



## THE FLEET TOWN COUNCIL NOTICE OF MEETING

Notice is hereby given of

### THE RECREATION, LEISURE & AMENITIES VIRTUAL COMMITTEE MEETING

On

**Wednesday 17<sup>th</sup> March 2021 at 7pm**

**All Committee members are summoned to attend.**

*Any member of the public wishing to attend the virtual meeting should contact Charlotte on [charlotte.benham@fleet-tc.gov.uk](mailto:charlotte.benham@fleet-tc.gov.uk) by midday on Tuesday 16<sup>th</sup> March 2021.*

**To Councillors:** G. Carpenter, G. Chenery, P. Einchcomb, R. Hill, L. Holt, K. Jasper, A. Oliver, R. Richmond, B. Schofield, S. Tilley, S. Wheale, P. Wildsmith, G. Woods, J. Wright.

SIGNED:

Janet Stanton  
Town Clerk

Date: 10<sup>th</sup> March 2021

### **AGENDA**

#### **1. APOLOGIES**

Schedule 12 of the LGA 1972 requires a record to be kept of members present, and that this record forms part of the minutes of the meeting. A resolution must be passed on whether the reason(s) for a member's absence are acceptable.

#### **2. DECLARATIONS OF INTEREST**

Under the Local Authorities Localism Act 2011, members must declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.

Members are reminded that they must disclose both the existence and the nature of a personal interest that they have in any matter to be considered at this meeting. A personal interest will be considered a prejudicial interest if this is one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the members' judgement of the public interest.

#### **3. QUESTIONS FROM THE PUBLIC (3 min per person max 15 minutes)**

To receive questions and statements from members of the public.

*Any member of the public wishing to ask a question at the virtual meeting, should contact and provide a written copy of the question to Susanna on [susanna.walker@fleet-tc.gov.uk](mailto:susanna.walker@fleet-tc.gov.uk) by midday on Tuesday 16<sup>th</sup> March 2021.*

#### **4. MINUTES OF THE PREVIOUS MEETING**

To receive and approve as a correct record the minutes of the RLA Committee held on Wednesday 16<sup>th</sup> December 2020 (*copy attached*).

### **Part 1 – ITEMS FOR DECISION**

#### **5. THE CEMETERY OFFICER'S REPORT**

To receive and consider the report of the Cemetery Officer (*copy attached*).

##### **RECOMMENDATION**

To note the report of the Cemetery Officer.

#### **6. FACILITIES AND OPEN SPACES MANAGER'S REPORT**

To receive and consider the Facilities and Open Spaces Manager's Report (*copy attached*).

##### **RECOMMENDATION**

To note the report of the Facilities and Open Spaces Manager.

#### **7. THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT**

To receive for noting an update on events, hiring's and operational activities of the Harlington and Ancells Farm Community Centre from the Operations Manager (*copy attached*).

##### **RECOMMENDATION**

To note the report of the Operations Manager.

#### **8. EVENTS APPLICATIONS**

Event applications have been received for consideration by the Town Clerk subject to Government Guidance and availability

- Fleet Carnival – 3<sup>rd</sup> July 2021
- Fleet Phoenix - SCAM JAM – Saturday 10<sup>th</sup> July 2021
- Summer project - Thursdays 29<sup>th</sup> July – 26<sup>th</sup> August 2021
- Open Air Cinema – 12<sup>th</sup> August 2021
- Open Air Cinema – 10<sup>th</sup> September 2021
- Fleet Fireworks – 6<sup>th</sup> November 2021
- Falkner's Arms Family Day – The regular Falkner Arms Family Fun Day usually takes place in early May but due to the COVID restrictions it will not be possible this year. However, the organisers are very keen to hold this community event for the local residents and the charities that benefit. Prior to submitting the Event Application Form for approval by the Clerk, the Organisers have asked if the Council would have any objection to the event being held on Sunday 29<sup>th</sup> August 2021.

