



Notice is hereby given of

THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING

on

Wednesday 21st December 2022 at 7pm at The Harlington (Dance Studio)

All Committee members are summoned to attend.

To Councillors:

G. Chenery, K. Cottrell, P. Einchcomb, R. Fang, L. Holt, E. May, A. Oliver, R. Schofield, S. Tilley, B. Willcocks, G. Woods and P. Wildsmith.

Rochelle Halliday, Executive Officer
14th December 2022

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 maximum 15 minutes) To receive questions and statements from members of the public.
4.	MINUTES OF PREVIOUS MEETING To receive and approve as a correct record the minutes of the RLA Committee held on Wednesday 28 th September 2022 (<i>copy attached</i>).
Part 1 – ITEMS FOR DECISION	
5.	THE CEMETERY OFFICER'S REPORT To consider the Cemetery Clerk's Report (<i>verbal report to be provided</i>). RECOMMENDATION To note the verbal report of the Cemetery Clerk.
6.	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 General Manager (<i>copy attached</i>). RECOMMENDATION To note the report of the General Manager.

7.	<p>FACILITIES AND OPEN SPACES MANAGER'S REPORT To consider the Facilities and Open Spaces Manager's Report (<i>copy attached</i>).</p> <p>RECOMMENDATIONS</p> <ul style="list-style-type: none"> a) To agree the use of the Lengthsman Scheme money for the proposed projects. b) To consider options for increasing the security of Ancells Farm surrounding green space. c) To consider any action required regarding the siting of the bench by Ancells pavilion. d) To note the report of the Facilities and Open Spaces Manager.
8.	<p>TRAFFIC ORDER – BAKER WAY To consider and approve the recommended implementation of a parking Traffic Order in Baker Way (<i>see attached Meeting Report</i>).</p> <p>RECOMMENDATIONS</p> <ul style="list-style-type: none"> 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 the parking restrictions are modified in the above location to a 'Maximum stay of three hours, no return within three hours, Monday – Saturday 24hrs'. c) To approve the implementation costs for lining, advertising and relocating the signage.
9.	<p>COUNCIL FEES To agree fees payable for Council services in the 2023/24 financial year (<i>copy attached</i>).</p>
10.	<p>ANCELLS FARM GREEN GYM To consider and agree the equipment and location for the Ancells Green Gym, and to confirm the revised cost (<i>copy attached</i>).</p> <p>RECOMMENDATIONS</p> <ul style="list-style-type: none"> a) To approve location 1 for the installation of the Green Gym equipment. b) To approve the proposed equipment to be installed. c) To confirm the revised cost and approve the order and installation of the Green Gym.
11.	<p>ANCELLS FARM PAVILION MURAL REQUEST To consider and approve request from the Friends of Ancells Farm to paint a mural on Ancells Farm pavilion (<i>copy attached</i>).</p> <p>RECOMMENDATION To determine the request.</p>
12.	<p>EVENT APPLICATION CALTHORPE PARK To consider and approve a request for a Classic Car show to be held in Calthorpe Park (<i>copies attached</i>).</p> <p>RECOMMENDATION To approve the request.</p>
13.	<p>ADVERTISING SIGNS AT CALTHORPE PARK – CALEB'S COFFEE To consider and approve an application for advertising signs in Calthorpe Park for Caleb's Coffee shop (<i>copy attached</i>).</p> <p>RECOMMENDATION To approve the installation of signage but to consider the appropriate number, size, design and type of signs, and to approve the specific locations.</p>

Part 2 – ITEMS TO NOTE**14. EXECUTIVE OFFICER'S REPORT**

To receive any updates from the Executive Officer (*see attached Meeting Report*).

15. FUTURE EVENTS

To note the future events taking place on Council property, as detailed below.

25 th December 2022	The Harlington	Christmas Day Lunch
26 th March 2023	Calthorpe Park	Fleet Half Marathon

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.

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.

17. GROUNDS MAINTENANCE CONTRACT RENEWAL

To consider extending the current grounds maintenance contract for a further period (*copy attached*).

RECOMMENDATION

To make a recommendation to Council that the grounds maintenance contract is extended for a two-year period with the current contractor.

18. THE HARLINGTON LEASE

To receive an update and agree the outline principles for The Harlington lease (*copy attached*).

19. FLEET TOWN FOOTBALL CLUB LEASE

To receive an update on the lease negotiations with Fleet Town Football Club and to agree any actions as required (*copy attached*).



FLEET TOWN COUNCIL

MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING

Wednesday 28th September 2022 at 7pm

PRESENT

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

Also Present: Janet Stanton – Town Clerk

Rochelle Halliday – Executive Officer (from 1st October) Clerk for meeting

Alex Robins – Harlington General Manager

Sian Taylor – Cemetery Officer

Mike Bye – Friends of Oakley Park (FoOP)

Dave Harrison – Friends of Basingbourne Park (FoBP)

RLA September 2022

STATEMENT FROM THE CHAIRMAN

The Chairman gave a brief statement covering the local arrangements put in place following the passing of HM The Queen, a recent incursion by Travellers onto Ancells Farm and the success of FTC in the South and South-East in Bloom competition. He also wished Janet Stanton the outgoing Clerk well as she retires from FTC and welcomed the new Executive Officer Rochelle Halliday.

RLA September 2022 ITEM 1

APOLOGIES

Members received and accepted the apologies from Councillor Richmond due to previously having resigned from RLA, Councillor Tilley due to medical reasons, Councillor Fang due to work commitments and Cllr Willcocks due to ill health.

RLA September 2022 ITEM 2

DECLARATIONS OF INTEREST

There were no declarations of interest.

RLA September 2022 ITEM 3

QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the public. Members of the Friends of Groups thank the Council for the new and improved pathways at Oakley Park.

RLA September 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 15th June 2022. The Chairman signed the minutes as a true record of the meeting.

RLA September 2022 ITEM 5

THE CEMETERY OFFICER'S REPORT

Members received the report of the Cemetery Officer, with the following matters being discussed:

- **Parking**
 - Ongoing issue of cars parking along Cemetery Road outside the Cemetery.
 - Parking restrictions on Cemetery Road have been included in a parking order with HDC. The Parking Order is due to be issued for consultation in three weeks with the order due to be agreed by Christmas. Road markings will be installed when weather permits.
- **Lengthsman Scheme**
 - Ideas have been put forward, but no decision has been made on the residual funds.
- **New Burial Area**
 - The new plots should last approximately 10 years. There is an ongoing maintenance liability.
- **Cemetery Pathways**
 - Pathways are deteriorating and need repairing.

Members considered funding to repair and resurface a section (red section) of pathway in the Cemetery. The repair work will cost £7,965.53, the Rejuvophalt resurfacing will cost £5,669.57. Total cost £13,635.10.

The following proposal was put forward and **RESOLVED**:

1. FTC to proceed to repair and resurface the red section.

This was seconded and agreed by all Councillors.

- **Badgers**
 - FTC is awaiting expert advice on the best course of action prior to applying for the relevant licence from Natural England.

Members **RESOLVED** to

- a. Use General Reserves resulting from surplus cemetery funds for the works.
- b. To cut further costs by using infill on the ends of the green paths by using soil from the digging of graves and grass it.
- c. Note the report of the Cemetery Clerk.

Cemetery Clerk left at 7.30pm.

RLA September 2022 ITEM 6

THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT

The report of the General Manager of the Harlington for the period June - August 2022 was presented. Members discussed the following:

- The forecast on projections for The Harlington. Currently a £50K shortfall against whole budget, which is an improvement on previous projections.
- Performances are affected nationwide, sales are slow but starting to improve, autumn is the key period.
- The impact from Covid and now the cost-of-living crisis continues.
- Contractually shows can be cancelled if they are not selling well.
- Energy costs and hiring costs, if charges are raised, the venue will become uncompetitive.
- NHS vaccinations will continue to be delivered in the building until the end of 2022.
- Ancells Car park surface is deteriorating and will need repair soon, this will entail higher costs than normal.
- Plans for the Coronation will need to be considered.

RESOLVED

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

Harlington General Manager left at 7.50pm.

RLA September 2022 ITEM 7 REPORT

FACILITIES AND OPEN SPACES MANAGER'S

Members received the report of the FOSM for the June – August 2022 quarter. The following matters were discussed:

- **Parking on Baker Way/Calthorpe Park**
 - Parking on Baker Way is stopping access for pedestrians at certain times.
 - Consideration should be given to potentially amending the traffic order as the current order does not allow 'no parking' on the Cycleway. If a change is agreed, please advise Cllr Oliver at the next RLA meeting. Additional costs will be incurred for line painting, signs and advertising the traffic order.
 - The ROSPA reports identify no urgent repairs, all other repairs are manageable within budget. Issues identified in Calthorpe park are covered by the warranty.
- **The Harlington**
 - An issue has been identified in relation to The Harlington heating system, which is likely to have financial implications.
- **Basingbourne Park**
 - A picnic bench has been damaged and has been removed from site. A suitable replacement will be considered.
- **Ancells Farm – Green Gym**
 - Location of the new green gym will need careful consideration.
 - Meeting to be convened with Cllrs. Einchcomb, Woods, May, Executive Officer and FOSM to agree equipment choices and location.

Members **RESOLVED** to

- a. Consider a change to the Traffic Order in Baker Way (Calthorpe Park) at the next meeting.
- b. To establish a group to decide on the equipment and location of the Ancells Green Gym.
- c. Note the report of the Facilities and Open Spaces Manager.

RLA September 2022 ITEM 8 SPEED INDICATOR DISPLAYS (SIDS)

Members considered the SIDs data and made the following comments:

- The SID reports showed max speeds of 79mph in a 40mph zone, in one location and similar speeds in other areas.
- General outcome of implementing SIDS should be reported back to residents in the next Town Talk and on social media.
- FTC is currently paying a contractor to put up the SIDS however the funds are limited and additional locations may not be able to have boards installed.

RLA September 2022 ITEM 9 FUTURE EVENTS

Members noted the forthcoming community events.

RLA September 2022 ITEM 10 CLERK'S REPORT

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

- A request to replace whips damaged during the recent Traveller incursion on Ancells Farm for the areas behind the Faulkner's Arms.
- To consider further the format for Action Days, to look at improving ways of engaging residents and targeted support to increase turnout. It was agreed that the October Action Day will not go ahead.
- A Climate Change event is taking place across Hart on 1st October.

- HDC are purchasing heat loss guns, residents' access may be co-ordinated through parish councils and a bond will be required to borrow the equipment.

RLA September 2022 ITEM 11 DATE AND TIME OF NEXT MEETING

The next meeting of the Recreation, Leisure & Amenities Committee will be held on Wednesday 21st December 2022 at 7.00pm at the Harlington. There being no further business the meeting closed at 8.35pm.

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

Chairman

DRAFT

DATE: RLA meeting 21st December 2022

OFFICER: Alex Robins – General Manager

REPORT COVERING: September - November 2022

1. General overview

- After an unpredictable year to date and audience numbers ever so slowly building, there's been a definite upsurge in ticket sales throughout the Autumn. It would seem that even in the light of Covid still being about and the financial situation that's evident all around, many people are determined to enjoy at least one big night out before the end of the year. There seems to be evidence to show that rather than several nights out, many are being more selective and only having one or two, but there have been some very well sold shows as the year has progressed. The officer believes that 2023 will be slow to get going, but looking at the positives, the end of 2022 is producing some higher than expected results both through ticket and bar sales.

Several shows were cancelled in September for various reasons; highlighting the precarious situation that many businesses still find themselves in. There have been cancellations due to low ticket sales, Royal demise, flight issues, fuel issues and costs, you name it! However, there have been five sold out shows through November and into the beginning of December, with one weekend being sold out on the Friday, Saturday and Sunday, with 1,150 ticket holders coming through the doors over the three days. Ticket prices had also increased on the previous year and are increasing further from January onwards to meet rising running costs.

