



FLEET TOWN COUNCIL

MINUTES OF THE RECREATION, LEISURE AND AMENITIES COMMITTEE

**Wednesday 16 March 2016
The Harlington**

PRESENT

Councillors:

Paul Einchcomb (Chairman)
Steve Cattle
Denis Gotel
Kathy Jasper
Bob Schofield
Jonathan Wright

Also Present

Janet Stanton-Town Clerk
Alex Robins-General Manager , The Harlington
Ben Crane-Facilities and Open Spaces Manager
Mary Williams-Food and Beverage Manager
Sian Taylor-Cemetery Clerk
Sheila Rayner-Committee Clerk

Mike Bye-Friends of Oakley Park
Dave Harrison -Friends of Basingbourne Park

RLA Mar 16 ITEM 1 APOLOGIES

There was an apology for absence from Cllr Oliver

RLA Mar 16 ITEM 2 DECLARATIONS OF INTEREST

Cllr Cattle-Item 7 Sports and Games in Fleet-Chairman of Fleet FC
Cllr Wright-Item 12 Ancells Park Fun Day

RLA Mar 16 ITEM 3 QUESTIONS FROM THE PUBLIC

In answer to questions from Dave Harrison, Friends of Basingbourne, it was confirmed that the report was still awaited on the treatment of the ditch and that feedback on the draft Development Plan for Basingbourne would now be dealt with as the comments of the Council's Grounds Maintenance contractor had been received

RLA Mar 16 ITEM 4 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on Wednesday 16 December 2015, were approved and signed by the Chairman

RLA Mar 16 ITEM 5 THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT

The General Manager of the Harlington presented his report covering the quarter December 2015-February 2016

Members discussed various aspects of the report including:

- Production and income costs for the Aladdin pantomime ,very similar to the previous years outturn
- The across the board average 64% capacity audience at the pantomime
- The very high sales achieved in the post-Christmas programme
- An acknowledgement that some shows had not sold well enough including Magician and Children's Comedy shows

RESOLVED

That the report of General Manager be noted

RLA Mar 16 TEM 6 THE COFFEE SHOP

The General Manager and Food and Beverage Manager presented a report on their vision for improving the performance of the coffee shop.

The report reminded members that the coffee shop had historically struggled to break even and the report contained some ideas and proposals on how this could be addressed,

Discussion covered a range of areas including 'image' which members wished to see improved as economically as possible to bring a brighter, cleaner feel to the general environment , but did not want the use of mismatched furniture.

It was acknowledged that the existing carpet was very unattractive and that the fabric covered chairs were almost impossible to keep clean

It was noted from the sales data that had been provided that the average spend was very low (in the region of £1.50) per person. This suggested that sandwiches and cakes were not being 'sold' to customers buying drinks and this was an area for improvement. There was a need for all coffee shop staff to upsell in order to increase income

Another community coffee shop was cited which displayed the posters of community groups who used the coffee shop creating a more vibrant community space.

Members discussed the optimum opening times and staffing in terms of levels and enthusiasm. A greater emphasis needed to be placed on 'offering' food etc particularly also when bookings were made for use of the Harlington.

In summary the report suggested

- Continuation of the trial layout of the counter area
- More pre-preparation of food
- Reduction in associated staff costs
- Speedier service by less staff
- DMs assisting at peak times
- Improved sandwich and baguette fillings
- Buying in of high quality cakes

Members asked for an example of more up-to-date time zone percentage figures to be circulated so that the impact of some changes that had already been made could be assessed

The following measures were noted

- a) From Easter the standard opening hours should be 9am-3pm Mon-Sat
- b) During term times this should be extended to 5pm on Weds and Thurs.
- c) The last hour of each day should focus on pre-preparation
- d) Supply of newspapers should be discontinued
- e) Inexpensive flowers should be placed on tables
- f) Chairs needed to be kept as clean as possible
- g) Staff needed to improve the sales pitch and the welcome and to upsell to customers

RESOLVED

That the vision be accepted as a working document

RLA Mar 16 ITEM 7 SPORTS AND GAMES IN FLEET

Cllr Cantle reported on the implications of the provision of football pitches at the new Hart Leisure Centre and the possible reduction in demand for the FTC park pitches and the subsequent potential loss of income.

