



FLEET TOWN COUNCIL

MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING

Wednesday 19th June 2024 at 7pm

* Councillor Einchcomb (Chairman)
0 Councillor Woods (Vice Chairman)

0 Councillor Chenery
Councillor Fang
* Councillor Holt
0 Councillor May
0 Councillor Oliver

* Councillor Schofield
* Councillor Taylor
* Councillor Tilley
Councillor Wildsmith
0 Councillor Willcocks

* Present # Absent & No Apology Received 0 Apology for Absence L Late

Also in attendance:

Rita Tong – Executive Officer
Alex Robins - The Harlington General Manager
Ben Crane – Facilities and Open Spaces Manager
Sian Taylor – Cemetery Clerk
Friends of Oakley Park Representative

RLA JUNE 2024 ITEM 1

ELECTION OF CHAIRMAN

Councillor Paul Einchcomb was nominated and seconded for the position of Chairman. There were no other nominations.

RESOLVED

That Councillor Einchcomb be re-elected to the office of Chairman of Recreation, Leisure and Amenities Committee for the local Government year 2024/2025.

RLA JUNE 2024 ITEM 2

ELECTION OF VICE CHAIRMAN

Councillor George Woods was nominated and seconded for the position of Vice Chairman. There were no other nominations.

RESOLVED

That Councillor Woods be elected to the office of Vice Chairman of Recreation, Leisure and Amenities Committee for the local government year 2024/2025.

RLA JUNE 2024 ITEM 3

APOLOGIES

Members received and accepted the apologies as noted above.

RLA JUNE 2024 ITEM 4

DECLARATIONS OF INTEREST

Councillor Tilley declared an other registerable interest in Agenda Item 13 on the grounds that she is the organizer of the event.

RLA JUNE 2024 ITEM 5

QUESTIONS FROM THE PUBLIC

There were no questions from the public present at the meeting.

RLA JUNE 2024 ITEM 6

MINUTES OF PREVIOUS MEETING

Members received and approved as a correct record the minutes of the Recreation, Leisure and Amenities Committee meeting held on 20th March 2024.

RLA JUNE 2024 ITEM 7

THE CEMETERY CLERK'S REPORT

Members received a verbal update from the Cemetery Clerk.

Members noted that there is approximately 5-7 years of full body burial capacity remaining at the Cemetery. Options to purchase vacant land for a new cemetery either within or close to Fleet will need to be investigated.

RESOLVED

Members resolved to note the report.

RLA JUNE 2024 ITEM 8

THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT

Members received the report from The General Manager of the Harlington and Ancells Farm Community Centre.

Members noted that the year end result referred to in the General Overview referred to the 2023/24 financial year and not 2022/23 as stated in the report.

At the request of Members, the Harlington General Manager confirmed that Fleet Town Council reimbursed the Ancells Management Company for the Council's proportion of the management company's claimed expenses in 2023/24 of £6,000 and that £7,500 has been budgeted in 2024/25.

RESOLVED

Members resolved to note the report.

RLA JUNE 2024 ITEM 9

FACILITIES AND OPEN SPACES MANAGER'S REPORT

Members received the report from the Facilities and Open Spaces Manager.

Members noted that only two of the five boilers servicing The Harlington are currently operating and that there is a significant risk that the remaining two could fail due to their age and the inability to source parts required for maintenance. Members further noted that whilst the issue of energy supply would be addressed within the refurbishment project, an intermediary solution may be required.

Members queried the requirement to plant five trees to replace one tree with a Tree Protection Order.

RESOLVED

Members resolved to note the report.

Members further resolved that once the Design Architects have been appointed, the boiler issue should be raised as a priority issue for guidance regarding resolution.

Members instructed the Facilities and Open Spaces Manager to challenge Hart District Council's requirement to plant five trees to replace one tree with a TPO.