The Organisers have given assurances that they will work and liaise with FTC to ensure that this does not have an adverse effect on other regular users of the park, particularly Hart Football Club

##### **RECOMMENDATION**

To approve the change of date for the Falkner's Arms Fun Day in 2021 to Sunday 29<sup>th</sup> August.

## **Part 2 – ITEMS TO NOTE**

### **9. FUTURE EVENTS**

All events still to be confirmed		
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### **10. COVID UPDATE REPORT**

To receive and note a COVID update report.

### **11. CLERKS REPORT**

To receive and note the Clerk's report.

### **12. DATE AND TIME OF NEXT MEETING**

The next virtual meeting of the Recreation, Leisure and Amenities Committee will be held on Wednesday 16<sup>th</sup> June 2021 at 7pm.

## **Part 3 CONFIDENTIAL ITEMS**

**Under 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 following types of business will be treated as confidential:**

- a. Engagement, terms of service, conduct and dismissal of employees**
- b. Terms of tenders, and proposals and counter-proposals in negotiations for contracts**
- c. Receipt of professional legal advice and preparation of cases in legal proceedings**
- d. The early stages of any dispute**
- e. Matters of a Commercial nature**

**There are no confidential items**



## **FLEET TOWN COUNCIL**

### **MINUTES OF THE RECREATION, LEISURE & AMENITIES VIRTUAL COMMITTEE MEETING**

**Wednesday 16<sup>th</sup> December 2020 at 7pm**

#### **PRESENT**

**Councillors:** G. Chenery, P. Einchcomb, R. Hill, L. Holt, K. Jasper, A. Oliver, R. Richmond, B. Schofield, S. Tilley, G. Woods, J. Wright.

**Also Present:** Janet Stanton - Town Clerk  
Susanna Walker - Committee Clerk  
Alex Robins - Harlington General Manager  
Ben Crane - Facilities and Open Spaces Manager

Dave Harrison - Friends of Basingbourne Park

#### **RLA December 2020 ITEM 1**

#### **APOLOGIES**

Apologies were given and accepted by Councillor Wildsmith who currently does not have internet access.

#### **RLA December 2020 ITEM 2**

#### **DECLARATIONS OF INTEREST**

Councillor Einchcomb declared that he is on the committee of Friends of Basingbourne Park (Item 7).

#### **RLA December 2020 ITEM 3**

#### **QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions from the public.

#### **RLA December 2020 ITEM 4**

#### **MINUTES OF PREVIOUS MEETING**

The minutes of the Recreation, Leisure & Amenities Committee meeting held on Wednesday 16<sup>th</sup> September 2020 were approved and signed by the Chairman, with the following amendments.

- Page 3, Item 8 – FACILITIES AND OPEN SPACES MANAGER'S REPORT
  - The 7<sup>th</sup> bullet point should read 'An interim payment should be paid'.
- Page 4, Item 10 – BASINGBOURNE PARK DEVELOPMENT PLAN
  - The 2<sup>nd</sup> paragraph should read 'Councillor Woods proposed that the full RLA committee undertake a review of the Park Development Plan'.
  - The last bullet point should read 'good to encourage residents to let water soak into their gardens'.

Members received the report of the FOSM for the September – November 2020 quarter. The following matters were discussed:

- **Calthorpe Park Play Area**
  - Calthorpe Park Action Day was cancelled due to inclement weather. This is now to be rescheduled to Spring 2021.
  - Contractors will be on site from Monday 21<sup>st</sup> December 2020 to replace the grids and repair the access way.
  - The area around the trampoline has been repaired.
  - The water issue near the swing has now been resolved.
  - Many cars park in Merrivale which is central to Tavistock and All Saints schools
  - FTC is working with HDC to introduce parking enforcement. Signs showing children playing will also be installed
  - Portable CCTV cameras (belonging to FTC) have been installed. FTC is now waiting for the main CCTV camera (which is operational) to be connected for central monitoring.
  - There have been a number of complaints regarding the play area. FTC is working with the local Community Safety Officer.
  - Possible factors relating to noise levels at a time when more residents are working at home are:
    - increase in traffic since lockdown
    - staggered school drop off and pick up times.
  - Possible options to help reduce noise levels are being investigated

**RESOLVED**

- To note the report of the Facilities and Open Spaces Manager.