Hall hires continue at the projected rate and there is a question mark over whether vaccinations will continue in any form. There have been enquiries about early 2023, but verbally we're informed they won't be going ahead. Only time will tell. The officer is looking at hall hire pricing for both The Harlington and Ancells Farm for the next financial year. Ancells will expect to see price increases in order to go some way towards balancing rises the council will encounter. As a general rule it's not expected that The Harlington will be able to cope with wholesale price increases as this would make it too expensive in relation to other halls, although individual pricing will be examined. As previously stated, income will be generated through additional services offered to larger commercial hires in the main.

Programming has been completed up to the summer of 2023 and a brochure produced and distributed. This has involved a larger run than normal and increased areas of distribution to help kickstart things and to determine if sales can be achieved in previously untapped areas.

RECOMMENDATION: FOR NOTING

2. Box office - Individual performance summaries

- Northsyde & Friends. Cancelled due to low sales and rising band costs, making it unviable.

RECOMMENDATION: FOR NOTING

- Bootleg Blondie. The show had been moved from previous dates and was already quite well sold. Would've been expected to have higher sales normally, however very respectable.

RECOMMENDATION: FOR NOTING

- Stayin Alive. Cancelled due to Royal demise and re-scheduled for early 2023.

RECOMMENDATION: FOR NOTING

- A Vision of Elvis. Went ahead with lower than expected sales. The deal had to be re-negotiated in order to guarantee a fee and make it viable for the production.

RECOMMENDATION: FOR NOTING

- The Stumble. A tough sell due to the band only making rare appearances down south, but sold better than expected and definitely convinced the audience of their quality.

RECOMMENDATION: FOR NOTING

- Comedy Club. After a very quiet year, September was forced to cancel due to Royal demise, but October and November came back much stronger and will hopefully continue to increase sales. The comedy club image has also been re-branded to freshen things up raise its profile.

RECOMMENDATION: FOR NOTING

- Connor Selby Band. Cancelled due to low sales. The knock-on effect was that other stronger performing shows in the Autumn Gold series grew their ticket sales.

RECOMMENDATION: FOR NOTING

- Jazz Club. September and October really struggled to attract sales, but after a personal message to past bookers both through the club and the venue's database, explaining the need to support these events, November had very strong sales.

RECOMMENDATION: FOR NOTING

- Terry Alderton. A good portion of the tour was cancelled by the promoter due to "personal reasons", including the Harlington date.

RECOMMENDATION: FOR NOTING

- The Doors Alive. The date had to be re-scheduled for 2023 due to flight issues with the band's tour of New Zealand. They needed to take an earlier flight meaning the Harlington date couldn't go ahead.

RECOMMENDATION: FOR NOTING

- Black Sabbitch. The first time this US based band had visited the venue as part of their UK tour and although ticket sales levels were still experiencing a slump, numbers were enough to provide a good event and a high level of positive feedback. The band will be returning in 2023 and it's expected that numbers will be higher.

RECOMMENDATION: FOR NOTING

- Rod Stewart Songbook. Lower than expected sales, but enough to give a fair contribution. Another result of the slow increase in numbers of people attending live events.

RECOMMENDATION: FOR NOTING

- Dom Martin Band. Very good sales for a gig that was expected to attract half the number, but they had played at the venue a couple of times previously and also recorded a live album on the last of those visits.

RECOMMENDATION: FOR NOTING

- RU40. Another show that had been re-scheduled and failed to achieve its ticket expectations, however, still providing a contribution.

RECOMMENDATION: FOR NOTING

- The Rollin Stoned. A return after a few years absence and started to show that ticket sales were beginning to increase as the year moved through the Autumn.

RECOMMENDATION: FOR NOTING

- The Jam'd. A fairly good turnout for their first visit to the venue and was sold as a fully standing gig. A very lively night and will definitely be busier next time.

RECOMMENDATION: FOR NOTING

- The Mentulls. Cancelled due to low sales. The knock-on effect was that other stronger performing shows in the Autumn Gold series grew their ticket sales.

RECOMMENDATION: FOR NOTING

- The Bohemians. After a few years break due to the previous Queen band used by the venue retiring, the time was right for a new one and it sold out. They will be back in 2023.

RECOMMENDATION: FOR NOTING

- Bad Manners. Another return for this popular Ska night, and although not sold out, there were very healthy numbers in attendance.

RECOMMENDATION: FOR NOTING

- Ian Parker Band. The second time this band had played at The Harlington and they achieved the expected ticket sales.

RECOMMENDATION: FOR NOTING

- 80's Rewind. Returning for two nights this year and both were sold out. It's always a popular night and will be back with two more in 2023.

RECOMMENDATION: FOR NOTING

- Elles Bailey Band. Returning after a few previous visits and the artist's profile is growing all the time. The show capped off a sell-out weekend with another!

RECOMMENDATION: FOR NOTING

3. Hall hire

It's looking like hires will reach budget, even with the vaccination programme being very intermittent at present. All other room hires are going strong, although external venue hire for commercial shows has been slightly lower than normal due to the unpredictability of ticket sales in the current climate.

4. Ticket Sales

Financial successes (over £1,000) Sept/Oct/Nov (based on net ticket sales v performance costs)

80's Rewind x 2 - £9,300 contribution
Bootleg Blondie - £3,100 contribution
The Jam'd - £1,700 contribution
Elles Bailey Band - £1,500 contribution
The Bohemians - £1,400 contribution
Comedy Club x 2 - £1,300 contribution
Black Sabbitch - £1,000 contribution
Dom Martin Band - £1,000 contribution
Ian Parker Band - £1,000 contribution
Jazz Club x 3 - £1,000 contribution

Financial losses Sept/Oct/Nov (based on net ticket sales v performance costs)

None

5. Bars

- As ticket sales have grown, so have bar sales. Management accounts show above projected figures for all three months. Even where there have been less shows or lower ticket sales, spend per head totals have been at least equal to, or higher than target.

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

- Ancillary sales have performed ahead of projection for the period of this report and a good performance over pantomime will further improve the situation.

7. Coffee shop

- No coffee shop sales across the year. The area has been used for vaccinations and will potentially continue into 2023.

8. Ancells Farm Community Centre

- The centre is performing well for hall hire and should be expected to hit the projection at year end if this continues throughout the remainder of the financial year.

In terms of expenditure, everything is running to projected target and bottom line is expected to be met.

RECOMMENDATION: FOR NOTING

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
Ultimate Elton	£ -	£ 2,943.06	80%	£ 1,750.00	£ 1,193.06	£ 1,680.24	£ 674.54	£ 1,005.70	£ 278.30	£ 4,623.30	£ 2,702.84	£ 1,920.46
Rock For Heroes	£ -	£ 2,010.89	45%	£ 1,368.31	£ 642.58	£ 1,128.65	£ 452.74	£ 675.91	£ 191.48	£ 3,139.54	£ 2,012.53	£ 1,127.01
Film Club x 2	£ 200.00	£ -	n/a	£ -	£ -	£ 193.07	£ 77.34	£ 115.73	£ -	£ 393.07	£ 77.34	£ 315.73
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 441.07	£ 184.83	£ 256.24	£ 68.63	£ 686.07	£ 253.46	£ 432.61
Gig 4 Ukraine	£ -	£ 4,477.78	100%	£ 4,477.78	£ -	£ 1,231.74	£ 498.40	£ 733.34	£ 355.06	£ 5,709.52	£ 5,331.24	£ 378.28
Gig 4 Ukraine Livestream	£ -	£ 559.23	n/a	£ 559.23	£ -	£ -	£ -	£ -	£ -	£ 559.23	£ 559.23	£ -
Comedy Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Jazz Club	£ -	£ 1,682.22	67%	£ 1,102.41	£ 579.81	£ 515.15	£ 206.82	£ 308.33	£ 45.26	£ 2,197.37	£ 1,354.49	£ 842.88
James Taylor Quartet	£ -	£ 1,479.05	34%	£ 2,250.00	£ 770.95	£ 583.65	£ 233.38	£ 350.27	£ 171.11	£ 2,062.70	£ 2,654.49	£ 591.79
Roller Disco drop in session	£ 200.00	£ -	n/a	£ -	£ -	£ 162.16	£ 67.23	£ 94.93	£ 31.95	£ 362.16	£ 99.18	£ 262.98
Rock Choir x 1	£ 100.00	£ -	n/a	£ -	£ -	£ 21.16	£ 8.46	£ 12.70	£ -	£ 121.16	£ 8.46	£ 112.70
Ceroc x 4	£ 1,139.20	£ -	n/a	£ -	£ -	£ 378.66	£ 151.57	£ 227.09	£ 44.64	£ 1,517.86	£ 196.21	£ 1,321.65
TOTALS FOR APRIL	£ 1,884.20	£ 13,152.23		£ 11,507.73	£ 1,644.50	£ 6,335.55	£ 2,555.31	£ 3,780.24	£ 1,186.43	£ 21,371.98	£ 15,249.47	£ 6,122.51
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
Paul Zerdin	£ -	£ 4,132.22	78%	£ 3,139.95	£ 992.27	£ 949.48	£ 386.29	£ 563.19	£ 196.26	£ 5,081.70	£ 3,722.50	£ 1,359.20
Stayin Alive	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Film Club x 2	£ 200.00	£ -	n/a	£ -	£ -	£ 305.48	£ 122.47	£ 183.01	£ -	£ 505.48	£ 122.47	£ 383.01
90's Rewind	£ -	£ 4,406.67	57%	£ 2,250.00	£ 2,156.67	£ 3,873.82	£ 1,550.06	£ 2,323.76	£ 359.74	£ 8,280.49	£ 4,159.80	£ 4,120.69
Comedy Club	£ -	£ 972.50	40%	£ 700.00	£ 272.50	£ 831.32	£ 334.28	£ 497.04	£ 190.47	£ 1,803.82	£ 1,224.75	£ 579.07
Jazz Cub	£ -	£ 775.00	32%	£ 1,033.44	£ 258.44	£ 337.74	£ 135.78	£ 201.96	£ 26.63	£ 1,112.74	£ 1,195.85	£ 83.11
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 507.00	£ 213.58	£ 293.42	£ 42.60	£ 752.00	£ 256.18	£ 495.82
Jon Bovi	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rock Choir x 4	£ 400.00	£ -	n/a	£ -	£ -	£ 76.66	£ 30.66	£ 46.00	£ -	£ 476.66	£ 30.66	£ 446.00
Ceroc x 3	£ 854.40	£ -	n/a	£ -	£ -	£ 209.24	£ 84.08	£ 125.16	£ -	£ 1,063.64	£ 84.08	£ 979.56
TOTALS FOR MAY	£ 1,699.40	£ 10,286.39		£ 7,123.39	£ 3,163.00	£ 7,090.74	£ 2,857.20	£ 4,233.54	£ 815.70	£ 19,076.53	£ 10,796.29	£ 8,280.24
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
Lions Jubilee Event	£ 606.00	£ -	n/a	£ -	£ -	£ 811.09	£ 324.43	£ 486.66	£ 222.78	£ 1,417.09	£ 547.21	£ 869.88
Los Pacaminos	£ -	£ 3,572.22	60%	£ 2,314.21	£ 1,258.01	£ 1,784.92	£ 715.02	£ 1,069.90	£ 245.67	£ 5,357.14	£ 3,274.90	£ 2,082.24
Money For Nothing	£ -	£ 2,903.94	76%	£ 2,000.00	£ 903.94	£ 1,292.82	£ 518.89	£ 773.93	£ 212.42	£ 4,196.76	£ 2,731.31	£ 1,465.45
Film Club x 2	£ 200.00	£ -	n/a	£ -	£ -	£ 163.23	£ 65.71	£ 97.52	£ 40.11	£ 363.23	£ 105.82	£ 257.41
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 306.16	£ 127.23	£ 178.93	£ 37.27	£ 551.16	£ 164.50	£ 386.66
Comedy Club	£ -	£ 1,005.00	39%	£ 700.00	£ 305.00	£ 865.40	£ 348.20	£ 517.20	£ 212.01	£ 1,870.40	£ 1,260.21	£ 610.19
Jazz Club	£ -	£ 1,267.78	63%	£ 902.63	£ 365.15	£ 576.32	£ 235.83	£ 340.49	£ 31.95	£ 1,844.10	£ 1,170.41	£ 673.69
T Rextasy	£ -	£ 3,346.45	76%	£ 3,050.00	£ 296.45	£ 1,222.99	£ 490.59	£ 732.40	£ 238.62	£ 4,569.44	£ 3,779.21	£ 790.23
Dr Feelgood	£ -	£ 1,302.22	23%	£ 2,200.00	£ 897.78	£ 618.57	£ 248.24	£ 370.33	£ 135.61	£ 1,920.79	£ 2,583.85	£ 663.06
Funtime Dance Show	£ 693.00	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ 693.00	£ -	£ 693.00
Rock Choir x 5	£ 500.00	£ -	n/a	£ -	£ -	£ 252.91	£ 103.92	£ 148.99	£ -	£ 752.91	£ 103.92	£ 648.99
Ceroc x 5	£ 1,424.00	£ -	n/a	£ -	£ -	£ 428.41	£ 171.69	£ 256.72	£ -	£ 1,852.41	£ 171.69	£ 1,680.72
TOTALS FOR JUNE	£ 3,668.00	£ 13,397.61		£ 11,166.84	£ 2,230.77	£ 8,322.82	£ 3,349.75	£ 4,973.07	£ 1,376.44	£ 25,388.43	£ 15,893.03	£ 9,495.40
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
Legends of Music	£ 3,119.88	£ -	61%	£ -	£ -	£ 2,556.12	£ 1,037.92	£ 1,518.20	£ 729.60	£ 5,676.00	£ 1,767.52	£ 3,908.48
Absolute Bowie	£ -	£ 2,279.00	35%	£ 1,565.17	£ 713.83	£ 855.32	£ 342.90	£ 512.42	£ 285.61	£ 3,134.32	£ 2,193.68	£ 940.64
Jazz Club	£ -	£ 1,325.28	54%	£ 833.92	£ 491.36	£ 327.74	£ 131.26	£ 196.48	£ 31.95	£ 1,653.02	£ 997.13	£ 655.89
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 402.67	£ 166.72	£ 235.95	£ 36.02	£ 647.67	£ 202.74	£ 444.93
Ceroc x 3	£ 854.40	£ -	n/a	£ -	£ -	£ 311.00	£ 124.40	£ 186.60	£ 47.43	£ 1,165.40	£ 171.83	£ 993.57
TOTALS FOR JULY	£ 4,219.28	£ 3,604.28		£ 2,399.09	£ 1,205.19	£ 4,452.85	£ 1,803.20	£ 2,649.65	£ 1,130.61	£ 12,276.41	£ 5,332.90	£ 6,943.51