RLA JUNE 2024 ITEM 10

EDENBROOK PLAY AREAS PUBLIC SURVEY RESULTS

Members received the report from the Facilities and Open Spaces Manager on the results of the recent survey conducted on Edenbrook's play areas.

RESOLVED

Members resolved to note the report.

Members instructed the Facilities and Open Spaces Manager to develop proposals for replacing the play equipment at both sites with full costing and to separately identify the cost of installing improved drainage.

Members have requested that Officers develop a comprehensive Playpark Strategy. This strategy should encompass short-term, medium-term, and long-term funding requirements, as well as detailed options for the maintenance and replacement of play equipment. The completed strategy should be presented to this Committee for review.

RLA JUNE 2024 ITEM 11

HART FOODBANK STORAGE

Members considered a request from Hart Foodbank to provide storage space for food items at Basingbourne Park Pavilion.

RESOLVED

Members approved in principle the use of Basingbourne Park Pavilion for the storage of food items for the Hart Foodbank.

RLA JUNE 2024 ITEM 12

HARLINGTON FIRE DOOR ASSESSMENT

Members received the report from the Facilities and Open Spaces Manager on the results of the recent Fire Door Inspection performed by Woodstock Security in response to a recent Fire Safety Risk Assessment.

Members noted that replacement of all fire doors would not make the building safer due to the combustible nature of the construction materials used throughout the building and the inherent design of the building. The primary concern of the Council was public safety.

RESOLVED

Members agreed that the issues with the fire doors and overall fire safety of the building would be addressed within the refurbishment project. Meanwhile, the frequency of fire evacuation drills would be increased from the minimum two per annum to ensure public safety.

RLA JUNE 2024 ITEM 13

MUSIC ON THE VIEWS UPDATE

Members received and noted the update from Councillor Tilley on the proposed Music on The Views event in 2024.

RLA JUNE 2024 ITEM 14**SKATE PARK AND OTHER PARKS**

Members received and noted the report from the Facilities and Open Spaces Manager on the skate park and The Views play area.

RLA JUNE 2024 ITEM 15**EXECUTIVE OFFICER'S REPORT**

The Executive Officer had nothing to report.

RLA JUNE 2024 ITEM 16**FUTURE EVENTS**

Members noted the following future events:

Brass Band Concert	23 rd June 2024	Oakley Park
Fleet Carnival	6 th July 2024	High Street/Calthorpe Park
SCAM JAM	20 th July 2024	The Views
Summer Project (Fleet Phoenix)	27 th July- 29 th August 2024	The Views
Music on The Views (FTC event)	25 th August 2024	The Views
Lions Fireworks Fiesta	2 nd November 2024	Calthorpe Park

Councillor Tilley informed Committee members that a Pop Up Hub would be held at the Fleet Carnival and requested sign up from Councillors for one-hour slots.

RLA JUNE 2024 ITEM 17**DATE AND TIME OF NEXT MEETING**

The next meeting of the Recreation, Leisure and Amenities Committee will be held on Wednesday 18th September 2024 at 7pm at The Harlington.

The meeting closed at 9:08pm.

Signed: **Date**.....

Chairman

DATE: RLA meeting 18th September 2024

OFFICER: Alex Robins – General Manager

REPORT COVERING: June - August 2024

1. **General overview**

➤ The quieter summer period has just finished, and the busy Autumn period is just launching. To date, all is looking to be on course, with the next four months shaping how the budget will end up. It was unfortunate to lose a show during June which had sold well, due to personal reasons. It has been re-scheduled for later in the year though. A lot of the team's focus during the summer has been on establishing Fleet's first music festival on The Views together with the enthusiastic committee, which proved to be to a very high standard and received a lot of very positive feedback. Now it's time to focus on The Harlington's most crucial period of the year. The team will be operating without its Marketing and box office manager for up to a year from early October due to maternity leave, so the officer will be supporting the team, who will be taking on a big responsibility as best as possible in her absence.