The report of the General Manager of the Harlington for the period September - November 2020 was presented. Members discussed the following:

- A limited number of shows took place in October.
- The Jazz Club was recorded as if it was streamed.
- Both screens in the auditorium are in place and working.
- There are 2 shows in January 2021 which will be paid live streamed
- The bar is using existing stock only, buying in 1 barrel of real ale at a time.
- New card terminals have been installed and will link up with the app to order drinks and take payment at the same time.  
The new app will be available for the bar from Saturday 19<sup>th</sup> December 2020.

**RESOLVED**

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

Further to Councillors' visits to Basingbourne Park and Woods, members received and considered reports from Councillor George Woods and Councillor Paul Einchcomb on the mid-term Development Plan Review, looking at the requirement for walk bridges within the Basingbourne woodland. The following matters were discussed:

- Friends of Basingbourne Park have assisted with improvements to the park.
- There are areas of natural flooding in the park. FOBP proposes to introduce a number of bridges to make areas more accessible.
- The long-term maintenance cost of the bridges.
- Bridge designs.
- An area where one bridge is proposed is very wet which could cause issues in the future.
- Flood plan.
- Grants money available to FOBP.
- The Environmental Agency and its possible plans for the area.
- HDC's Green Grid Initiative.
- Application cost for 3 bridges totals £800.00,

Members **RESOLVED** that

- a) Any amendments required for the Basingbourne Park Development Plan be submitted before the current plan finishes in 2022.
- b) Friends of Basingbourne Park have permission to apply to the Environmental Agency for permits to install 3 footbridges at positions determined in the report.

#### **RLA December 2020 ITEM 8**

#### **THE CEMETERY OFFICER'S REPORT**

Members noted that there was no Cemetery Officer's Report for the December 2020 meeting and that the cemetery management continues to run smoothly. Several spaces have been sold and reserved in recent months. Members also discussed:

- The future longevity of the cemetery.
- An additional cemetery. FTC is under no obligation to provide this, and there is no available land within the parish boundary suitable.
- An option to discuss an additional cemetery with parishes in the neighbourhood.
- Responsibility to provide burial facilities.

#### **RLA December 2020 ITEM 9**

#### **PARK RUN**

Members received and noted a letter to FTC, proposing a new Park Run to be located at Edenbrook Country Park. Members noted that a funding contribution has been requested, which will be taken to the February 2021 Policy and Finance Committee for consideration. The following points were raised:

- The funding request for a perpetual licence.
- Grant application.
- FTC to seek further information.

#### **RLA December 2020 ITEM 10**

#### **FUTURE EVENTS**

Members received a copy of the following calendar of events and noted that Fleet Carnival is still being planned for July 2021, dependant on the current situation.

Saturday 3rd July 2021	Calthorpe Park	Fleet Carnival
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#### **RLA December 2020 ITEM 11**

#### **CLERKS REPORT**

Members received an update from the Clerk, and noted the following:

- Hart Lions have proposed to plant cherry trees at The Views in commemoration of the good work of the NHS workers during COVID and those who have passed away.

- Fleet Road roadworks will cause major disruption from 21<sup>st</sup> December 2020 until end of February 2021.

**RLA December 2020 ITEM 12      DATE AND TIME OF NEXT MEETING**

The next virtual meeting of the Recreation, Leisure & Amenities Committee will be held Wednesday 17<sup>th</sup> March 2021 at 7.00pm.

There being no further business the meeting closed at 9.01pm.

