



FLEET TOWN COUNCIL

MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING

Wednesday 21st December 2022 at 7pm

PRESENT

Councillors: G. Chenery, P. Einchcomb (Chairman), L. Holt, E. May, A. Oliver, R. Schofield, B. Willcocks, S. Tilley and G. Woods.

Also Present: Rochelle Halliday – Executive Officer
Alex Robins – Harlington General Manager
Ben Crane – Facilities and Open Spaces Manager
2 members of the public (for item 12)

RLA December 2022 ITEM 1 APOLOGIES

Members received and accepted the apologies from Councillor Fang due to overseas travel and Cllr Cottrell due to family ill health. Cllr Wildsmith was not present.

Sian Taylor (Cemetery Clerk) also provided apologies due to ill health.

RLA December 2022 ITEM 2 DECLARATIONS OF INTEREST

Cllr Oliver declared an interest in Item 8 – Traffic Order, Baker Way, as he is the Hart District Council Portfolio Holder for Environment. Cllr Chenery declared a personal interest in Item 12.

RLA December 2022 ITEM 3 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the public.

RLA December 2022 ITEM 4 MINUTES OF PREVIOUS MEETING

Members received and approved as a correct record the minutes of the Recreation, Leisure & Amenities Committee meeting held on Wednesday 28th September 2022. The Chairman signed the minutes as a true record of the meeting.

The Committee agreed to consider Item 12 next.

RLA December 2022 ITEM 12 EVENT APPLICATION – CALTHORPE PARK

Members received the event application for a new car show in Calthorpe park. Two members of the public, Chrys Goodburn and Brian Coney gave a summary of the event. It was noted that due to the covenant of the park, limiting major events held to five a year, it was suggested that organisers consider combining the event with the Carnival. Issues around road closures, traffic orders and charging on public spaces were discussed.

RESOLVED

To agree the principle of a car show event in conjunction with the Carnival subject to providing further detail on the matters listed below:

- a) Confirmation of how the event entry fee will be managed – donations could be used, rather than an entry fee, as access to the park cannot be restricted.
- b) Confirmation of the revised event date (Sunday 2nd July) and that it will be considered as a joint event with the carnival on the preceding day.
- c) A traffic management plan to show how the additional traffic from spectators and exhibitors will be managed.
- d) How the event will be marshalled to ensure that the general public will still have access to the park.
- e) To apply for a Temporary Traffic Regulation Order, if the applicant intends on fully restricting access to Baker Way.

It was confirmed that a revised application could be considered at the Council meeting in January, if the information is available.

RLA December 2022 ITEM 5 THE CEMETERY OFFICER'S REPORT

Members received a verbal report regarding the Cemetery, with the following matters being discussed:

- **Cemetery Pathways**
 - Work to repair the Pathways will take place in the spring due to contractor availability.
- **Badgers**
 - FTC is awaiting expert advice on the best course of action prior to applying for the relevant licence from Natural England.
 - Cllrs May and Willcocks may be able to connect the Council with professional advice.

RESOLVED

To note the report of the Cemetery Clerk.

RLA December 2022 ITEM 6 THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT

The report of the General Manager of the Harlington for the period September - November 2022 was presented. Members noted the following:

- Pantomime shows were strong with key dates and weekends close to sell out.
- The General manager is confident that projections will be met.
- NHS have held their last COVID-19 vaccination session, although they are on standby to use the facility until March 2023.
- The best use of the coffee shop space should be considered as part of Council's strategy discussions.

RESOLVED

To note the report of the General Manager of The Harlington.

Harlington General Manager left at 8.00pm.

RLA December 2022 ITEM 7 FACILITIES AND OPEN SPACES MANAGER'S REPORT

Members received the report of the FOSM for the September – November 2022. The following matters were discussed:

- **ROSPA reports for Play Equipment**
 - Members requested a breakdown of repairs and costs undertaken by area, as required following the ROSPA inspections.

- Members stated that all future repairs that are over budget must be brought to Council for consideration and agreement.
- **Electrical Safety Certificates and Energy Performance Certificates for leased buildings**
 - Two electrical consumer units have been tested at Fleet Football Club. Awaiting a response from the Cricket Club and other buildings are being arranged.
 - No EPC's have been undertaken to date. Members highlighted the urgency of this work.
- **Ancells Farm Bench**
 - Members received a motion proposed by Cllr May requesting the relocation of a bench in Ancells Farm Park.
 - Cllr Einchcomb outlined the process for dealing with this issue, noting that there was little evidence to support the motion and that the £1,300 cost of relocation was unbudgeted.
 - Residents were urged to keep a record of incidents, noting dates and times (to link with CCTV footage) and to report direct to the Police and the Council so that a body of evidence can be gathered to support the motion in the future.
 - The motion proposed by Cllr May was therefore not carried. Cllr May confirmed that she would inform residents to report any future incidents to the Council and Police.
- **Costs of Shower Repairs**
 - Members queried the costs of the shower repairs in the changing rooms. The FOSM explained this was required for Legionella compliance.
- **Tree Survey**
 - Members discussed the ongoing costs resulting to the tree surveys.
- **Lengthsman Scheme**
 - Members discussed the proposed use of the Lengthsman Scheme funds for bin and sign clearing.
- **Ancells Farm General**
 - Members discussed the proposed installation of bollards to be installed around the open space at the rear of the Community Centre.