RECOMMENDATION: FOR NOTING

2. **Hall hire**

Hires are remaining consistent, although the regular Wednesday Rock Choir group gave notice over the summer that they wouldn't be returning. We believe this to be a decision by the new choir leader who's recently taken over. Rock Choir head office were very complimentary about the venue and service they've received over the years and have since attempted a couple of ad hoc bookings for choir leader training, which unfortunately couldn't be accommodated.

Fleet Rock Orchestra have become a new booking, currently only on an ad hoc basis, however, they like the set up of the venue, so there may be an opportunity to do more in the future. Meanwhile, demand for use of the dance studio, particularly during evenings is high, with the ballet teacher regularly asking for additional available evening slots, whilst Funtime are working hard to increase pupil numbers and, in turn, add classes to their current roster.

3. **Ticket Sales**

Financial successes (over £1,000) June/July/August (based on net ticket sales v performance costs)

- 90's Rewind - £4,400 contribution
- Money For Nothing - £1,700 contribution
- Jazz Club x 2 - £1,500 contribution
- Ratrace - £1,350 contribution
- Cheesy Bingo - £1,000 contribution

Financial losses June/July/August (based on net ticket sales v performance costs)

None

4. Bars

- Bar sales are slightly ahead of target by approximately £2k, which is particularly promising given the loss of a show during the period. The Harlington ran a bar in conjunction with the Lions for Music on the Views, which was successful and gave a good idea of demand for any possible future events. The partnership worked for both parties in that all stock could be bought through The Harlington and volunteer staff could be provided through the Lions, allowing costs to be kept to a minimum. Naturally providing an outdoor bar without a full outdoor set up does create hurdles and add to set up costs, but the event proved it was viable.

5. Ancillary sales (Confectionery, Ices, Snacks, Merchandise)

- Ancillary sales are ahead of target by £500, with snacks in particular generating good sales.

6. Ancells Farm Community Centre

- Income is exactly where it should be, with costs currently lower than budgeted for. There are a couple of maintenance repairs just signed off which will add £500 to building maintenance for a replacement internal fire door and repairs to the patio.

RECOMMENDATION: FOR NOTING

2024/25

Monthly Performance Totals (net of VAT)