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 4	£ 1,139.20	£ -	n/a	£ -	£ -	£ 553.74	£ 221.80	£ 331.94	£ 162.67	£ 1,692.94	£ 384.47	£ 1,308.47
TOTALS FOR AUGUST	£ 1,139.20	£ -		£ -	£ -	£ 553.74	£ 221.80	£ 331.94	£ 162.67	£ 1,692.94	£ 384.47	£ 1,308.47
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
Northsyde & Friends	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Bootleg Blondie	£ -	£ 4,087.96	80%	£ 1,000.00	£ 3,087.96	£ 2,527.73	£ 1,012.95	£ 1,514.78	£ 359.50	£ 6,615.69	£ 2,372.45	£ 4,243.24
Stayin Alive	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Vision Of Elvis	£ -	£ 2,953.33	64%	£ 2,500.00	£ 453.33	£ 901.74	£ 363.18	£ 538.56	£ 201.47	£ 3,855.07	£ 3,064.65	£ 790.42
The Stumble	£ -	£ 1,063.33	42%	£ 600.00	£ 463.33	£ 531.57	£ 214.30	£ 317.27	£ 94.68	£ 1,594.90	£ 908.98	£ 685.92
Film Club x 2	£ 200.00	£ -	n/a	£ -	£ -	£ 193.33	£ 78.16	£ 115.17	£ 26.91	£ 393.33	£ 105.07	£ 288.26
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 665.40	£ 277.16	£ 388.24	£ 68.63	£ 910.40	£ 345.79	£ 564.61
Comedy Club	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Connor Selby	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Jazz Club	£ -	£ 841.67	44%	£ 720.00	£ 121.67	£ 318.16	£ 127.72	£ 190.44	£ 82.17	£ 1,159.83	£ 929.89	£ 229.94
Terry Alderton	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
The Doors Alive	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Rock Choir x 2	£ 200.00	£ -	n/a	£ -	£ -	£ 36.25	£ 14.50	£ 21.75	£ -	£ 236.25	£ 14.50	£ 221.75
Ceroc x 5	£ 1,424.00	£ -	n/a	£ -	£ -	£ 550.49	£ 221.27	£ 329.22	£ 216.69	£ 1,974.49	£ 437.96	£ 1,536.53
TOTALS FOR SEPTEMBER	£ 2,069.00	£ 8,946.29		£ 4,820.00	£ 4,126.29	£ 5,724.67	£ 2,309.24	£ 3,415.43	£ 1,050.05	£ 16,739.96	£ 8,179.29	£ 8,560.67
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
Black Sabbitch	£ -	£ 2,223.00	34%	£ 1,250.00	£ 973.00	£ 1,241.66	£ 496.84	£ 744.82	£ 197.25	£ 3,464.66	£ 1,944.09	£ 1,520.57
Film Club x 2	£ 200.00	£ -	n/a	£ -	£ -	£ 189.74	£ 76.00	£ 113.74	£ 31.96	£ 389.74	£ 107.96	£ 281.78
Rod Stewart Songbook	£ -	£ 1,817.56	48%	£ 1,173.19	£ 644.37	£ 734.57	£ 295.17	£ 439.40	£ 192.50	£ 2,552.13	£ 1,660.86	£ 891.27
Jazz Club	£ -	£ 704.17	29%	£ 720.00	£ 15.83	£ 264.58	£ 106.36	£ 158.22	£ 79.87	£ 968.75	£ 906.23	£ 62.52
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 779.91	£ 325.24	£ 454.67	£ 63.30	£ 1,024.91	£ 388.54	£ 636.37
Comedy Club	£ -	£ 1,912.50	75%	£ 1,210.75	£ 701.75	£ 1,676.99	£ 673.63	£ 1,003.36	£ 182.78	£ 3,589.49	£ 2,067.16	£ 1,522.33
Dom Martin	£ -	£ 2,480.00	81%	£ 1,435.21	£ 1,044.79	£ 1,056.24	£ 425.55	£ 630.69	£ 208.13	£ 3,536.24	£ 2,068.89	£ 1,467.35
RU40	£ -	£ 1,383.75	45%	£ 800.00	£ 583.75	£ 840.58	£ 337.28	£ 503.30	£ 157.15	£ 2,224.33	£ 1,294.43	£ 929.90
Rollin Stoned	£ -	£ 2,094.33	60%	£ 1,451.74	£ 642.59	£ 1,223.41	£ 490.30	£ 733.11	£ 186.37	£ 3,317.74	£ 2,128.41	£ 1,189.33
Rock Choir x 3	£ 300.00	£ -	n/a	£ -	£ -	£ 217.41	£ 89.24	£ 128.17	£ -	£ 517.41	£ 89.24	£ 428.17
Ceroc x 4	£ 1,139.20	£ -	n/a	£ -	£ -	£ 619.75	£ 248.08	£ 371.67	£ 161.13	£ 1,758.95	£ 409.21	£ 1,349.74
TOTALS FOR OCTOBER	£ 1,884.20	£ 12,615.31		£ 8,040.89	£ 4,574.42	£ 8,844.84	£ 3,563.69	£ 5,281.15	£ 1,460.44	£ 23,344.35	£ 13,065.02	£ 10,279.33
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
The Jam'd	£ -	£ 3,216.00	48%	£ 1,500.00	£ 1,716.00	£ 2,640.83	£ 1,058.62	£ 1,582.21	£ 204.64	£ 5,856.83	£ 2,763.26	£ 3,093.57
The Mentulls	£ -	£ -	n/a	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
The Bohemians	£ -	£ 4,694.44	100%	£ 3,267.70	£ 1,426.74	£ 2,339.66	£ 938.38	£ 1,401.28	£ 249.34	£ 7,034.10	£ 4,455.42	£ 2,578.68
Comedy Club	£ -	£ 1,550.00	58%	£ 965.23	£ 584.77	£ 1,245.99	£ 501.86	£ 744.13	£ 169.46	£ 2,795.99	£ 1,636.55	£ 1,159.44
Jazz Club	£ -	£ 2,012.50	83%	£ 1,067.12	£ 945.38	£ 703.08	£ 282.88	£ 420.20	£ 76.85	£ 2,715.58	£ 1,426.85	£ 1,288.73
Film Club x 2	£ 200.00	£ -	n/a	£ -	£ -	£ 238.00	£ 95.32	£ 142.68	£ 22.32	£ 438.00	£ 117.64	£ 320.36
Roller Disco	£ 245.00	£ -	n/a	£ -	£ -	£ 696.40	£ 292.87	£ 403.53	£ 68.63	£ 941.40	£ 361.50	£ 579.90
Bad Manners	£ 1,471.20	£ -	n/a	£ -	£ -	£ 4,163.32	£ 1,669.61	£ 2,493.71	£ 379.90	£ 5,634.52	£ 2,049.51	£ 3,585.01
Ian Parker	£ -	£ 1,665.83	57%	£ 700.00	£ 965.83	£ 871.65	£ 351.80	£ 519.85	£ 96.07	£ 2,537.48	£ 1,147.87	£ 1,389.61
80's Rewind x 2	£ -	£ 15,232.22	100%	£ 5,900.00	£ 9,332.22	£ 10,816.89	£ 4,329.74	£ 6,487.15	£ 960.39	£ 26,049.11	£ 11,190.13	£ 14,858.98
Light switch on	£ -	£ -	n/a	£ -	£ -	£ 163.57	£ 66.12	£ 97.45	£ 47.43	£ 163.57	£ 113.55	£ 50.02
Elles Bailey	£ -	£ 3,692.50	100%	£ 2,178.87	£ 1,513.63	£ 1,043.91	£ 424.74	£ 619.17	£ 290.00	£ 4,736.41	£ 2,893.61	£ 1,842.80
Rock Choir x 3	£ 300.00	£ -	n/a	£ -	£ -	£ 108.83	£ 43.53	£ 65.30	£ -	£ 408.83	£ 43.53	£ 365.30
Ceroc x 3	£ 854.40	£ -	n/a	£ -	£ -	£ 353.33	£ 142.11	£ 211.22	£ 92.07	£ 1,207.73	£ 234.18	£ 973.55
TOTALS FOR NOVEMBER	£ 3,070.60	£ 32,063.49		£ 15,578.92	£ 16,484.57	£ 25,385.46	£ 10,197.58	£ 15,187.88	£ 2,657.10	£ 60,519.55	£ 28,433.60	£ 32,085.95
TOTALS	£ 19,633.88	£ 94,065.60		£ 60,636.86	£ 33,428.74	£ 66,710.67	£ 26,857.77	£ 39,852.90	£ 9,839.44	£ 180,410.15	£ 97,334.07	£ 83,076.08

Officer Report**RLA Committee****Wednesday 21st December 2022****OFFICER: Facilities & Open Spaces Manager (FOSM)****DATE: 8th December 2022****SUBJECT: General Report.****1. ROSPA Playground Reports**

- Following the ROSPA reports, remedial works are being carried out on medium and high-risk items, and a few selected low risk items. – FOSM to provide verbal example of items.
- Report available to view in FTC office.

2. Ancells Farm Community Centre

- Repairs have been made to internal doors.
- A new external coded lock has been installed on the main doors and a new code has been given out to hirers.

3. Ancells Play Park

- Remedial works to play equipment, following the ROSPA report, have begun.
- An onsite meeting was held to determine the best location for the green gym and to assess the ground suitability.
- The Committee is asked to consider whether any action is required regarding the siting of the bench by the Ancells pavilion.

