

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

**Wednesday 15 June 2011 7.30pm
The Harlington.**

Councillors

Paul Einchcomb (Chair), Sue Tilley, Bob Schofield, Sue Fisher, George Woods, Steve Forster, Helen Perthen.

Also Present-

2 Members of the public from Friends of Groups
Alex Robins – Operations Manager
Shar Roselman – Clerk

JUNE /2011/RLA ITEM 1: ELECTION OF CHAIR

The outgoing chairman called for nominations for chair. Cllr Fisher nominated Councillor Einchcomb. There were no other nominations.

Cllr Einchcomb was voted in to stand as chair for the forthcoming year.

Prop: S. Fisher Sec: R. S.

JUNE /2011/RLA ITEM 2: APOLOGIES FOR ABSENCE

There were apologies from Cllr Chenery.

JUNE/2011/RLA ITEM 3: DECLARATIONS OF INTEREST

There were no declarations of interest.

JUNE/2011/RLA ITEM 4: PUBLIC SESSION

A statement was made by a member of the newly formed Friends of Calthorpe Park, a Mr Brian Sexton. He mentioned that he had been elected as deputy chairman, and that Mr Kit Mitchell would be standing as acting chair of the friend of group until the terms of reference had been established.

A statement was made by a representative of the friends of Oakley Park, Mrs S. Horton. She commented on how nice the flowers in the Town Centre were looking. The Council's thanks go to the deputy clerk, Janet Stanton, for her efforts in this regard.

JUNE/2011/RLA ITEM 5: MINUTES OF PREVIOUS MEETING

Resolved to receive and approve, as a correct record, the minutes of the RLA meeting held on the 11 May 2011.

It was noted that item 10, All Saints Infants School should read Tavistock Infants School.

Prop: RS

JUNE/2011/RLA ITEM 6: OBJECTIVES FOR THE YEAR.

The committee discussed the objectives to be met by the committee within the Council year.

Resolved to approve the following objectives:

- 1. Satisfactory appointment of a Ground Maintenance Contractor.**
- 2. Completion of the Leisure Strategy**
- 3. Review of the Project Implementation Strategy**
- 4. Resource allocation plan to be worked on jointly with the Planning Committee Working Group**
- 5. Progress towards projects already identified.**
- 6. Activate the Harlington Working Group to devise a strategy for going forwards.**

Prop: PE Sec: GW

JUNE/2011/RLA ITEM 7: THE HARLINGTON

A report was received from the Operations Manager on events at the Harlington. It was noted that Eagle radio had mentioned the Live and Unplugged event, and that advertisements were appearing in The Word, and in the Fleet Life Magazine. Live and Unplugged will go on hold during the summer holidays, and resume in September. The Comedy club will also commence in September.

The storage area under the Harlington that is currently being used by the market traders was discussed. Currently no charge is levied for this space.

Resolved that Hart District Council be approached to discuss contributing to this space from the sum received by the Market Traders for use of the car park.

Prop: GW Sec: PE

Action: The Operations Manager.

The need for staff uniforms for duty managers and kitchen staff was discussed.

Action: Cllr Einchcomb and the Operations Manager to meet to come up with an appropriate proposal.

The flood through the Harlington resulting from a washing machine inlet pipe coming off its connection was discussed. Hart District Council was approached to consider the matter as part of their self insurance through Capital Finance. Cllr Woods indicated that assurances had been provided by the Chief Executive Office of Hart District Council that a claim would be met. However, recent communication with Capital Finance by the Harlington Operation's Manager had resulted in a less certain response. Hart District Council had been advised to delay the matter in order to obtain a full picture of how the incident had occurred and to investigate contractor's liability.

Action: The Operation's Manager to continue to press Hart District Council for an answer, by emailing the relevant Head of Department with a copy to the Chief Executive Officer.

Resolved to change the order of the agenda to accommodate a member of the public.

Prop: PE

JUNE/2011/RLA ITEM 11: "FRIENDS OF" MEETINGS

Friends of Basingbourne Park Meeting

The chair reported that a number of Fleet Town Councillors had attended the first Friends of Basingbourne Park Meeting held on 7th June 2011. Some 45 people had been in attendance. Presentations were given by the Friends of Oakley Park as to the role and functioning of Friends of Groups, and by Hart Voluntary Action regarding a proposal for a community garden in the park. The meeting had been very positive, and a number of people had completed forms agreeing to become committee members. The press have contacted the Friends of Oakley regarding information about the event, in the absence of the organiser of the Friends of Basingbourne, who is currently on holiday. There were indications that people were willing to assist in clearance and maintenance of the SINC area.