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

**Chairman**

DRAFT

**Officer Report  
RLA March 2021**

**OFFICER:** Sian Taylor – Cemetery Clerk  
**DATE:** 8<sup>th</sup> March 2021  
**SUBJECT:** Cemetery Report

This report is to note

### **Burials**

Following the COVID-19 pandemic, it is useful to be aware of the space left in the cemetery and how the last year has affected this.

At the time of writing, there are 29 full burial plots and 27 of the old-style ashes' plots with the 99-year lease left.

In the newest burial area, there are 76 plots. We had initially estimated around 100 however this figure has been revised since burials have started. 47 have been sold.

ICCM have confirmed that there is no statutory duty on a local authority to provide burial facilities. There are some cemeteries in London who are full and have made arrangements with neighbouring cemeteries to accommodate their residents.

The sale of burial plots has increased over the last year – 26 new plots have sold since April, of which 8 were reservations compared to 20 ashes plots (of all types) of which 1 was a reservation.

The trend over the last 5 years was more towards ashes plots until this last year when burials have increased again – it may be because most of the older population prefer to be buried.

### **Burial plots**

2015/16	13	of which 3 were reservations
2016/17	14	of which 2 were reservations
2017/18	15	of which 8 were reservations
2018/19	4	of which 1 were reservations
2019/20	9	of which 3 were reservations
2020/21	26	of which 8 were reservations

### **Ashes plots**

2015/16	12	of which 3 were reservations
2016/17	17	of which 4 were reservations
2017/18	10	of which 5 were reservations
2018/19	14	of which 1 were reservations
2019/20	9	of which 3 were reservations
2020/21	20	of which 1 were reservations

### **Analysis of all interments over the last 5 years:**

	total Burials	New burial plots	of which are reserved	2nd interments in existing plots		Total ashes	New ashes plots	of which are reserved	2nd interments in existing plots
2015/16	26	13	3	16	2015/16	16	12	3	8
2016/17	20	14	2	8	2016/17	3	17	4	10
2017/18	27	15	8	15	2017/18	17	10	5	12
2018/19	9	4	1	6	2018/19	25	14	1	12
2019/20	13	9	3	7	2019/20	2	9	2	23
2020/21	21	26	8	4	2020/21	23	20	1	6
<b>Total</b>	<b>116</b>	<b>81</b>	<b>25</b>	<b>36</b>		<b>86</b>	<b>82</b>	<b>16</b>	<b>71</b>



Item 5

Sales in the Garden of Remembrance (these are included in ashes figures above) are still steady with 9 Sanctum Vaults – including one second interment, 4 kerb stones, 1 Rose memorial and 2 plant memorials having been sold since April 2020.

### **Cemetery of the Year Awards 2020**

Fleet Cemetery won the Silver award for Cemetery of the Year awards in the Parish, Town, and Community Council category.

This award is for the running and administration of the cemetery, looking at best practice, improving standards and creating environments that are safer, more user friendly and compliant with current legislation.

The award provides an indication of how Burial Authorities throughout the UK are performing in the following key areas:

- Grounds maintenance and Facilities
- Website
- Lease arrangements (Exclusive Rights of Burial)
- Freedom of Choice – Memorial Regulations
- Fees
- Memorial Registration scheme
- Burial Times
- Good Practice

The Cemetery Clerk is pleased to receive this award following implementation of advice received following the entry in 2019.

### **South and South East in Bloom 2020**

Fleet Cemetery once again, won Gold. Thanks go to the grounds maintenance teams for ensuring the cemetery is always looking its best.

### **Exhumations**

There have been 2 requests for exhumations:

- One for exhumation of ashes which will be moved to a full burial plot within the cemetery to enable the deceased to be buried in the same plot as his wife. This has been granted by Department of Justice and will take place in mid-March
- A full burial where the deceased will be moved to a cemetery in Hereford as there is no family left in Fleet. This is awaiting completion of the paperwork to be submitted to Department of Justice.

### **Cemetery Road**

Planters moved from the High Street to the left-hand side of Cemetery Road now enhance the entrance of the Cemetery. The bulbs which were planted in the Autumn are now in bloom. Seasonal coloured plants will be added to each planter in the next few weeks.