Cllr Cantle linked this to the opportunity this provided for FTC to consider offering sports and games in Fleet that would not be included in the new Leisure Centre and for facilities that were not already provided in Fleet. This would maintain income for FTC and ensure the continued use of the parks.

An example was the possible replacement of the pavilion at Calthorpe Park to give a multi-purpose facility and the opportunity to benefit from an FA grant which was currently prioritising ladies football development. This possibility had been outlined in the Calthorpe Park Development Plan

It was suggested therefore that there could be an opportunity to enhance revenue generation and provide enhanced facilities for sports and games for the people of Fleet.

Members commented on the historic demand for hockey, rugby, running track facilities and a report prepared several years ago by HDC on sports provision generally.

Members supported the establishment of a Sports and Games Working Group to meet with existing providers, the Leisure Centre managers and other interested parties and to formulate some proposals.

RESOLVED

To approve the establishment of a Sports and Games Working Group comprising Cllr Cantle, Schofield and Wright.

RLA Mar 16 ITEM 8 FACILITIES AND OPEN SPACES MANAGER'S REPORT

The members received and considered the report of the Facilities and Open Spaces Manager.

The report dealt with a range of matters that had been dealt with since the last meeting.

Specifically members discussed:

- The sink hole investigated by TWA had not revealed any underground activity. The Grounds Maintenance team has carried out repairs but left the barriers in place whilst the situation is kept under review
- The tractor ruts in Ancells reported by Cllr Wright will be dealt with
- It was suggested that the circuits be checked where light bulbs are not lasting prior to installing LED lighting at Ancells Farm Community Centre
- The water penetration problem at Calthorpe Park Pavilion will be kept under review
- HDC will be invoiced for tree work in Oakley Park

RESOLVED

That the report be noted

RLA Mar 16 ITEM 9 CEMETERY OFFICER'S REPORT

The report of the Cemetery Officer was presented on the progress of the various works that had been agreed

Members discussed the use of Church graveyards which generally were not well maintained but were cheaper than local authority cemeteries.

Members were pleased to note the appearance of the re-turfed areas of the cemetery and requested that these be watered and fed by the grounds maintenance contractor

It was noted that a complaint had been received and was being investigated regarding the burial fees charged to non-Fleet residents

RESOLVED

That the report of the Cemetery Officer be noted

RLA Mar 16 ITEM 10 GENERAL POWER OF COMPETENCE

Members were reminded the Council on 2 March 2016 had asked the RLA Committee of the extent to which it wished to develop a policy to make use of the General Power of Competence which allowed FTC to take any action providing that it is legal.

Members recognised that this could provide opportunities, for example to work with others to provide commercial events etc. and agreed that such opportunities should be kept under review.

It was suggested that the P&F Committee should be informed of the RLA's view to keep opportunities under review and that P & F Committee be asked to approve a possible framework document

RLA Mar 16 ITEM 11 REPORT OF THE TOWN CLERK

The Town Clerk's Report was presented and the following aspects were highlighted:

- The success of the meeting with the LTA regarding tennis development in Fleet and the prospect of the new access system being in place by summer 2016
- Request that the comments obtained on the Views, Calthorpe Park and Garden of Remembrance proposals be circulated to all members.

RLA Mar 16 ITEM 12 EVENT APPLICATIONS

Members noted the approval of the following applications for events:

- a) Family Fun Day at Ancells Park on 1 May 2016
- b) Fleet Food Festival at The Views 29 May 2016
- c) Fleet Half Marathon Calthorpe Park 20 March 2016

RLA Mar 16 ITEM 13 DATE AND TIME OF NEXT MEETING

The next meeting will be held on Wednesday 15 June 2016 at 7pm at The Harlington

There being no further business the meeting closed at 8.45 pm

Signed.....

Date.....

Chairman