Month	Hall Hire Income	Ticket sales	% of capacity	Perf costs	Contribution	Ancillary sales	Cost of stock	Contribution	Casual Staffing	Total performance income	Total performance costs	Total performance contribution
April												
Neil Diamond	£ -	£ 3,115.00	78%	£ 2,150.00	£ 965.00	£ 1,122.40	£ 452.15	£ 670.25	£ 251.68	£ 4,237.40	£ 2,853.83	£ 1,383.57
Lunchtime Jazz	£ -	£ -	n/a	£ -	£ -	£ 188.16	£ 75.38	£ 112.78	£ -	£ 188.16	£ 75.38	£ 112.78
Comedy Club	£ -	£ 1,441.67	52%	£ 1,000.00	£ 441.67	£ 1,203.99	£ 488.86	£ 715.13	£ 223.08	£ 2,645.66	£ 1,711.94	£ 933.72
Jazz Club	£ -	£ 1,525.00	65%	£ 1,062.62	£ 462.38	£ 518.57	£ 208.66	£ 309.91	£ 77.22	£ 2,043.57	£ 1,348.50	£ 695.07
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 397.07	£ 173.18	£ 223.89	£ 74.36	£ 642.07	£ 247.54	£ 394.53
Abba Fever	£ -	£ 4,451.67	100%	£ 1,350.00	£ 3,101.67	£ 2,420.99	£ 971.26	£ 1,449.73	£ 374.66	£ 6,872.66	£ 2,695.92	£ 4,176.74
The Jam'd	£ -	£ 3,716.67	50%	£ 1,500.00	£ 2,216.67	£ 2,722.83	£ 1,092.09	£ 1,630.74	£ 343.19	£ 6,439.50	£ 2,935.28	£ 3,504.22
Steve Harley	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Film Club x 2	£ 300.00	£ -	n/a	£ -	£ -	£ 294.91	£ 118.54	£ 176.37	£ 12.01	£ 594.91	£ 130.55	£ 464.36
Rock Choir x 2	£ 200.00	£ -	n/a	£ -	£ -	£ 29.00	£ 11.60	£ 17.40	£ -	£ 229.00	£ 11.60	£ 217.40
Ceroc x 4	£ 1,139.20	£ -	n/a	£ -	£ -	£ 462.99	£ 185.82	£ 277.17	£ 45.04	£ 1,602.19	£ 230.86	£ 1,371.33
TOTALS FOR APRIL	£ 1,884.20	£ 14,250.01		£ 7,062.62	£ 7,187.39	£ 9,360.91	£ 3,777.54	£ 5,583.37	£ 1,401.24	£ 25,495.12	£ 12,241.40	£ 13,253.72
May												
John Lydon	£ -	£ 11,119.16	100%	£ 8,421.76	£ 2,697.40	£ 1,698.91	£ 681.98	£ 1,016.93	£ 291.74	£ 12,818.07	£ 9,395.48	£ 3,422.59
Johnny Cash Roadshow	£ -	£ 2,860.00	62%	£ 3,500.00	£ 640.00	£ 1,060.66	£ 426.45	£ 634.21	£ 234.52	£ 3,920.66	£ 4,160.97	£ 240.31
REM by Stipe	£ -	£ 2,171.67	54%	£ 1,500.06	£ 671.61	£ 1,103.74	£ 444.11	£ 659.63	£ 191.62	£ 3,275.41	£ 2,135.79	£ 1,139.62
Film Club x 1	£ 150.00	£ -	n/a	£ -	£ -	£ 138.82	£ 55.78	£ 83.04	£ -	£ 288.82	£ 55.78	£ 233.04
Jazz Club	£ -	£ 1,891.67	81%	£ 986.74	£ 904.93	£ 668.65	£ 268.74	£ 399.91	£ 128.41	£ 2,560.32	£ 1,383.89	£ 1,176.43
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 515.74	£ 222.51	£ 293.23	£ 79.21	£ 760.74	£ 301.72	£ 459.02
Comedy Club	£ -	£ 1,113.33	42%	£ 1,000.00	£ 113.33	£ 1,077.90	£ 434.43	£ 643.47	£ 191.18	£ 2,191.23	£ 1,625.61	£ 565.62
Lunchtime Jazz	£ -	£ -	n/a	£ -	£ -	£ 156.66	£ 63.17	£ 93.49	£ -	£ 156.66	£ 63.17	£ 93.49
Rock Choir x 3	£ 300.00	£ -	n/a	£ -	£ -	£ 85.57	£ 35.30	£ 50.27	£ -	£ 385.57	£ 35.30	£ 350.27
Ceroc x 5	£ 1,424.00	£ -	n/a	£ -	£ -	£ 254.49	£ 103.48	£ 151.01	£ 48.04	£ 1,678.49	£ 151.52	£ 1,526.97
TOTALS FOR MAY	£ 2,119.00	£ 19,155.83		£ 15,408.56	£ 3,747.27	£ 6,761.14	£ 2,735.95	£ 4,025.19	£ 1,164.72	£ 28,035.97	£ 19,309.23	£ 8,726.74
June												
Cheesy Bingo	£ -	£ 3,075.00	100%	£ 2,136.91	£ 938.09	£ 3,253.66	£ 1,309.45	£ 1,944.21	£ 343.20	£ 6,328.66	£ 3,789.56	£ 2,539.10
Purple Zepellin	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
90's Rewind	£ -	£ 7,450.00	100%	£ 3,050.00	£ 4,400.00	£ 6,904.08	£ 2,766.03	£ 4,138.05	£ 460.46	£ 14,354.08	£ 6,276.49	£ 8,077.59
Film Club x 2	£ 300.00	£ -	n/a	£ -	£ -	£ 312.66	£ 125.45	£ 187.21	£ -	£ 612.66	£ 125.45	£ 487.21
Jazz Club	£ -	£ 1,554.17	68%	£ 1,069.25	£ 484.92	£ 556.49	£ 223.81	£ 332.68	£ 90.80	£ 2,110.66	£ 1,383.86	£ 726.80
Comedy Club	£ -	£ 1,381.67	50%	£ 1,000.00	£ 381.67	£ 1,087.32	£ 438.55	£ 648.77	£ 131.12	£ 2,468.99	£ 1,569.67	£ 899.32
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 255.57	£ 110.43	£ 145.14	£ 51.48	£ 500.57	£ 161.91	£ 338.66
Money for Nothing	£ -	£ 4,205.00	95%	£ 2,500.00	£ 1,705.00	£ 1,896.83	£ 763.02	£ 1,133.81	£ 291.72	£ 6,101.83	£ 3,554.74	£ 2,547.09
Ratrace	£ -	£ 2,325.00	45%	£ 975.00	£ 1,350.00	£ 1,919.74	£ 769.32	£ 1,150.42	£ 297.44	£ 4,244.74	£ 2,041.76	£ 2,202.98
Maet Live	£ -	£ 2,520.00	58%	£ 1,629.26	£ 890.74	£ 1,638.66	£ 657.89	£ 980.77	£ 286.00	£ 4,158.66	£ 2,573.15	£ 1,585.51
Lunchtime Jazz	£ -	£ -	n/a	£ -	£ -	£ 170.58	£ 68.76	£ 101.82	£ -	£ 170.58	£ 68.76	£ 101.82
Rock Choir x 4	£ 400.00	£ -	n/a	£ -	£ -	£ 114.41	£ 45.76	£ 68.65	£ -	£ 514.41	£ 45.76	£ 468.65
Ceroc x 4	£ 1,139.20	£ -	n/a	£ -	£ -	£ 235.90	£ 95.27	£ 140.63	£ 45.04	£ 1,375.10	£ 140.31	£ 1,234.79
TOTALS FOR JUNE	£ 2,084.20	£ 22,510.84		£ 12,360.42	£ 10,150.42	£ 18,345.90	£ 7,373.74	£ 10,972.16	£ 1,997.26	£ 42,940.94	£ 21,731.42	£ 21,209.52
July												
Lunchtime Jazz	£ -	£ -	n/a	£ -	£ -	£ 126.75	£ 2,194.43	£ 2,067.68	£ -	£ 126.75	£ 2,194.43	£ 2,067.68
Starburst	£ 4,361.60	£ -	71%	£ -	£ -	£ 2,161.82	£ 44.31	£ 2,117.51	£ 660.66	£ 6,523.42	£ 704.97	£ 5,818.45
Film Club x 2	£ 300.00	£ -	n/a	£ -	£ -	£ 298.00	£ 343.63	£ 45.63	£ 15.01	£ 598.00	£ 358.64	£ 239.36
Jazz Club	£ -	£ 2,075.83	70%	£ 1,058.74	£ 1,017.09	£ 676.82	£ 550.26	£ 126.56	£ 93.80	£ 2,752.65	£ 1,702.80	£ 1,049.85
Roller Disco - cancelled	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Ultimate Retro Disco Party	£ -	£ 1,625.00	39%	£ 1,114.66	£ 510.34	£ 1,338.41	£ 270.74	£ 1,067.67	£ 257.25	£ 2,963.41	£ 1,642.65	£ 1,320.76