**Officer Report**

**RLA Committee**

**Wednesday 17<sup>th</sup> March 2021**

**OFFICER: Facilities & Open Spaces Manager (FOSM)**

**DATE: 8<sup>th</sup> March 2021**

**SUBJECT: General Report.**

**1. Ancells Farm Community Centre**

- The annual heating service has been carried out in the building with remedial repairs expected to be completed shortly.

**2. Ancells Play Park**

- New rope has now been installed on the Rota Web and is now open to use.
- Discussions are being had, to determine the best location for the new Table Tennis table, kindly donated by Courtmoor School.

**3. Ancells Pavilion**

- Repairs have been made to the guttering following recent vandalism.
- New lighting has been installed on the external of the building to help deter potential vandals.
- Following repeated incidents of graffiti on the side of the pavilion, the brick work has now been painted with anti-graffiti paint, which will make any future graffiti easy to remove.
- The annual heating service has been carried out in the building with remedial repairs expected to be completed shortly.

**4. Calthorpe Park Play Area**

- BT have not yet confirmed the installation date of the RS1000 Cabling needed to allow the CCTV control room to monitor the CCTV camera. BT met with Hart DC officers to inspect the receiving cabinet to ensure the correct product is being used.

**5. Harlington**

- Much of the FOSM's time has and will be taken up with the daily operations of the Covid-19 Vaccination delivery at The Harlington for the foreseeable future.
- Assisting the venue Technician with various tasks to improve the venue including running cables and repairs, and installations.

**6. Oakley Park**

- Approval has been given to The Environment Agency to install a Flood Monitoring Device on the bridge by Kings Road to measure the Oakley Park Water Course levels. This is to allow the Agency to give an early warning to residents at risk of flooding. The device will be none intrusive and a meeting with Nigel Jefferies has taken place to confirm it will not create problems with grounds maintenance.

## **7. Additional**

### **Trees**

- The annual tree survey, tree works have been carried out across all sites.
- It is hoped that FTC will be able to obtain a large number of free trees (small whips) from The Woodland Trust, in November 2021. Suitable planting areas will be looked at during the year.

### **Health & Safety**

- Health & Safety walk rounds of all buildings and open spaces continue to be carried out and safety checks completed.
- Covid-19 signage has been put up around all play areas and is being inspected by staff and Councillors periodically.
- Covid-19 Risk Assessments have been completed and continue to be updated across all areas.
- Cleaning provisions have been put in place for all buildings.

### **Football Pitches**

- All pitches have been marked up ready for weekend matches.

### **Open Spaces**

- Signage has been put up in all Open Spaces and has been updated regularly in accordance with Government guidelines.
- Regular visits to each site have been taking place to ensure Open Spaces are being used correctly and safely.
- Repairs are being made to various play areas.
- Arrangements are being made to have all "Welcome to Fleet" signs cleaned, as well as park signage and various road and street signs where required.

## **RECOMMENDATION**

- That the contents of the report be noted.

## OFFICER REPORT

**DATE:** RLA meeting 17<sup>th</sup> March 2021

**OFFICER:** Alex Robins – General Manager

**REPORT COVERING:** December 2020 - February 2021

### 1. General overview

- The Harlington managed to put on four socially distanced shows in December before the latest lockdown, in addition to the small number of performances and classes that were allowed to take place throughout the year. These, together with the venue becoming a vaccination centre allowed for a small amount of income above what had been projected and put The Harlington to perform as well as could be hoped for in such dire circumstances. Most importantly it's provided a central Fleet location for vaccination and allowed the programme to run quicker and more conveniently for those unable to travel easily. A good covid safe system was in place and whenever the Government permitted activities or performances that could take place within the venue, arrangements were made to do so, with positive response from visitors about the management of them.

Ancells Farm Community Centre has remained open throughout the period for the pre-school and a small number of other activities when permitted.