The chair reported that an amount of £13786.00 had been requested from Hart District Council from existing S106 contributions for funding pavilion refurbishment and refurbishment and installation of play equipment. Thus far there had been a positive response to the S106 application but it had yet to gain approval from Hart District Council members.

Friends of Calthorpe Park Meeting

Cllr Tilley reported that she had attended the Friends of Calthorpe Park meeting along with 21 other people. Kit Mitchell had taken on the role of acting chairman. The Covenant on Calthorpe Park had been discussed at the meeting, and Cllr Tilley had distributed the draft Civic Events Policy of Fleet Town Council. A concern was raised that despite the Civic Events Policy, the Covenant needed to always remain as a backstop for future activities in

the park. A number of complaints about the park had been brought up. It was noted that neither the Cricket Club nor the Football Club had been in attendance, although they had been invited. There was some concern regarding the Carnival, but the constraints that Fleet Town Council is placing on the Carnival were understood. The cycle track had also raised a number of questions, and Cllr Tilley was pursuing answers to these with Chris Murray. However, the meeting had resulted in a positive outcome, and 10 people would be meeting again to set up a constitution and terms of reference for the Friends of Calthorpe Park Group. The objectives of the committee would be to Preserve, Protect and Enhance the park.

The clerk reported that a member of Chris Murray's team had been in contact to advise that a further meeting will be set up with Fleet Town Council in July to discuss the cycle track.

The Council thanked Mrs Horton of the Friends of Oakley Park for all the work she had put into helping the new "Friends of" Groups get off the ground.

JUNE/2011/RLA ITEM 8: SPORT'S AND LEISURE REPORT

The committee received a report from the Sport's and Leisure Officer. It was noted that Sentinel was now opening new facilities for hire in Campbell Close.

The friends of Oakley Park would appreciate all contact regarding the Orienteering Course at Oakley Park to be via their website.

The committee discussed the summer sport's and leisure activities programme scheduled by the Sport's Officer. It was agreed that the Family Sport's day was very ambitious and fairly expensive, and that Quizzes at the Harlington should be organised by the Operation's Manager as opposed to the Sport's and Leisure Officer. Ideally these should start in September. The start time of the Quiz event was viewed as being too late for families to join in, and an adult audience was preferable.

Resolved to approve expenditure on the adult and children's sports and leisure programme for the summer. The price for participants to be £7.00 per charged event. Resolved not to approve the Family sport's and leisure programme.

Prop: BS Sec: PE

Action: The Sport's and Leisure Officer.

The committee indicated that it was important to monitor attendance at the summer activities programme in order to determine whether this was the right strategy for the Sport's and Leisure Officer or if she should be concentrating more on a co-ordinating role. Future events to include an inter team challenge at each of the befriended parks, inviting teams from other Friends of Groups to take part. The clerk mentioned that over the next few weeks the Sport's and Leisure Officer will be visiting as many school's sports days as she could attend, to distribute activities programmes and to give recognition to sports by awarding a small cup for the athlete of the day.

Action: The Sport's and Leisure Officer.

The committee received a request for use of the Harlington for a football project run by Football in the Community Trust. The programme, which is to run over 30 weeks, is targeted at people over 55.

Resolved not to allow free use of the Harlington for this programme, but to request the Community Trust to send in a grant application for an amount equal to the cost of hiring the hall for four sessions.

Action: The Sport's and Leisure Officer to write to the Community Trust accordingly.

The committee received an update on works at Calthorpe Park. The clerk was advised that the dragon's teeth should have been made removable on the opposite side of the road. Overhanging trees are still to be cut back, on the main access route. A problem had arisen with the leaking pipe to which a standpipe is to be fitted in that the stop-cock could not be found to turn the water off. A possible solution would be to freeze the pipes in order to effect the necessary repairs to the leak.

Action: The clerk to find a suitable plumber.

It was resolved not to approve the re-surfacing works on the access road from Crookham Road into Calthorpe Park.

Action: The clerk to obtain another quote from a civil engineer, and to contact the contractor to establish if the work could be done to a lower standard.

Resolved to approve the excavation of a channel for the electrical cable power point through the cheaper of the two alternative routes, at a cost of £2068.47 excluding VAT. Resolved to approve installation of the electrical cable and power point through this channel.

Prop: RS Sec: PE

Cllr Forster reported that the Carnival committee had received the advertising posters. Cllr Forster declared an interest as an active member of the Carnival Committee. He mentioned that it was requested of the Town Council that the Harlington put up posters of the event. Programmes are to be sold at £1 a copy with proceeds going to the Clearwater campaign. The Carnival Committee has agreed to remain in force for two years.