RESOLVED

- a) To use £3,000 of Lengthsman funds for bin and sign cleaning on the High Street.
- b) Not to progress the full range of bollards proposed surrounding Ancells Farm green space due to budget constraints.
- c) Evidence was needed before the Committee can take any action regarding relocation of the bench at Ancells Farm park.
- d) Note the report of the Facilities and Open Spaces Manager.

RLA December 2022 ITEM 8 TRAFFIC ORDER – BAKER WAY

Members considered recommending the implementation of a parking Traffic Order in Baker Way, to resolve the issue of parked vehicles obstructing the Baker Way foot and cycle path. The option proposed will enable Hart District Council to enforce the whole area as a controlled car park.

The cost of the scheme to Fleet Town Council will be advertising, road markings and signs.

An amendment was proposed to recommend that the parking restrictions apply every day.

RESOLVED

- a) To recommend to Hart District Council that the existing parking areas at Baker Way, the road and footway from the traffic signal junction with Reading Road North to the gate at the southern end adjacent to the tennis courts is to be encompassed by the existing Hart District Council (Off Street Parking Places) Order 2018 and enforced as an off-street car park.
- b) To recommend that parking in Baker Way should be in designated bays only and that the parking restrictions are modified to a 'Maximum stay of three hours, no return within three hours, 7 days a week, 24hrs'.
- c) To approve the implementation costs for lining, advertising and signage requirements.

RLA December 2022 ITEM 9 COUNCIL FEES

Members received a proposal for revised fees payable for Council services in the 2023/24 financial year.

RESOLVED

To maintain existing levels of fees for football and tennis subject to the Council agreeing a balanced budget, and for further review by the Committee if a balanced budget is not set by Council.

RLA December 2022 ITEM 10 ANCELLS FARM GREEN GYM

Members considered the equipment and location for the Ancells Green Gym, and the revised cost. Members noted that the next stage is to apply for S106 funding.

RESOLVED

- a) To approve Location 1 for the installation of the Green Gym equipment.
- b) To approve the proposed equipment to be installed.
- c) To order the equipment and installation of the Green Gym once the S106 funding has been secured from Hart District Council.

RLA December 2022 ITEM 11 ANCELLS FARM PAVILION MURAL REQUEST

Members considered a request from the Friends of Ancells Farm to paint a mural on Ancells Farm pavilion.

RESOLVED

To approve the mural subject to the RLA Committee signing off the design and young people being involved in the installation process.

RLA December 2022 ITEM 13 ADVERTISING SIGNS AT CALTHORPE PARK – CALEB'S COFFEE

Members considered an application for advertising signs in Calthorpe Park for Caleb's Coffee shop. It was noted that the licence restricts the erection of signage in the licensed area only.

RESOLVED

To refuse the application for signage as it is contrary to the terms of the tenant's licence with the Council.

RLA December 2022 ITEM 14 EXECUTIVE OFFICER'S REPORT

Members received and noted the Executive Officers report.

RLA December 2022 ITEM 15 FUTURE EVENTS

Members received and noted the future events taking place on Council property.

RLA December 2022 ITEM 16 DATE AND TIME OF NEXT MEETING

The next meeting of the Recreation, Leisure & Amenities Committee will be held on Wednesday 15th March 2023 at 7pm in The Harlington.

RLA December 2022 ITEM 17 GROUNDS MAINTENANCE CONTRACT RENEWAL

The Chairman stated the reasons that this matter needed to be confidential.

RESOLVED

That subject to the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public in accordance with Section 1(2) and by reason of the confidential nature of the business of the Town Council, the Public and Press will be excluded from the Meeting.

RLA December 2022 ITEM 18 THE HARLINGTON LEASE

The Chairman stated the reasons that this matter needed to be confidential.

RESOLVED

That subject to the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public in accordance with Section 1(2) and by reason of the confidential nature of the business of the Town Council, the Public and Press will be excluded from the Meeting.

RLA December 2022 ITEM 19 FLEET TOWN FOOTBALL CLUB LEASE

The Chairman stated the reasons that this matter needed to be confidential.

RESOLVED

That subject to the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public in accordance with Section 1(2) and by reason of the confidential nature of the business of the Town Council, the Public and Press will be excluded from the Meeting.

The public left the meeting. The remainder of the meeting was conducted in confidential session.

The meeting closed at 9.53pm.

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

Chairman