All Harlington staff have been furloughed for varying amounts of time during the period. The flexibility of the scheme allows hours to be focussed on different areas of the operation dependant on requirements each week.

**RECOMMENDATION: FOR NOTING**

### 2. Box office - Individual performance summaries

- Jazz Club. Reports were circulating about a rise in transmission of the virus and the previous appetite for getting out started to slow during December, meaning smaller attendance than the previous show, but still very welcome to those who did attend.

**RECOMMENDATION: FOR NOTING**

- Back on the Road with Cinelli Brothers. Moved from its original date, it was much the same story as the Jazz Club in that there were lower numbers mainly due to people who'd purchased tickets not attending. This band had been due to support a larger gig at the Harlington earlier in the year, so were at least able to come and play in their own right.

**RECOMMENDATION: FOR NOTING**

#### Item 7a

- Back on the Road with Dom Martins Savages. As above, numbers were not where they normally would be, but it was still well attended for the low number that could be admitted due to social distancing and a first class show. This was the first live performance out of Northern Ireland for this newly formed trio.

#### **RECOMMENDATION: FOR NOTING**

- Comedy Club. The final of only a handful of shows throughout 2020 and it was the same story as everything else during December. Numbers were lower but the show was very well received and everything made a small profit of some kind.

#### **RECOMMENDATION: FOR NOTING**

### **3. Hall hire**

A slow year for bookings due to Covid restrictions, but wherever activities were permitted, hirers were invited back, with several taking up the opportunity. Unfortunately it was only ever for short bursts. Although in lockdown, the rules did permit a professional band video to be filmed in the venue as a hire during January and from early February the venue was being used as a vaccination centre. This is due to continue into the summer.

### **4. Ticket Sales**

Ticket sales were naturally very low due to only seven performances taking place all year, and those were all done with socially distanced capacities. Tickets are however starting to move slowly for the Autumn programme, which is currently being finalised.

### **5. Bars**

- Bar sales have been minimal due to the small number of performances and unfortunately it's inevitable that there will always be some waste when opening and closing at short notice, however they've still added a small amount of profit to the pot. Table service has been used throughout. The venue app is ready and waiting to go when the venue can finally open for performances again.

### **6. Ancillary sales (Confectionery, Ices, Snacks, Merchandise)**

- Minimal ancillary sales have been made during the year.

### **7. Coffee shop**

- No coffee shop sales across the year. The area has been used as a socially distanced waiting area for dance class attendees and parents and is now the reception area for vaccinations.

### **8. Ancells Farm Community Centre**

- The centre continued to operate under lockdown for the pre-school and has opened for a small number of other users when permitted to do so.

#### **RECOMMENDATION: FOR NOTING**

Item 7b

### Monthly Performance Totals (net of VAT)

April	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
Space	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Film Club x 2	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roller Disco drop in	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Stevie Nimmo	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Comedy Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Jazz Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roller Disco	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
ELO Encounter	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rock Choir x 2	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Ceroc x 5	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Other	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
TOTALS FOR APRIL	£ -	£ -		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
May	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
Clare Teal	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Chairman's Function	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Purple Zeppelin	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Film Club x 2	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
The Stumble	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Comedy Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Jazz Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roller Disco	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rock Choir x 3	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Ceroc x 4	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Other	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
TOTALS FOR MAY	£ -	£ -		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
June	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
90's Rewind	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Bootleg Blondie	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Film Club x 2	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Totally Tina	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rabbit Rabbit	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Jazz Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roller Disco	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Comedy Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Guns 2 Roses	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rock Choir x 4	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Ceroc x 4	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
TOTALS FOR JUNE	£ -	£ -		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
July	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
Genesis Connected	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Starburst	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roller Disco	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
LT Dance	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Funtime Dance	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Jazz Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Film Club x 1	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rock Choir x 1	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Ceroc x 4	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
TOTALS FOR JULY	£ -	£ -		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
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
Ceroc x 5	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Martin Kemp	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -

Dom Joly	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
TOTALS FOR AUGUST	£	-	£	-		£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
September	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											
Pop Divas Live	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
ELO Encounter	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Jersey Guys	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Comedy Club	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Jazz Club	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Film Club x 2	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Roller Disco	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Aswad	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Rock Choir x 4	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Ceroc x 4	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Tudor Rose	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
TOTALS FOR SEPTEMBER	£	-	£	-		£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
October	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											
Bernie Marsden	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Nine Below Zero	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Roller Disco	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Jazz Club	£	-	£	1,127.62	73%	£	706.38	£	421.24	£	384.16	£	154.50	£	229.66	£	-	£	1,511.78	£	860.88	£	650.90
Film Club x 2	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Buble v Sinatra	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Comedy Club	£	-	£	978.10	73%	£	700.00	£	278.10	£	746.50	£	298.60	£	447.90	£	159.68	£	1,724.60	£	1,158.28	£	566.32
Clare Teal	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Floyd Effect	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Rock Choir x 3	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Ceroc x 5	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
TOTALS FOR OCTOBER	£	-	£	2,105.72		£	1,406.38	£	699.34	£	1,130.66	£	453.10	£	677.56	£	159.68	£	3,236.38	£	2,019.16	£	1,217.22
November	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											
Oasish	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Bad Manners	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Jazz Club	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Film Club x 2	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Comedy Club	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Roller Disco	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Purple Zeppelin	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
80's Rewind	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
80's Rewind	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Rock Choir x 4	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Ceroc x 4	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Back on the Road:Brave Rival	£	-	£	957.14	72%	£	450.00	£	507.14	£	334.98	£	135.05	£	199.93	£	-	£	1,292.12	£	585.05	£	707.07
TOTALS FOR NOVEMBER	£	-	£	957.14		£	450.00	£	507.14	£	334.98	£	135.05	£	199.93	£	-	£	1,292.12	£	585.05	£	707.07
December	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											
Jazz Club	£	-	£	548.57	32%	£	548.57	£	-	£	169.03	£	68.54	£	100.49	£	78.24	£	717.60	£	695.35	£	22.25
Mainly Madness	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Back on the Road: Cinelli Bros	£	-	£	671.43	52%	£	450.00	£	221.43	£	200.20	£	80.29	£	119.91	£	44.01	£	871.63	£	574.30	£	297.33
Back on the Road: Dom Martin	£	-	£	900.00	72%	£	500.00	£	400.00	£	309.00	£	124.16	£	184.84	£	85.57	£	1,209.00	£	709.73	£	499.27
Comedy Club	£	-	£	780.00	62%	£	700.00	£	80.00	£	451.73	£	186.17	£	265.56	£	88.02	£	1,231.73	£	974.19	£	257.54
Panto	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Ceroc x 1	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
Other	£	-	£	-	n/a	£	-	£	-	£	-	£	-	£	-	£	-	£	-	£	-		
TOTALS FOR DECEMBER	£	-	£	2,900.00		£	2,198.57	£	701.43	£	1,129.96	£	459.16	£	670.80	£	295.84	£	4,029.96	£	2,953.57	£	1,076.39

January	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
Northsyde	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
T Rextasy	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Film Club x 2	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roller Disco	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Comedy Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Jazz Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
ACDC UK	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rock Choir x 2	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Ceroc x 4	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
TOTALS FOR JANUARY	£ -	£ -		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
February	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
Bootleg Blondie	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Jenny Éclair	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
New Amen Corner	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
James Taylor Quartet	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Film Club x 2	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Comedy Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Jazz Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roller Disco drop in	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Roller Disco	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rock Choir x 3	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Ceroc x 4	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
TOTALS FOR FEBRUARY	£ -	£ -		£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
TOTALS	£ -	£ 5,962.86		£ 4,054.95	£ 1,907.91	£ 2,595.60	£ 1,047.31	£ 1,548.29	£ 455.52	£ 8,558.46	£ 5,557.78	£ 3,000.68



# OFFICER REPORT

## RLA MEETING

Wednesday 17<sup>th</sup> March 2021

**OFFICER:** Janet Stanton  
**DATE:** 9 March 2021  
**SUBJECT:** COVID Update Report

During the Pandemic, Fleet Town Council has fully adhered to both the actual and the spirit of the Government's guidance in all matters relating to COVID, be it in the parks, cemetery or its buildings; very often reacting at very short notice to meet the latest set of changes.