4. Ancells Farm General

- A repair has been made by FTC to the bridge linking The Faulkner's Arms pub, to the Ancells Farm Play Park. Upon further investigation, the bottom supports will be in need of replacement shortly. Further investigation is required to determine the ownership of the bridge.
- Electrical repairs are being carried in the pavilion.
- Vehicle damage has been made to the green space at the rear of the Community Centre.
- Quotes have been obtained for wooden bollards to be installed around the open space at the rear of the Community Centre. The cost will be £7880+vat. This is to supply and install 75 bollards and a lockable dropdown bollard.

5. Basingbourne

- Minor electrical repairs are being carried in the pavilion.
- Clearance works have taken place at the rear of Wickham place and green waste left within the woodland. Vivid, who are the owners of the block of flats within Wickham place, have been contacted to resolve the problem.

6. Calthorpe Park General

- Men's Shed have been approached to see if they can repair the Wooden Swans head, after it was broken off.
- 4 new benches have been installed in the park. 2 by the swan structures and 2 by the under 8's play area.

- Remedial works to play equipment, following the ROSPA report, have begun.

7. Calthorpe Park Pavilion

- Caleb Coffee shop suffered a second flooding as a result of extreme weather. FTC have supplied an emergency barrier in case of any recurrence.
- Electrical inspection works have been carried out along with minor remedial works.

8. Edenbrook

- The fence at The Sorrells Play Park has been removed as it had rotted and fallen over. An order has been placed for a new fence to be erected.

9. Harlington

- The heating and ventilation control system has been repaired.
- The flooring in the Auditorium, is in urgent need of re-sealing, quotes have been obtained of around £13000.
- New door closers have been installed for the fire doors at the front of the building. The doors have been used more than normal over the last couple of years which has resulted in faster wear and tear.
- Christmas decorations have been put up inside the building and preparations are in place ready for Pantomime.

10. The Views

- Sensory Garden works have begun with the majority already completed. The visual / scented area is installed and already being well used by residents.
- The final 6 Blossom trees are due to be delivered in the next few weeks.
- The Orchard area is completed with all fruit trees installed.
- Officers have received phone calls and comments from residents expressing their delight



with the new areas.

11. The Views Park

- Remedial works to play equipment, following the ROSPA report, have begun.

12. Oakley Park

- Remedial works to play equipment, following the ROSPA report, have begun.
- An order has been place for the new Trim Trail to be installed. Estimated installing will be January – February 2023.

13. Additional

Leawood Road – amenity land

- The new path between Leawood & New barn Close has received positive comments from residents.

War Memorial

- New Colour Changing LED lights have been installed on the War Memorial to make it easier to change the colours of the lights for different occasions.

Open Spaces

- FTC entered the South & South East in Bloom Awards 2022
- Judging took place on the 1st July 2022 with the awards ceremony in September.

The results are;

- Fleet Cemetery – Gold Award
- Basingbourne Conservation Area – Gold Award
- Basingbourne Park – Gold Award
- Calthorpe Park – Silver Gilt
- Oakley Park – Silver Gilt
- Oakley Park Conservation Area – Silver Gilt

Electrical Safety

- Electrical Safety Checks are being carried out on all Pavilions, and orders for remedial works have been placed where needed. These are mainly minor works and preventative measure.
- Electrical Safety Inspections are being carried out on all leased buildings, along with a new Electrical Inspection Report (EPC) where needed.

Lengthsman Scheme

- Based on suggestions from Members, it is proposed that the tasks to be carried out under the Lengthsman Scheme are, Highstreet Bin Cleaning and Street Sign Cleaning.

Annual Tree Survey

- The annual Tree Survey has been completed.
- FOSM to provide verbal example of items if requested. Due to the size of the document, a hard copy is available in the FTC office for viewing.
- Quotes are being obtained for the remedial works to be carried out.

RECOMMENDATIONS

- To consider options for increasing the security of Ancells Farm surrounding green space, for which bollards detailed in item 4 of this report is suggested.
- To consider any action required regarding the siting of the bench by Ancells pavilion.
- To agree the use of Lengthsman Scheme Money for the proposed projects.
- That the contents of the report be noted.

FROM : Cllr Ellie May
DATE: 15th December 2022
SUBJECT: Ancells Farm Bench
MEETING: RLA 21st December 2022

Proposal:

The motion is to have the bench by the pavilion relocated immediately, new relocation being along the perimeter of the park by the woods and away from houses.

Context:

Numerous residents from several properties have complained about youth gathering there resulting in antisocial behaviour, excessive noise, including foul language into the early hours. Also, there is persistent smoking of cannabis which infiltrates homes and gardens even in winter. In addition, there is consumption of alcohol leading to further rowdy behaviour and littering including broken glass despite there being a bin just a few feet away. On more than one occasion the pavilion itself has been vandalised during this behaviour.

As recently as December 10th I had a resident contact me as the stench of weed was bothering them.

Residents in both Oasthouse Drive and Drovers End are being subjected to this including young children, working aged people whose sleep is disrupted, and elderly who are frightened by it. One elderly lady in her 80's was so scared at one point she went to a neighbouring property for support.

I have been informed that historically the bench was put in by the FOAF who disregarded the concerns raised by residents at the time as to its location. Sadly, those concerns have come to fruition.

Once it was installed it then became the responsibility of FTC.

The residents have reached the end of their tether and want action now.

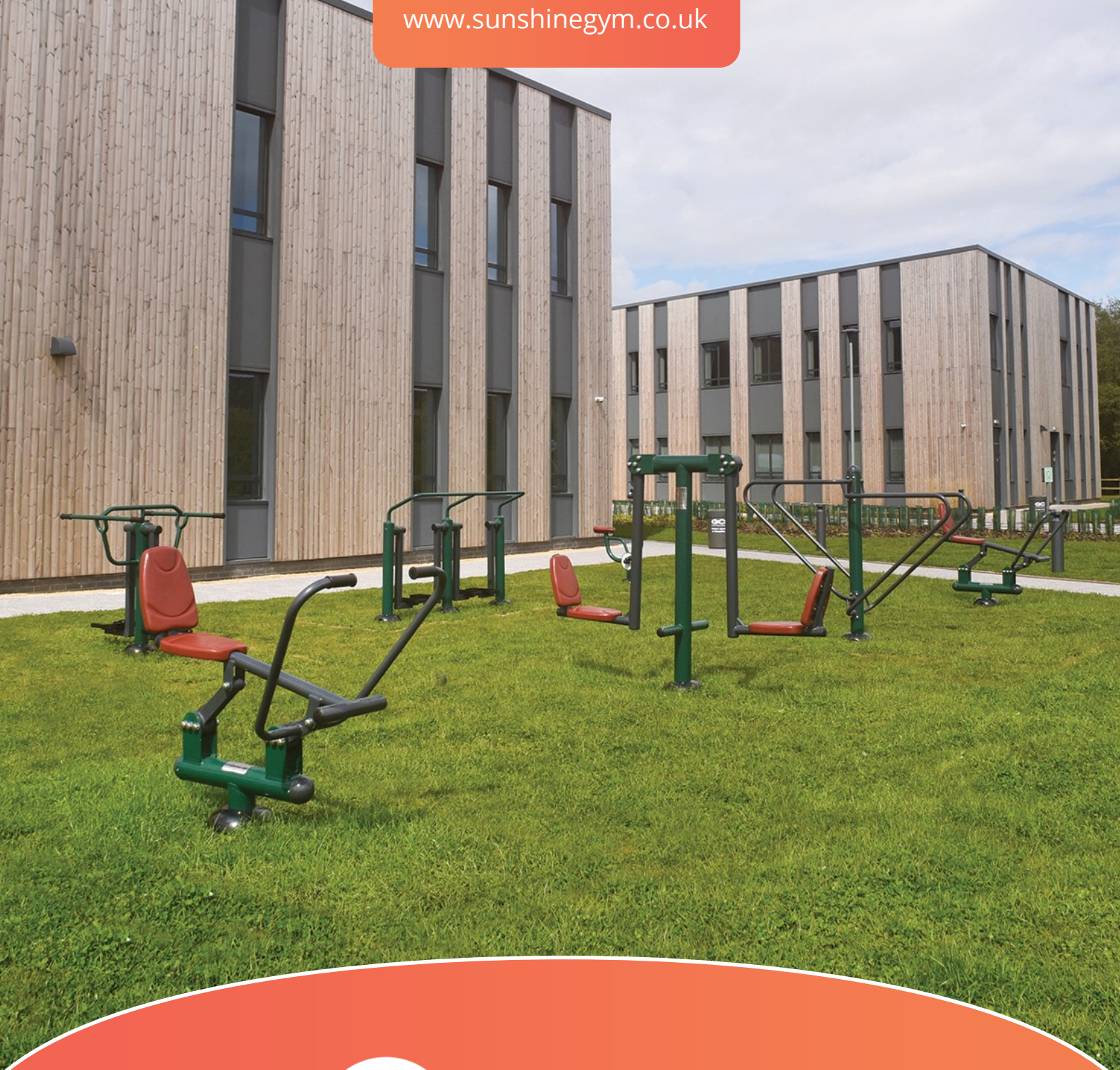
Council Fees - 1st April 2023**ITEM 9**

The Committee is asked to review the proposed fee changes, based on CPI inflation rate for September 2022 (10.1%). Due to rounding, the percentage increase will vary.

Hire Charges	Usage	Agreed 22/23	Proposed 23/24
Park Use			
Park use for commercial organisations operating community activities	e.g. - fitness groups, dog training, martial arts at a reduced rate	POA	POA
Park hire for events by commercial organisations	e.g. circus	POA	POA
Memorial Benches			
Memorial Tree		POA	POA
5ft memorial bench	inc cost of bench, fittings, installation, delivery and admin fee	POA	POA
6ft memorial bench	inc cost of bench, fittings, installation, delivery and admin fee	POA	POA
Memorial Plaque for bench		POA	POA
Memorial Plaque		POA	POA
Tennis Court			
Court /each per hour	Rate per hour inc VAT	£7.12	£8.00
Tennis Membership	Annual Fee inc VAT	£44	£49.00
Photocopying			
A4 Black and White	Price per copy	13p + VAT	14p + VAT
A4 Colour	Price per copy	46p	50p
A3 Black and White	Price per copy	25p	30p
Football Pitch Hire			
Full Size Pitch Hire 9/11 (Youth)	Casual*- 2 hrs	£55.50 + VAT	£61.00
Full Size Pitch Hire 9/11 (Adult)	Casual*- 2 hrs	£116.50 + VAT	£128.00
Mini Pitch (Junior)	Casual*- 1 hrs	£18.35 + VAT	£20.00
Full Size Pitch 9/11 (Youth)	Season 17 alternate weeks 2 hrs	£709.00	£781.00
Full Size Pitch 11 (Adult)	Season 17 alternate weeks 2 hrs	£1,578.00	£1,737.00
Mini Pitch (Junior)	Season 17 alternate weeks 1 hr	£227.00	£250.00

Cemetery Fees

To be confirmed at the next meeting following review by Cemetery Clerk.



Sunshine Gym
Outdoor Fitness Equipment
at **broxap**

**Quotation for the Supply & Installation
of Outdoor Gym Equipment
at Fleet Town Council**



sales@sunshinegym.co.uk
01782 571719

a division of
broxap
street furniture

Community Benefits of an Outdoor Gym

Outdoor Fitness
Equipment
for Everybody



Fitness for Everybody

Our range of equipment is designed for every member of the community, no matter what their age or ability, to benefit from regular exercise on equipment designed for purpose and the UK outdoor environment.



Make a Difference in your Community

Parks need to provide contemporary features to stay relevant and continue to attract locals to use their facilities. One easy way of bringing parks up to speed with today's needs is to provide equipment which promotes health and fitness. With the pressures of work and family life, and the popularity of technology drawing us indoors, it can be difficult to find the time, money and motivation to get outside and exercise. This is one of the reasons for the growing popularity of outdoor gyms – they are free to use and open 7 days a week. Outdoor fitness activities have been shown to stimulate emotional wellbeing even more than indoor exercise! That's why park gyms are an ideal way for families with older children to get out and exercise together.

Designing the Perfect Outdoor Gym

Outdoor Fitness
Equipment
for Everybody



Creating the perfect Outdoor Gym for a varied community can seem a daunting task, but by categorising the equipment as below, you can get everyone involved in an enjoyable workout for all.