Ceroc x 3	£	854.40	£	-	n/a	£	-	£	-	£	177.82	£	90.43	£	87.39	£	45.76	£	1,032.22	£	136.19	£	896.03	
TOTALS FOR JULY	£	5,516.00	£	3,700.83		£	2,173.40	£	1,527.43	£	4,779.62	£	3,493.80	£	1,285.82	£	1,072.48	£	13,996.45	£	6,739.68	£	7,256.77	
August	Hall Hire Income		Ticket sales		% of capacity	Perf costs		Contribution		Ancillary sales		Cost of stock		Contribution		Casual Staffing		Total performance income		Total performance costs		Total performance contribution		
Music on the Views	£	-	£	-	47%	£	-	£	-	£	2,240.58	£	1,423.49	£	817.09	£	-	£	2,240.58	£	1,423.49	£	817.09	
Lunchtime Jazz	£	-	£	-	n/a	£	-	£	-	£	220.83	£	88.33	£	132.50	£	-	£	220.83	£	88.33	£	132.50	
Ceroc x 5	£	1,424.00	£	-	n/a	£	-	£	-	£	321.82	£	217.81	£	104.01	£	77.22	£	1,745.82	£	295.03	£	1,450.79	
TOTALS FOR AUGUST	£	1,424.00	£	-	£	0.47	£	-	£	-	£	2,783.23	£	1,729.63	£	1,053.60	£	77.22	£	4,207.23	£	1,806.85	£	2,400.38
TOTALS	£	13,027.40	£	59,617.51		£	37,005.00	£	22,612.51	£	42,030.80	£	19,110.66	£	22,920.14	£	5,712.92	£	114,675.71	£	61,828.58	£	52,847.13	