The Government has now produced its "Response to COVID 19 – Spring 2021" which includes a step-by-step plan to cautiously ease restriction in England – a roadmap. The Government will take a cautious approach to easing lockdown and will be guided by the data, not dates, in order to avoid a surge in cases which would put unsustainable pressure on the NHS. After each easing of the restrictions, it will take around 4 weeks for the data to show the impact of easing restrictions and the Government will provide a further weeks' notice to the public and businesses ahead of any further changes. For that reason, there will be at least five weeks between the steps in the roadmap. The indicative "no earlier than" dates in the roadmap are all contingent on the data and subject to change.

Taking on board the above, it was felt it would be helpful to Members to see how the easing of restrictions will affect the services and activities of Fleet Town Council, but it must be borne in mind that these are the "no earlier than" dates and could very easily slip if the data does not meet the Government's four steps to recovery.

### **No earlier than 8 March 2021**

- No change to the activities and services of Fleet Town Council

### **No earlier than 29 March 2021**

- Tennis Courts re-open – social contact rules
- Formally organised Football with no gathering limits provided compliant with guidance from Football Assoc.
- Formally organised outdoor sports with no gathering limits provided compliant with guidance by national governing body.
- Other outdoor sports training – social contact rules if no national governing body.

### **No earlier than 12 April 2021**

- The Harlington may reopen for community activities. Social distancing, social contact rules and COVID- SECURE guidance remains.
- Ancells Farm Community centre re-open. Social distancing, social contact rules and COVID- SECURE guidance remains.
- All children may attend any indoor activity – social contact rules, social distancing and COVID- SECURE guidance remains.
- Market – all retail may return. Social contact rules and social distancing remains

## Item 10

### **No earlier than 17 May 2021**

- Events/cinema in parks may take place – Some easing of social contact rules, COVID-Secure guidance remains
- The Harlington can re-open – Some easing of social contact rules, social distancing and COVID-SECURE guidance remains for:
  - events/shows
  - adult indoor exercise/dance classes may restart.

### **No earlier than 21 June 2021**

- Removal of all legal limits on social contact.

## OFFICER REPORT

### RLA MEETING

Wednesday 17 March 2021

**OFFICER:** Janet Stanton  
**DATE:** 9 March 2021  
**SUBJECT:** Clerk's Report

#### 1. The Views

A meeting of the Parks and Open Spaces Working Group has met to discuss the way forward with plans for Sensory areas within The Views. Members are currently reviewing the original plans and the next meeting of the Working Group has been arranged for 19<sup>th</sup> March

#### 2. Extension to football season

Due to lockdown and no football having taken place this year, the North East Hants Youth League has been permitted by the FA to extend their football season until the end of June provided grass pitches are available. After discussions with the grounds maintenance team, they will do their best to complete most of the annual reparation of the pitches although this is slightly dependent on weather. They have also said that they will mark the pitches for the extra two months at no additional cost. Permission has therefore been given to Hart Youth Football Club to use the pitches until the end of June. At this stage we are not aware whether this will apply to the other clubs playing football in our parks.

#### 3. Data Centre Cabinet

The Council has been approached by a company whose client is planning to rollout a Fibre network throughout Fleet. If this goes ahead they would have a requirement for a small parcel of land to house a container, typically 5.5 x 3.5m and associated equipment surrounded by fencing. In total they are looking to lease an area of land of circa 7.5m x 7.5m and have suggested several locations in areas of our parks. The clerk is in discussions with the company and will report back to the Council once further information on proposed park locations and contractual details have been gathered.