The Warm Up

Every exercise or sporting activity should always start with a warm up. A high number of injuries occur as a direct result of an insufficient or complete lack of warm up activities. This can include some simple stretching to prepare the body for the workout to follow. We would recommend our Leg Stretch, Tai Chi Discs or Waist Twister as the perfect warm up solution (or all 3 on a larger gym).

Cardio Exercise

The majority of users of a gym are likely to focus initially on weight loss and they will look towards cardio vascular exercise equipment. Also, in our experience, the cardio exercise equipment appeals to users of all abilities and as such, becomes the most popular part of any gym. We recommend that almost every gym should contain a Double Health Walker and Double Slalom Skier as the most popular equipment throughout our entire range with the addition of the Sky Stepper, Rower, Arm & Pedal Bike and Horse Rider but to name a few.



Strength Building

An essential part of any gym whether outdoor or indoor is the strength building equipment. Used to target certain muscles throughout the body, this equipment will develop and tone muscle mass for the user in the intended areas. We recommend a mix of arm, middle body and leg strength building equipment such as a Combi Power Pull & Pull Down Challenger, Leg Raise and a Double Squat Push as examples.

Why Sunshine Gym?

Outdoor Fitness
Equipment
for Everybody



Best Prices

Sunshine Gym provide our very best prices to all of our customers. We believe that we offer un-rivalled high quality equipment along with the best service providing excellent value for money.



Superior Quality

Designed in the UK, Sunshine Gym outdoor fitness equipment features a range of internal mechanisms to stand up to the toughest environments yet has all the finishing touches that make our products stand out above the rest.

Why Sunshine Gym?

Outdoor Fitness
Equipment
for Everybody



Minimal Maintenance

Not only do we ensure that you get value for money when purchasing our equipment, we have designed the range to require minimal maintenance throughout its lifetime.



Long Lifespan

Each of our products are manufactured from pre-galvanised steel and then powder coated for maximum lifespan, our equipment is made to last.



Perfect Installations

Our finished installations are perfected to match the quality of equipment to provide the very best projects whether into playing fields, playgrounds or any other surface that you may have. We offer artificial grass, wetpour, mulch, grass mats, tarmacadam and many more options to suit your requirements.

07/11/2022

Our Reference: QT/513799/#/REV2/KAS

Mr Ben Crane
Fleet Town CouncilFleet
GU51 4BY

Your Tel: 01252 625246

Dear Mr Crane,

Project Number: 385068**Project Name: Fleet Playing Field, GU51 2XB**

We are pleased to enclose our supply and installation proposal for your consideration regarding the above project.

**Sunshine Gym**
Outdoor Fitness Equipment**at broxap**

Rowhurst Industrial Estate

Chesterton

Stoke-on-Trent

Staffordshire

ST5 6BD

Telephone: 01952 580520

Fax: 01952 582520

E-mail: enquiries@sunshinegym.co.ukWeb: www.sunshinegym.co.uk

Quote Summary				
Item Code	Item Name	Qty	Unit Price	Total
BX/SG 3000-GG	Sky Stepper - Green/Grey	1	£795.00	£795.00
BX/SG 3025-GG	Disabled Arm & Pedal Bike - Green/Grey	1	£622.00	£622.00
BX/SG 3009-GG	Combi Pull Down Challenger & Power Push - Green/Grey	1	£1,450.00	£1,450.00
BX/SG 3017-GG	Arm & Pedal Bicycle - Green/Grey	1	£622.00	£622.00
BX/SG 3014-GG	Rower - Green/Grey	1	£864.00	£864.00
BX/SG INSTALL	Installation Charge	1	£1,649.00	£1,649.00
BX/SG CARRIAGE	Delivery Charge	1	£261.00	£261.00
Group Total				£6,263.00
AREA1	Area 1			
BXSG GROUNDWORKS	Groundworks	1	£3,998.00	£3,998.00
BX/SG WETPOUR	Supply & Installation of Wet Pour Surface	1	£4,704.00	£4,704.00
Group Total				£8,702.00
AREA2	Area 2			
BXSG GROUNDWORKS	Groundworks	1	£3,747.00	£3,747.00
BX/SG WETPOUR	Supply & Installation of Wet Pour Surface	1	£4,725.00	£4,725.00
Group Total				£8,472.00
AREA3	Area 3			
BXSG GROUNDWORKS	Groundworks	1	£4,083.00	£4,083.00
BX/SG WETPOUR	Supply & Installation of Wet Pour Surface	1	£4,961.00	£4,961.00
Group Total				£9,044.00
Grand Total, exc. V.A.T.				TBC

Delivery dates can be confirmed on placement of order; typical lead-times for the above items may be 6 weeks. Should you require a specific delivery date, we would be happy to discuss these requirements.

We look forward to contacting you shortly to discuss this offer in more detail.

Yours sincerely,

Kate Asher
Sport & Play Team Leader
Direct Dial: 01782 571697
E-MAIL: kate.asher@broxap.com

Outdoor Fitness Equipment Specialists

For product maintenance information please visit the Warranty & Maintenance section of our website www.sunshinegym.co.uk**Head Office:**Broxap Limited
Rowhurst Industrial Estate, Chesterton,
Newcastle-under-Lyme, Staffordshire ST5 6BD
Tel: +44 (0)1782 56441
Fax: +44 (0)1782 565357/562546
Email: sales@broxap.com Web: www.broxap.com

Registered in England No. 2583752

07/11/2022

For the attention of: Ben Crane, Fleet Town Council

Project Number: 385068

Project Name: Fleet Playing Field, GU51 2XB

Quotation Reference No:513799/#/REV2/KAS

Your contact at Broxap is Kate Asher on 01782 571697

Full Specification Table

Code	Product	Qty	Unit Price	Total
BX/SG 3000-GG	Sky Stepper - Green/Grey Dimensions (mm) : 1864(h) x 582(w) x 1267(l) Weight = 48kg	1	£795.00	£795.00
BX/SG 3025-GG	Disabled Arm & Pedal Bike - Green/Grey Dimensions (mm) : 540(h) x 510(w) x 1250(l) Weight = 20kg	1	£622.00	£622.00
BX/SG 3009-GG	Combi Pull Down Challenger & Power Push - Green/Grey Dimensions (mm) : 2088(h) x 840(w) x 2255(l) Weight = 85kg	1	£1,450.00	£1,450.00
BX/SG 3017-GG	Arm & Pedal Bicycle - Green/Grey Dimensions (mm) : 1450(h) x 500(w) x 830(l) Weight = 36kg	1	£622.00	£622.00
BX/SG 3014-GG	Rower - Green/Grey Dimensions (mm) : 1198(h) x 805(w) x 1296(l) Weight = 40kg	1	£864.00	£864.00
BX/SG INSTALL	Installation Charge Installation Category - Green Installed by CRB checked operatives. Installed onto grass surface Price includes for soft-dig excavation of ground with disposal of spoil by Sunshine Gym Top of Foundation to be 75mm - 100mm below finished floor level. Foundation to be finish with top soil and re-seeded (pending weather conditions). Access: assumed that safe, un-restricted & consolidated access can be easily achieved immediately next to area of works from the laydown area (please note our delivery vehicle allowances). A ground-bearing pressure of 100kN/m2 is assumed for a concrete delivery vehicle. Following the installation of your product we will remove all plant and packaging.	1	£1,649.00	£1,649.00

25
Year**Structural Guarantee**

We offer a 25 year structural guarantee on our outdoor fitness equipment.
 Subject to full guarantee and terms and conditions of sale. Details on request.

5
Year**Paint Guarantee**

We offer a 5 year paint guarantee on our outdoor fitness equipment.
 Subject to full guarantee and terms and conditions of sale. Details on request.

2
Year**Moving Parts Guarantee**

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Outdoor Fitness Equipment Specialists

Subject to Contract

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The product images shown may differ in finish or specification to that stated within the item description. These are shown for example only.

Prices shown are net & exclusive of V.A.T. E&OE, prices are estimated to be correct on the date of issue. Should errors in pricing be discovered or should there be an increase in costs of the goods quoted, then we reserve the right to re-cost this offer.

This quotation and any subsequent order shall be based on Broxap Ltd's Terms and Conditions of sale, which are annexed to this offer and are available to view on our website www.broxap.com. Posted hard copies or an electronic PDF can be supplied on request, should you require an enlarged-print copy please specify.

Should, for any reason other than a delay by Broxap Ltd, the confirmed delivery date of the goods be delayed, we reserve the right to invoice for goods and services undertaken to date, and payment will become due for the work(s) completed and invoiced.

BX/SG CARRIAGE	Delivery Charge Standard Delivery Various (see text line)	1	£261.00	£261.00
Subtotal	:			£6,263.00

Surface Options

Area 1 – Preferred Area 8m x 6m - 48sqm

BXSG GROUNDWORKS	Groundworks 8m x 6m - 48sqm Ground Works - 100mm Dig out - 50mm MOT, Terram Liner & Edging	1	£3,998.00	£3,998.00
BX/SG WETPOUR	Supply & Installation of Wet Pour Surface Dimensions: 8m x 6m Colour: Black 48 square metres Quoted price includes installation surfacing Please note: Like all coloured surfaces exposed to the elements the wetpour colours in our range will be affected when laid in high temperatures or bright sunlight. The following colours are more susceptible to change: Light Grey, Light Blue, Eggshell, Beige. Over time the original granule colour will return (the time frame cannot be specified). Hand Made Places cannot accept responsibility for any claims relating to this colour change. 5 Year Surfacing Guarantee against the faulty material, which excludes perimeter edges, where new wetpour meets existing or an unsuitable edge detail (e.g. timber shuttering), and cut backs, infills and other repairs or "patching up" to existing surfaces.	1	£4,704.00	£4,704.00
Subtotal	Surface Options:			£8,702.00

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Area 2				
6m x 5.5m – 33sqm + 4.5m x 2.5m – 11.25sqm				
BXSG GROUNDWORKS	Groundworks 6m x 5.5m – 33sqm + 4.5m x 2.5m – 11.25sqm Total – 45sqm Ground Works - 100mm Dig out - 50mm MOT, Terram Liner & Edging	1	£3,747.00	£3,747.00
BX/SG WETPOUR	Supply & Installation of Wet Pour Surface Dimensions: 6m x 5.5m – 33sqm + 4.5m x 2.5m – 11.25sqm – 45sqm Colour: Black 45 square metres Quoted price includes installation surfacing Please note: Like all coloured surfaces exposed to the elements the wetpour colours in our range will be affected when laid in high temperatures or bright sunlight. The following colours are more susceptible to change: Light Grey, Light Blue, Eggshell, Beige. Over time the original granule colour will return (the time frame cannot be specified). Hand Made Places cannot accept responsibility for any claims relating to this colour change. 5 Year Surfacing Guarantee against the faulty material, which excludes perimeter edges, where new wetpour meets existing or an unsuitable edge detail (e.g. timber shuttering), and cut backs, infills and other repairs or “patching up” to existing surfaces.	1	£4,725.00	£4,725.00
Subtotal	6m x 5.5m – 33sqm + 4.5m x 2.5m – 11.25sqm :			£8,472.00

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Area 3				
14m x 3.5m – 49sqm				
BXSG GROUNDWORKS	Groundworks 14m x 3.5m – 49sqm Ground Works - 100mm Dig out - 50mm MOT, Terram Liner & Edging	1	£4,083.00	£4,083.00
BX/SG WETPOUR	Supply & Installation of Wet Pour Surface Dimensions: 14m x 3.5m – 49sqm Colour: Black 49 square metres Quoted price includes installation surfacing Please note: Like all coloured surfaces exposed to the elements the wetpour colours in our range will be affected when laid in high temperatures or bright sunlight. The following colours are more susceptible to change: Light Grey, Light Blue, Eggshell, Beige. Over time the original granule colour will return (the time frame cannot be specified). Hand Made Places cannot accept responsibility for any claims relating to this colour change. 5 Year Surfacing Guarantee against the faulty material, which excludes perimeter edges, where new wetpour meets existing or an unsuitable edge detail (e.g. timber shuttering), and cut backs, infills and other repairs or "patching up" to existing surfaces.	1	£4,961.00	£4,961.00
Subtotal	:			£9,044.00

Prices and availability of raw materials continues to fluctuate; however, we are working hard to continue to offer our Value for Money solutions and remain competitive within the market. Where unavoidable, any adjustments to the prices or lead times stated within this offer, will be confirmed in line with the "Quotations and Price" provisions from Broxap's Terms and Conditions of Sale.

