had now approached the Operations Manager, indicating that donations of £65 per visit would now be requested. Organisations that chose not to make such donations would find that they were no longer at the top of the list of activities conducted by the pay back team.

The committee discussed whether it was legal for the community pay back team to make such charged.

Resolved to approve making payment for sufficient visits to complete the painting of the Harlington and Ancells Farm, but only if the Town Council could be invoiced for these services.

Prop: PE Sec: BS

The clerk to make contact with the Community Payback Scheme.

MAY/2011/RLA ITEM 9: SPORT'S AND LEISURE REPORT

The committee received a report from the sport and leisure officer, showing the programme for the May Half Term. It was reported that the Sport's and Leisure Officer was working on the summer programme which would also include some adult activities. The use of volunteers was discussed, and it was noted that where volunteers were introduced the Council's insurance company would have to be notified, and there may be some additional charge. Long term volunteers would have to undertake CRB checks. The Sport's and Leisure Officer reported that contact had been made with Sentinel Housing, in relation to the "Get With" programme. Although their summer programme had already been set up in Fleet in Courtmoor School, there were opportunities for children to attend some activities in the Sport's Officer's programme free of charge, and for the Sport's Officer to contribute to their programme. Following the summer holidays, an after school programme was currently being considered as a provision for local under-privileged children, which would be run by the Sport's Officer at the Harlington. In principal, the committee supported the work the Sport's Officer planned with children from affordable housing estates.

The Sport's and Leisure Officer was asked to investigate whether there was an opportunity to develop a skate park event for the summer.

The Sport's Officer will become extensively involved in the festivities programme currently in the planning stages, with various bodies being invited to participate in the Jubilee next year. The Jubilee celebrations are being planned as a four day event, from 2 – 4 June 2012, with one day being devoted to the carnival, another to a fair/fete, a third to an Olympic celebration, and the fourth to a Street Party. The Sport's Officer has been asked to co-ordinate the Sport's Day festivities.

Action: The Sport's and Leisure Officer

The Sport's and Leisure Officer has opened discussions with the Archery Club, regarding a possible move.

To avoid casual tennis players having to make two trips to the Harlington it was recommended that a number lock system be added to the Tennis Courts.

Resolved to approve expenditure of £83.70 on number locks for the tennis court.

Prop: PE Sec: BS

Resolved to delegate spending authority to the Sport's and Leisure Officer, with approval from the clerk for Equipment Maintenance, Promotional Materials, and Sport's Development, providing these expenses are within budget.

Prop: PE Sec: BS

MAY/2011/RLA ITEM 10: EVENTS WORKING GROUP

The official opening of the new Ancells Farm Junior Playground went well, and was aided by combining with the Pub on site to provide an excellent day for all. A concern was raised about the Pub owners making use of Town Council land without permission, or insurance. Cllr Woods was requested, in his absence, to have a word with the landlord.

The clerk informed the committee that the new sculpture toddler playground had now been erected at Calthorpe Park. However, the park was large, and the playground was very small against the backdrop of swathes of grass. The clerk had therefore made arrangements for an oak tree, which is due to be cut down to allow for the pedestrian crossing, to be cut up and placed around the playground as a set of raised steps and a 9 foot log, for informal play. The playground would benefit from having a number of picnic tables and chairs placed around it, to turn the area into a picnic spot for young families. A different type of park opening event was planned, possibly taking place during the working week, where playschools in the area and children from the All Saints infant school will be invited to have a picnic at the park. The official opening should therefore be delayed until after the pedestrian crossing has been put in place.

MAY/2011/RLA ITEM 11: STREET FURNITURE

Cllr Tilley had kindly completed an audit of thirty benches in Fleet. These benches currently belong to Hart District Council.

Resolved to write to Hart District Council to advise them that Fleet Town Council is willing to adopt all but four of the benches, which are in a poor state of repair. If Hart District Council would like to repair the four benches at 94 Fleet Road, outside of Starbucks in Fleet Road, the corner of Glen Road and Crookham Road, and the junction of Avenue Road and Church Road, and to remove the single metal end which is all that remains of a bench outside the Oaksheaf in Reading Road North, then Fleet Town Council is willing to adopt these benches/venues for benches as well.

Prop: BS Sec: ST

Cllr Woods had been offered concrete benches from the Pub at Ancells Farm. The committee agreed that these should be moved to the Junior Playground area.

The clerk to arrange for this to take place.

Resolved to approve that the standard for future bench purchases will be the Standard Seat with Backrest at £266.20 exclusive of VAT from Sustainable Recycled Benches and Seat.

Prop: BS Sec: ST

MAY/2011/RLA ITEM 12: CEMETERY MAINTENANCE

Fleet Town Council has received a request for continuance of the Community Payback Scheme’s work in the cemetery for the forthcoming year. Last year Fleet Town Council paid £2000 per annum for a twice a month visit by the Payback Team.

Resolved that Fleet Town Council will agree to contribute for half the year at a rate of £1000, and will reconsider the matter when the Ground Maintenance Tenders are returned.

Prop: BS Sec: PE

The clerk’s report was received.

There being no further business the meeting closed at 22h45.

The date and time of the next meeting is 7.30 15th June 2011, at the Harlington.

Signed.....

Date:.....