Report for RLA Committee – 18th September, 2024
Music On The Views – 25th August, 2024

ITEM 11

This was Fleet's first music festival and, as such, had no track record to encourage early booking or photographs from previous years to use for marketing. We were, therefore, approaching this from an unproven position.

Working closely with The Harlington team, a small group of volunteers came together to design, organise and manage the event on behalf of Fleet Town Council. As legislation around the safety aspects of running public festivals is getting more and more complex, we employed an Event Safety Officer to help us ensure that we covered all bases. Cancellation insurance was also taken out to protect the Council against losses due to adverse weather and terrorism.

We instigated a low price for the initial tickets in order to encourage sales and to launch the marketing campaign. We were aware that there were upfront costs that would have to be met, e.g the securing of the stage hire and the musicians, and this was one way to get people to purchase early and to not procrastinate whilst waiting for the weather forecast! This helped with the early costs and was accompanied by significant website presence and social media posts for which we thank the Harlington Marketing team. Prices were advertised at a higher price for the few days prior to the event for practical reasons as we were not keen to sell tickets on entry (because of the delays this might cause and the security aspects of potentially having cash to deal with). Around 700 people attended on the day and there were many family groups enjoying some great musicians. We restricted the number of food stalls we allowed as people were able to bring their own food and drink (in non-glass containers) and we did not want our local stallholders (who kindly supported us) to be discouraged by low sales. The social media posts were almost exclusively positive, although there were some comments about the cost of the tickets on the day. There will be a wash-up meeting on the 24th September which will cover this aspect and other lessons learned. We had 2/3 complaints about noise levels which we will ensure we monitor closely next time.

Financially, the clear indications are that we have more than covered our costs and will have a small contribution ready for a second performance! A fully detailed financial breakdown will be available once ticket sales have been finalised. The Council is, therefore, at no financial risk and we thank all Councillors and officers for their support and also thank our other sponsors – *Hampshire County Council, Church Crookham Parish Council, Hart District Council, Fleet BID, KJM Salons, Kirk Rice Financial Advisers* for their contributions. A special thanks to Hart's Climate Change team who sponsored the environmental wristbands and the recycling bags used on the day and, of course, to our own FTC team who worked hard to make the day a success and to keep the Council and The Harlington at the front of our community's mind! Sincerest gratitude must go to the small number of volunteers who made up the Committee as well as those other volunteers who helped so much on the day.

We look forward to the Council's support to enable Music On The Views to become a major player in Fleet's event calendar.

Councillor Sue Tilley - 7th September, 2024