Payment Terms

Subject to account status and final order value, advance payments may be required.

Grand Total, exc V.A.T.

TBC

Thank you for your enquiry.

Please state your Broxap quotation number on all correspondence 513799/#/REV2

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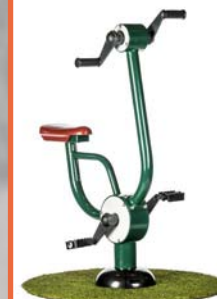
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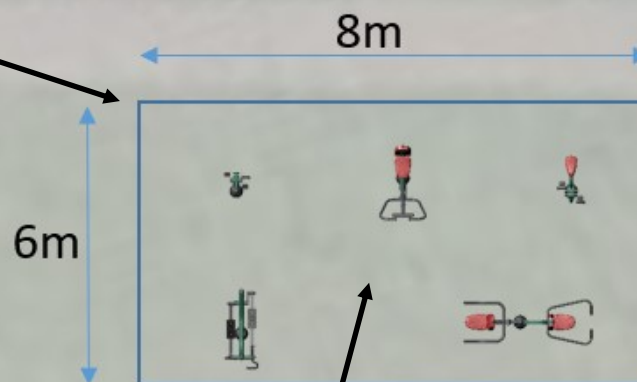
Site
Preferred



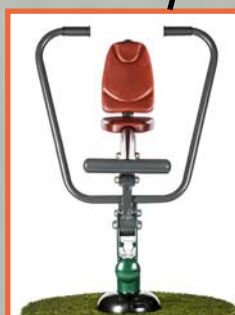
W/C Arm and Pedal



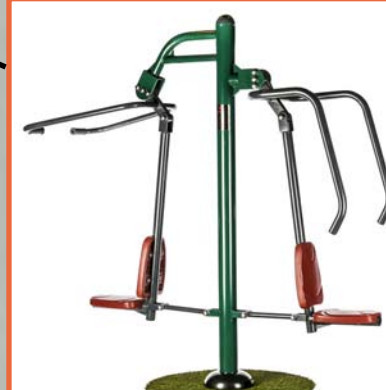
Arm & Pedal
Bike



Sky Stepper



Rower



Combi Power Push & Pull
Down Challenger

Project Name: Fleet Town Council Option1—Area 1
Quote Number: 513799

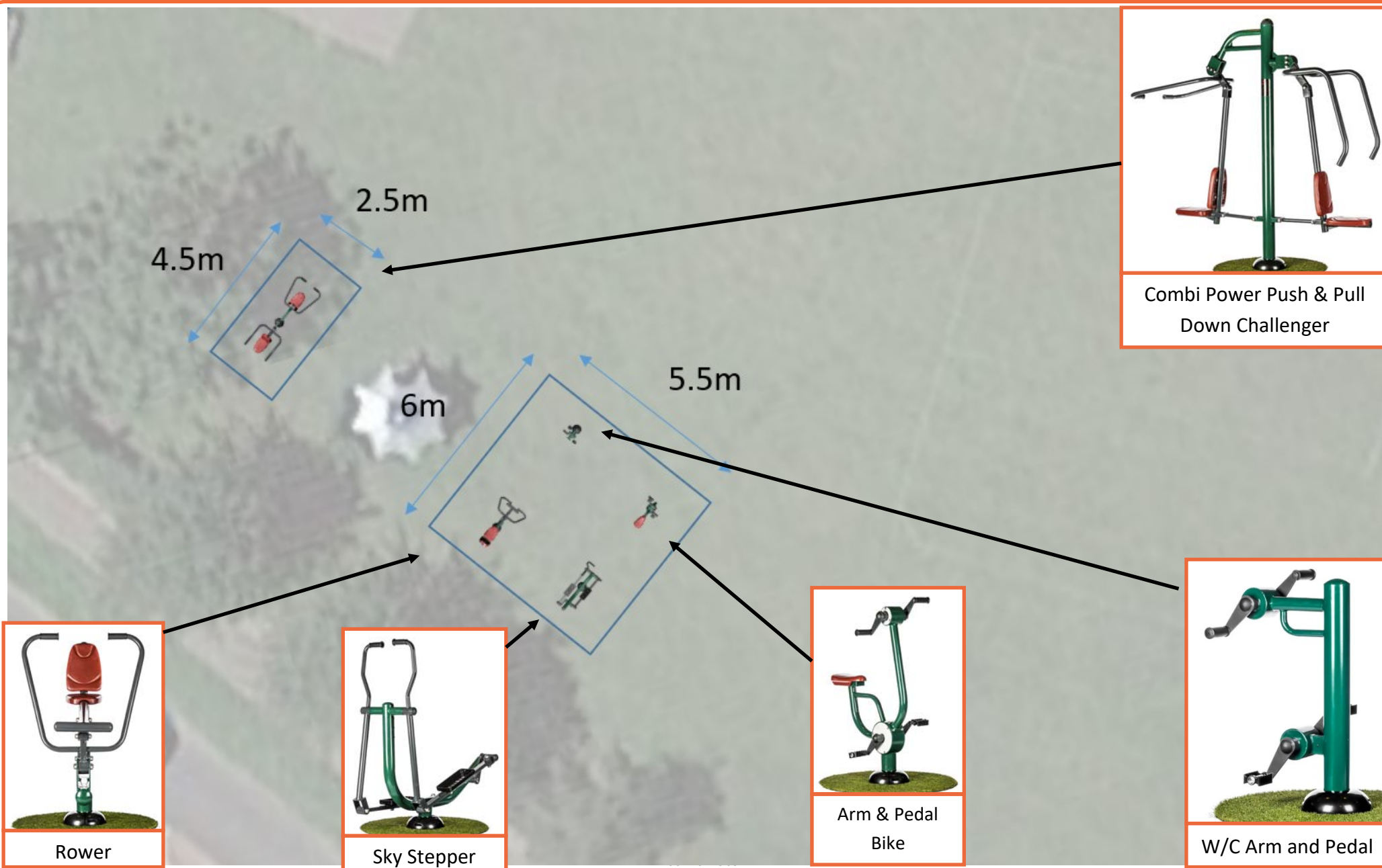
Produced by: Kate Asher

www.sunshinegym.co.uk

This is a concept design
proposal and represents our
interpretation of the
requirements.



 **Sunshine Gym**
Outdoor Fitness Equipment
at **broxap**



Project Name: Fleet Town Council Option 2—Area 2
Quote Number: 513799

Produced by: Kate Asher

www.sunshinegym.co.uk

This is a concept design proposal and represents our interpretation of the requirements.



 **Sunshine Gym**
 Outdoor Fitness Equipment
 at **broxap**



Rower



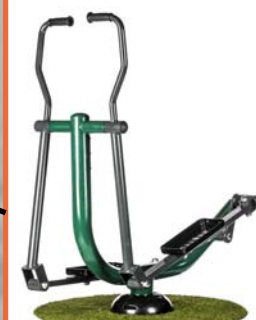
Combi Power Push & Pull
Down Challenger



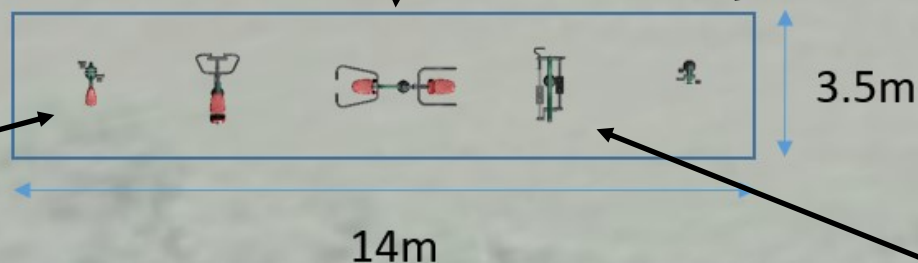
W/C Arm and Pedal



Arm & Pedal
Bike



Sky Stepper



* LAYOUT NOT TO SCALE *

Project Name: Fleet Town Council Option3—Area 3
Quote Number: 513799

Produced by: Kate Asher

www.sunshinegym.co.uk

This is a concept design
 proposal and represents our
 interpretation of the
 requirements.



Sunshine Gym
 Outdoor Fitness Equipment
 at **broxap**

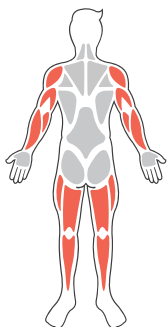
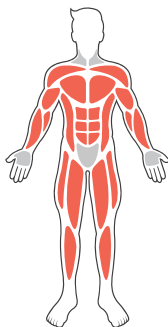
Arm & Pedal Bicycle BX/SG 3017



Dimensions:

1450 x 500 x 830 mm

Muscle Groups:



Product Information

The Arm & Pedal Bicycle is a variation to the outdoor exercise bike, working both arms and legs at the same time.

Specification

- Certified to BS EN 16630:2015 safety standard
- Manufactured from pre-galvanised steel
- Corrosion resistant
- Quality checked by RPII inspector prior to dispatch
- Supplied with Stainless Steel fixings

Users

- 1 Suitable for a single user above 140cm / 4'7" in height

Features

- Great for a warm up, prior to a more intense workout
- Improves coordination as arms and legs have to work simultaneously
- Arms and legs can work independently of one another
- Users can set their own pace as the machine offers no resistance

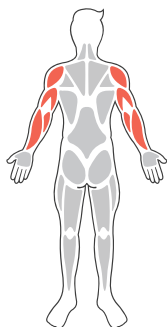
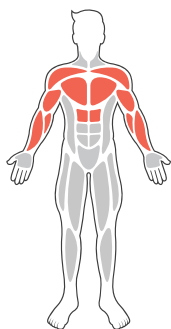
Combi Pull Down Challenger & Power Push BX/SG 3009



Dimensions:

2088 x 840 x 2572 mm

Muscle Groups:



Product Information

Combining two of our most popular strength building machines, our Combination Pull Down Challenger & Power Push unit provides a full upper body workout.

Specification

- Certified to BS EN 16630:2015 safety standard
- Manufactured from pre-galvanised steel
- Corrosion resistant
- Quality checked by RPII inspector prior to dispatch
- Supplied with Stainless Steel fixings

Users

- 2** Suitable for up to two (2) users above 140cm / 4'7" in height

Features

- Offers the benefits of two machines, in a fraction of the space
- Full workout for the chest, arms and back muscles
- Great for building upper body flexibility, as well as strength
- A unique "safety stop" system

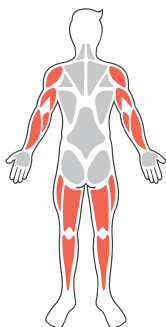
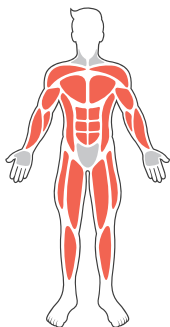
Rower BX/SG 3014



Dimensions:

1198 x 805 x 1150 mm

Muscle Groups:



Product Information

Add familiarity to your outdoor gym with our Rower. Similar in design to the traditional rowing machine, our outdoor Rower provides a great cardiovascular workout, using the arms, legs and core body muscles.