Vandalism at the new Play Sculpture area was discussed. The committee considered the cost of fitting CCTV as being too high. It was hoped that the newly formed Friends of Calthorpe Park would act as a deterrent to vandals.

JUNE/2011/RLA ITEM 9: USE OF OPEN SPACES

The committee considered the request by Sentinel Housing resident, Debbie Twinn, to use the Views for a local resident's day in July, and for a balloon race.

Resolved to approve the use of the Views for this event subject to the event organisers using only bio-degradable balloons.

Prop: SF Sec: BS

Action: The Sport's Officer to write to the event organisers informing them of the decision.

A request had been received for the Fleet & Church Crookham Town Centre Project to use Oakley Park on Sunday 3 July 2011 for a picnic. Mrs Sarah Horton, of the Friends of Oakley Park, advised the council that this day had been set aside for park clearance by the Friends of Oakley Park. However, it was not considered a problem if the two groups occupied the park at the same time.

Resolved to approve the request.

Prop: PE

Action: The clerk to advise the Fleet & Church Crookham Town Centre Project of the decision.

JUNE/2011/RLA ITEM 10: SINC MAINTENANCE

The paths around Oakley Park are deteriorating, and this situation had been made worse by the contractor who cleared the pond working in wet conditions, to meet the deadline imposed by the grant funding.

Resolved to approve the repairs works to the paths around the pond marked in red and orange, at a cost of £2291, but to delay these until the autumn, to allow the wildlife to settle into a hibernation period.

Prop: PE

Action: The clerk to arrange with the contractor, and to seek grant funding to assist with the cost of path maintenance.

Various arson attempts have taken place in the Basingbourne Heath land, resulting in a need to clear back burned scrub, and to remove dry growth that could increase the spread of fire.

Resolved to approve a quote for £2210 from Heathland Management Services on scrub removal and treatment.

Prop: PE

Action: The Sport's and Recreation Officer.

Cllr Perthen left the meeting.

Resolved to set down standing orders in order to complete the items on the agenda.

Prop: PE

JUNE/2011/RLA ITEM 12: STREET FURNITURE

Cllr Tilley had kindly completed an audit of town centre benches in Fleet, and the clerk had written to Hart District Council requesting formal notification that they wished to transfer the benches into the ownership of Fleet Town Council. The chair noted that Hart District Council had now responded, providing a letter to transfer ownership of benches to Fleet Town Council. 25 benches have been transferred. Hart District Council will repair the remaining 4 benches and remove the single metal arm which is all that remains of a 5th bench. The 4 remaining benches will then also be transferred to Fleet Town Council.

A comprehensive report on Street Furniture within the parks had also been completed by Cllr Tilley. This was received by the committee. Cllr Tilley and her husband were thanked for their work in this area.

Resolved to approve the clerk arranging for repair of all benches and street furniture where necessary.

The committee considered whether an application should be made for S106 funding for the purchase of new signage and street furniture. A visit needs to be arranged to the signage department at Hampshire County Council, to assess what could be made available for our parks.

A day of volunteering has previously been discussed.

Resolved that the 27th August be put aside by councillors where possible for volunteer work on painting and cleaning street furniture.

Action: The Clerk to contact Hart Voluntary Action, The Fleet and Church Crookham Society, and the Friends of Groups, to invite them to send volunteers on the day. The Clerk will arrange for varnish, paint, and cleaning and painting equipment to be made available.

Cllr Forster left at 11.05

JUNE/2011/RLA ITEM 13: CEMETERY

The committee received a complaint on headstone size in the ashes plot. As the matter is a sensitive one it was deemed appropriate for a councillor to visit the resident to discuss it, rather than to reply formally.

Action: Cllr Fisher kindly volunteered to visit the complainant.

A request had been received from a resident asking for permission from Fleet Town Council to continue to tend and maintain a small garden between the fence and the graves in the cemetery.

Resolved to approve writing a letter to the resident to confirm that she could continue to tend the garden.

Prop: RS Sec: GW

JUNE/2011/RLA ITEM 14. CLERK'S REPORT

The committee received a report from the clerk, covering various action items undertaken during the month. The Ground Maintenance Tenders had been issued to tenderers. The Environmental Assessment of Calthorpe Park was available at the office to any councillor who wished to review it.

There being no further business the meeting closed at 23h28.

The date and time of the next meeting is 7.30, 20th July 2011, at the Harlington.

Signed.....

Date:.....