Specification

- Certified to BS EN 16630:2015 safety standard
- Manufactured from pre-galvanised steel
- Corrosion resistant
- Quality checked by RPII inspector prior to dispatch
- Supplied with Stainless Steel fixings

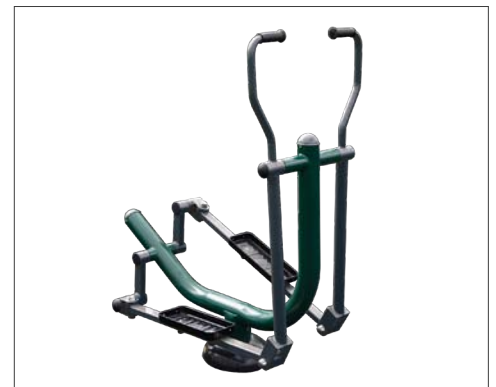
Users

- 1 Suitable for a single user above 140cm / 4'7" in height

Features

- Provides either a warm up or intense workout dependant on pace
- Helps to build core muscles, as well as those in the arms and upper legs
- Employs the user's body weight as resistance
- A unique "safety stop" system

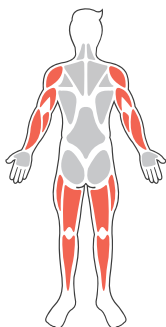
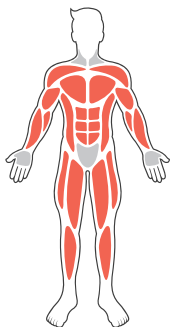
Sky Stepper BX/SG 3000



Dimensions:

1267 x 615 x 1765 mm

Muscle Groups:



Product Information

Bring familiarity to your outdoor gym with this easy-to-use Sky Stepper. Functionally similar to a traditional cross trainer, the Sky Stepper provides an excellent cardiovascular workout for the whole body.

Specification

- Certified to BS EN 16630:2015 safety standard
- Manufactured from pre-galvanised steel
- Corrosion resistant
- Quality checked by RPII inspector prior to dispatch
- Supplied with Stainless Steel fixings

Users

- 1 Suitable for a single user above 140cm / 4'7" in height

Features

- A great 'all-round' cardiovascular workout
- A combination of forward and reverse movements to work different muscle sets
- Improved balance and coordination
- Low impact on leg and arm joints
- A unique "safety stop" system

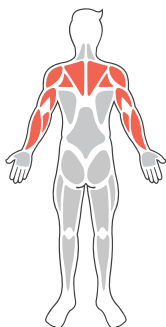
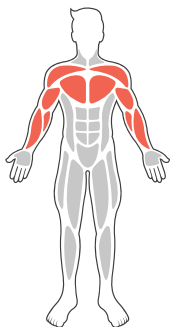
Wheelchair Accessible Arm & Pedal Bike BX/SG 3025



Dimensions:

540 x 510 x 1250 mm

Muscle Groups:



Product Information

Based on our ever popular Arm & Pedal Bicycle, this piece of equipment has been specially designed to allow wheelchair users to benefit from an outdoor gym.

Specification

- Certified to BS EN 16630:2015 safety standard
- Manufactured from pre-galvanised steel
- Corrosion resistant
- Quality checked by RPII inspector prior to dispatch
- Supplied with Stainless Steel fixings

Users

- 1 Suitable for a single user above 140cm / 4'7" in height

Features

- A unit dedicated to simple cardiovascular exercise which can be enjoyed from a seated position
- Multi-use equipment in which the user can operate the arm or pedal section independently of each other
- No built-in resistance means the user remains in control of their workout

Sunshine Gym, Rowhurst Industrial Estate, Chesterton, Newcastle-Under-Lyme, Staffordshire, ST5 6BD T: 01782 571719 E: sales@sunshinegym.co.uk W: www.sunshinegym.co.uk



All dimensions are in millimeters, weights in kilograms and capacities in litres, are approximate and do not form any part of the contract. All prices are guide prices only and should be used for estimating purposes only. Broxap Limited reserve the right to change the design, specification or price of any item sold at any time. All prices exclude VAT and delivery. Please Note: All information on this data sheet is subject to orientation (N,S,E,W) altitude and proximity to buildings, but is sufficient for use as general/preliminary information).

Case Study

Gloucestershire College, Cinderford



Sunshine Gym
Outdoor Fitness Equipment
at **broxap**



Products:

Double Health Walker
Double Slalom Skier
Double Squat Push
2x Rower
2x Arm & Pedal Bicycle
Parallel Rails

Outdoor Fitness
Equipment
for Everybody



Sunshine Gym
Outdoor Fitness Equipment
at **broxap**

Case Study

Twentyman Playing Fields, Bilbrook



Products:

Double Health Walker

Combi Pull Down
Challenger & Power
Push

Arm & Pedal Bicycle

Rower

Twist 'N' Step

Outdoor Fitness
Equipment
for Everybody

Case Study

Tunstall Park, Stoke-on-Trent



Sunshine Gym
Outdoor Fitness Equipment
at **broxap**



Products:

Leg Stretch
Double Squat Push
Sky Stepper
Double Slalom Skier
Double Health Walker
Combi Pull Down
Challenger & Power Push
Parallel Rails

Outdoor Fitness
Equipment
for Everybody

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W: www.handmadeplaces.co.uk



Sports Equipment



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E: sales@stadia-sports.co.uk

W: www.stadia-sports.co.uk

terms and conditions of sale

- | | | | |
|---|---|--|---|
| <p>1. GENERAL</p> <p>1.1 In these Conditions:</p> <p>1.1.1 The following expressions shall have the following meanings:</p> <p>"Buyer"
The individual firm company or other party from whom an Order to Supply Goods and/or provide Services is received by the Seller.</p> <p>"Conditions"
The standard terms and conditions of sale of the Seller as set out in these terms and conditions and any additional terms and conditions of sale agreed in Writing by the Seller.</p> <p>"Contract"
A contract for the Supply of Goods and/or provision of Services by the Seller to the Buyer whether made verbally or in Writing.</p> <p>"Date of Delivery"
The date on which delivery of the Goods or Services takes place pursuant to Condition 6.</p> <p>"Goods"
The goods, articles, or items which the Seller is to supply under the Contract.</p> <p>"Hazardous"
Any underground substances, hazards, and impediments to reasonable digging conditions</p> <p>"Order placed"
An order placed by the Buyer for the Supply of Goods and/or provision of Services whether verbally or in Writing.</p> <p>"Seller"
Broxap Limited or the trading division, subsidiary or holding company or associated company as notified to the Buyer by written communication.</p> <p>"Services"
The work, installation, maintenance, services, or any of them to be provided and where necessary delivered by the Seller pursuant to the Contract.</p> <p>"Site"
The premises or location nominated by the Buyer where Goods are to be delivered or Services provided by the Seller.</p> | <p>The Buyer may request that the Seller carry out additional work to rectify any Hazards. The Seller is entitled to refuse such additional work. If the Seller accepts such additional work the Seller shall provide the Buyer with an estimate with the cost of the work. The Seller shall be liable for the cost of the work if the Buyer is unable to meet any additional cost quoted by the Seller, the Seller reserves the right to withdraw from the Site and to enforce payment for completion of the Services.</p> <p>5.8 The Seller's quotation assumes normal working hours of 8.00am to 6.00pm (excluding weekends) and the Seller reserves the right to increase the Contract price in the event that work outside of these hours is required.</p> <p>5.9 The Buyer warrants that all information applied to Seller is complete and accurate and the Seller reserves the right to amend the quotation and/or Contract price or terminate the Contract in the event of any breach of this warranty.</p> | <p>6. DELIVERY</p> <p>6.1 Delivery of Goods shall be deemed to be effected by the Seller, where Goods are delivered by the Seller, when the same arrive prior to unloading at the Site or at the nearest accessible road point to such Site, where Goods are delivered by an independent carrier, at the time of loading onto the carrier's vehicle or collection of the Goods on behalf of the Buyer by its servants or agents, when the same are collected or in the case of Services shall be deemed to be delivered at the time of completion of the Services.</p> <p>6.2 Whilst the Seller will make every reasonable effort to complete the Contract by the Date of Delivery such date or dates shall only constitute the times by which the Seller expects to effect such delivery and if no time is agreed between the Seller and the Buyer, the Seller shall not be liable for the time for performance of the Contract by the Seller shall not be of the essence of the Contract, the Seller's failure to so deliver and/or complete the Services shall not constitute a breach of the Contract and the Seller shall not in any circumstances be responsible for any direct or consequential loss or damage of any kind whatsoever.</p> <p>6.3 The Buyer shall ensure that, where Goods and/or Services are to be delivered by the Seller, the Site is accessible, free and adequate access to the place of delivery and sufficient unloading facilities are provided so that the Seller and/or its servants or agents may complete the delivery and/or the Services.</p> <p>6.4 Neither of the parties shall be responsible to the other for any delay in performance or non-performance due to any causes beyond the reasonable control of the parties, but the affected party shall promptly upon the occurrence of any such cause so inform the other party in Writing, stating that such cause has delayed or prevented its performance under the Contract and thereafter such party shall take all reasonable steps to comply with the terms of the Contract as fully and promptly as possible.</p> <p>6.5 If the Buyer fails to take delivery of the Goods for any reason on the Date of Delivery, the Buyer shall pay for any re-delivery required by the Seller.</p> <p>6.6 The Supplier reserves the right to refuse to deliver the Goods outside the UK. Where the Goods are to be transported via sea transit the Seller and the Buyer agree that the Seller is not required to serve on the Buyer such transport provided for the Seller by the Buyer.</p> <p>6.7 All pallets, crates, wheels, and other packaging specified as returnable will be charged for and credited if not returned within 28 days. In the event of a dispute such packaging shall be deemed to have not been returned unless the Seller is able to provide a signed acknowledgment of receipt by the Buyer.</p> | <p>15. TITLE TO GOODS</p> <p>15.1 Until payment in full of all monies due and owing by the Buyer to the Seller, the Seller shall be kept separate from any monies of the Buyer and any third party and the ownership of the Goods shall be retained by the Seller notwithstanding the risk in the same shall pass to the Buyer at the time of delivery.</p> <p>15.2 Until the Goods have passed from the Seller to the Buyer, the Buyer shall be deemed to be the owner of the Goods.</p> <p>15.2.1 Store the Goods separately from all other goods held by the Buyer so that they remain readily identifiable as the Seller's property.</p> <p>15.2.2 The Buyer shall be responsible for ensuring that the Seller's property is not clearly identifiable when belonging to the Buyer.</p> <p>15.2.3 maintain the Goods in satisfactory condition and keep them insured against all risks for their full price from the date of delivery.</p> <p>15.2.4 The Seller shall be responsible for ensuring that the Seller's property is not clearly identifiable when belonging to the Buyer.</p> <p>15.2.5 In the event of any loss or damage to the Goods or Services, the Seller shall be responsible for ensuring that the Seller's property is not clearly identifiable when belonging to the Buyer.</p> <p>15.3 Subject to Conditions 15.4 and 15.5, the Buyer shall be at liberty to sell the Goods supplied in trust to pay to the Seller such sums to which it is entitled under the provisions of the Contract provided that the sums due to the Seller shall be kept separate from any monies of the Buyer and any third party and any sale shall be effected in the ordinary course of the Buyer's business at full market value, and any such sale shall be a sale of the Seller's property only on behalf of the Seller and the Buyer shall be deemed to be the owner of the Goods supplied in trust to pay to the Seller such sums to which it is entitled under the provisions of the Contract provided that the sums due to the Seller shall be kept separate from any 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Tel: **01782 564411** (7.30am-5.30pm, Monday to Friday)

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Ancells Farm Green Gym

OFFICER: Ben Crane
DATE: 05/12/2022
SUBJECT: Ancells Farm Green Gym

Background

Members met at Ancells Farm to discuss location and equipment options for a Green Gym in Ancells Farm on the 31st October.

Members met with the site assessor from the supplying company who offered a best location and two secondary options.

The supplier has stated the following;

When choosing the best position for an outdoor gym in a 'community park', we try to look for the following:

- Safety requirements – Every gym that we install must be able to comply with the requirements of BS EN 16630, which considers various aspects such as space, fall zones, etc. (full details available from the BS EN 16630 document). We also consider practical use as well, such as direction of footfall/on-coming persons and surrounding activities. As the requirements will differ depending on the equipment required, unique circumstances of every project are to be considered.*
- Close proximity to the main access points – Our outdoor gyms are usually designed to offer 'outdoor fitness for everybody'. To achieve best results, everybody therefore must be able to easily access the gym including those with limited mobility. If the gym is at the far end of a park for example, those with limited mobility are unlikely to be able to access the gym on a regular basis.*
- Near to a main route – The amount of your community that will initially visit the park to exclusively use the gym will be much fewer than those that are generally visiting the park. However, if you cite your gym near to a popular walkway, passing visitors will be highly likely to 'try' the gym, and from then on use it more regularly for exercise and fitness.*
- Close to a path – Not every visitor to a park will be wearing suitable footwear, so won't necessarily want to walk over a huge distance of grass, especially in the winter to access a gym. By locating close to a path, users will access the gym without being concerned about getting their footwear dirty or wet.*
- Keep your gym well supervised – Unfortunately, we do need consider those within the community who may want to try and damage equipment or get up to activities that they shouldn't be doing. These types of visitors tend to prefer the quieter or hidden areas of a park to be 'out of sight'. Although our gym equipment is made to be vandal resistant, we do recommend positioning a gym in a well supervised location to limit the number of undesirable visitors in the area of the gym, in the hope that when they visit the equipment, they use it for exercise benefits (as happened in my local park).*
- Finally, it is worth considering how attractive the surroundings of an area are. Gym users are likely to spend more time on a gym with a great view compared with a gym that looks at a wall or fence for example. The better the view, the likelihood that users will exercise for longer, thus achieving greater results.*

The above as all generalisms, but all can be applied to your project, to be added to the crucial information that only you have in understanding your community & park. Your local knowledge will always be essential to achieve the greatest results.

Proposed locations

1. Located by the footpath, across from the under 8's play area – This is the preferred option.
2. Located either side of the "onion" seating shelter.
3. Far side of the field, along the edge of the wooded are.

Equipment

The proposed pieces of equipment are;

1. Sky Stepper
2. Disabled Arm & Pedal Bike
3. Combi Pull down Challenger
4. Arm & Pedal Bike
5. Rower

These pieces may be subject to change if required based on cost.

Costs

Option 1.

1. Equipment - £4353
 2. Installation & Delivery - £1910
 3. Ground Works £8702
- Total cost = £14,965

As Option 1 is already by an existing path, no additional path will be required.

Option 2.

4. Equipment - £4353
 5. Installation & Delivery - £1910
 6. Ground Works £8472
- Total cost = £14,735

Option 2 would be nearer to the roadside, and there for near a pavement. Although this would not bring a path up to the equipment.

Option 3.

7. Equipment - £4353
 8. Installation & Delivery - £1910
 9. Ground Works £9044
- Total cost = £15307

Option 3 would require additional pathway installation. An updated quote has been obtained based on the Friends of Ancells Farm's original quotation, for a new path to be installed creating connections to the woodland.

At the Council meeting on 13th July 2022, it was agreed to progress using £15,000 of section 106 money to fund the installation.

Attached is the quotation giving examples of surfacing options along with the costs.

For a 174m² pathway;

Option 1 - Cotswold Self-Binding Gravel - £23,073.53

Option 2 - Conipave with colour fleck – (Rubber with aggregate mix) - £25,179.62

Option 3 – Autumn Blend Rhyno Mulch – 26,675.54

RECOMMENDATION

- To Approve location 1 for the installation of the Green Gym equipment.
- To approve the proposed equipment to be installed.
- To confirm the revised cost and approve the order and installation of the Green Gym.

DATE RECEIVED: 13/12/2022
SUBJECT: Proposal for Mural Painting
FROM: Friends of Ancells Farm

In line with our agreed Development Plan, Friends of Ancells Farm would like to create a beautiful mural on the pavilion within Ancells Farm Park. The mural will be designed and painted by local artist Helen Brady, with help and input from Friends of Ancells Farm. Painting may include a 'paint by numbers' element so that the local community can be involved.

The mural is intended to provide a lasting legacy of the work Friends of Ancells Farm has done for the park and the community, will provide a sense of enjoyment and make the pavilion more of a focal point.

We do understand that the pavilion is primarily used by Hart FC, so in the interests of collaboration we would look to incorporate aspects of their community reach within the mural and will liaise with them accordingly.

We are proposing that the mural is painted on the south side facing into the park, or on the front west side. If painting is to take place on the south side, the goal posts would have to be moved to the north side of the pavilion. Another alternative is a wraparound design.

Friends of Ancells Farm will fund the whole of this project and we aim for the work to take place in spring 2023.

Examples of Helen's work can be seen on her website at www.inspired-spaces.co.uk and some examples are shown below:



RECOMMENDATION

- To determine the request.

Event Application Form

Name of event	FLEET CLASSIC CAR SHOW
Event location	CALTHORPE PARK
Event date	30 JULY 2023

For Official use only	
Event Reference Number	
Booking Reference:	
Date processed	

Section 1 – Organiser Details

Name of organisation	Fleet Classic Car Events	
Name of applicant⁽¹⁾	Chrys Goodburn ⁽¹⁾ Over 18 years	
Position (if applicable)	Chair	
Contract Address	Recorded on file	
	Post Code:	
Is the above address to be used for invoices? YES/NO – if NO please provide details on a separate sheet		
Personal Contact Details	Home	
	Work	
	Mobile	Recorded on file
	Email Address	Recorded on file
Event Public Tel. Enquiry No.	Recorded on file	
Event Web Site Address	Under consideration	

Section 2 – Event Details

Description of Proposed Event

Chrys is an ex-chair of Fleet Carnival Committee and has successfully organised a classic car show for 18 years. This event will run in a similar way with entries in multiple classes of classic cars and motorcycles, with expert judges and prizes for class winners. Entry will be by vehicle pass which will admit driver/rider and passenger with an entry donation requested. The event will be open to the public, payment on entry.

Please indicate the type of Event

Charity Event ⁽¹⁾	<input checked="" type="checkbox"/>	Fund Raising	<input type="checkbox"/>
Non-commercial	<input type="checkbox"/>	Community Event	<input type="checkbox"/>
Commercial	<input type="checkbox"/>		

(1) Name of Charity	Hampshire and Isle of Wight Air Ambulance
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Charity Registration Number	1106234
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Will all proceeds from the Event go to the Charity concerned? YES ☐ NO ☒

If NO please give details:

We intend to retain sufficient funds to enable us to run the show in subsequent years. All other monies will be donated

Timings

Date/time to enter site for preparation	29/072023 at 8pm
---	------------------

Date/time to vacate the site after the Event	30/07/2023 at 6pm
--	-------------------

If event is for more than one day, please give details of the Start and Finish times each day

Saturday 29 July – 8am until 12 noon

Sunday 30 July – 8am until 6pm

Charges

Is the Event free? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
If NO what are the approximate admission price?	
Adults	£5
Children (include any age ranged)	£2 over 12 year old
Concessions	No reduction
Will programmes be available? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
If YES, what is the proposed price?	
Approximate number of people expected to attend?	
If over 1000 people are expected please give details of security / stewarding.	
250 classic cars & motorcycles , say 400 participants	
500 members of the public	

Do you intend to utilise or permit any of the following attractions at the event?

If so, please tick the appropriate boxes (some of these may not be permitted at all sites):-

Fireworks/pyrotechnics	<input type="checkbox"/> Live Music ⁽¹⁾	<input checked="" type="checkbox"/>
Carnival procession ⁽¹⁾	<input type="checkbox"/> Live Entertainment ⁽¹⁾	<input type="checkbox"/>
Fairground equipment	<input type="checkbox"/> Lost children point	<input checked="" type="checkbox"/>
Aircraft	<input type="checkbox"/> Barrier/Fencing	<input checked="" type="checkbox"/>
Parachutists	<input type="checkbox"/> Marquees	<input checked="" type="checkbox"/>
Balloon launch	<input type="checkbox"/> Portable generator ⁽²⁾	<input checked="" type="checkbox"/>
Hot Air Balloons	<input type="checkbox"/> Power supply	<input type="checkbox"/>
Horses/donkeys/other animals	<input type="checkbox"/> Toilets	<input checked="" type="checkbox"/>
Motorcycles	<input checked="" type="checkbox"/> Alcohol ⁽³⁾	<input type="checkbox"/>
Other motor vehicles	<input checked="" type="checkbox"/> Food/drink concessions	<input checked="" type="checkbox"/>

Coconut shy	<input type="checkbox"/> On site communications	<input checked="" type="checkbox"/>
Inflatables (e.g bouncy castle)	<input type="checkbox"/> Market stalls	<input checked="" type="checkbox"/>
Portable staging	<input type="checkbox"/> Re-enactment groups	<input type="checkbox"/>
P.A. System	<input checked="" type="checkbox"/> Living history or other	<input type="checkbox"/>
Stewarding/Security	<input checked="" type="checkbox"/> Other	<input type="checkbox"/>

NOTES:

- (a) Please supply as much information as possible on all the items above
- (b) Following submission of this application, no additional items may be included without the express consent of the appropriate department.
- ⁽¹⁾A Temporary Event Notice (TEN) may be required if the Event involves, music, dancing, singing or similar.
- ⁽²⁾Generators are not permitted on the highway and must be diesel only.
- ⁽³⁾A Temporary Event Notice (TEN) will be required for the sale of alcohol.

We anticipate two gazebos acting as information point, centre for lost children and first aid.

Barrier fencing erected at a safe distance from the exhibits to prevent unauthorised access

and damage to vehicles and public

Concessions for the sale of hot and cold drinks, food (burger van) ice cream and stalls for classic car related items

No alcohol on site permitted

Live music by ukulele band and other local groups

Communication by P.A. system and steward/security radio

Toilet in main building and separate portaloos for male, female and disabled with battery lighting within

CAR PARKING

Will vehicles require access to the venue? YES ☒ NO ☐

If yes, when and for how long?

NOTE: Parking is NOT allowed on footpaths or the grassed areas of the Council's Parks and Open Spaces

If you have ticked yes above, please provide more details

Operational staff to use existing car parking spaces in the park

Exhibitors to park within designated area of the park 10am until 4pm

Will you require Car Park space for Event Staff	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
And/or the general public	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>

If you have replied YES to either option, please indicate below the proposed car parking arrangements (including any stewarding), the approximate number of vehicles attending the event and how you intend to manage the parking of those vehicles. Please note that parking is not permitted on grassed areas or footpaths.

Facilities

You will be required to ensure that the toilet facilities are adequate. Please submit details of your proposals to include method of disposal and if toilets are hired, the name and address of the hire company.

We intend to hire at least three portaloos designated for male, female and a special one for disabled. Hire company yet to be contracted

Please identify the method to be used in order to maintain the area free of litter and refuse:

We will ask that the public be allowed to use the Harlington Way car parks free of charges. In view of the limited numbers expected it is not intended that the car parks nor the crossing at Reading Road North be supervised.

Event staff will use the existing car spaces within Calthorpe Park

Use of litter bins and liners supported by litter pickers. All to be removed by a trailer and the site left clean before we leave.

Concessionaires to remove own waste

Notes:

1. The event organiser should ensure that the site is regularly litter-picked during

the event and at the end of each. In the event that the organiser fails to do this then the Council reserves the right to carry out the works in default and charge the event organiser the cost incurred.

2. It is the event organiser's responsibility to arrange removal of all rubbish from the site. You will not be permitted to use any on-site skip/litter bins or any bins in the vicinity of the site, etc for disposal.
3. Where permanent catering facilities are available in the vicinity of the site where the event will take place, the organisers must advise the caterers at least one month before the event takes place of the refreshments they will be providing.

UTILITIES

If available, do you require the use of on-site electricity and water?

Electricity ☐ Water ☐

Please explain your requirements ie, when will this be required and for how long?

Bad Weather Plan

Will unexpected rain or high winds affect the event? YES ☒ NO ☐

Will the event be; Cancelled ☐ Postponed ☐ Continue ☒

Please give details if Cancelled or Postponed:

Event will not be affected by high wind

If it has rained before the event starts it will be cancelled if in the opinion of the organisers the park surface will be affected by the cars arrival and parking.

If it commences raining after the event starts it will continue

If the event will continue, please give details of what plans are in place to deal with bad weather situations and please provide details on the Risk Assessment.

Section 3 - Insurance

Event Organisers are required to hold a current policy of insurance in respect of Public Liability or

Third Party risks (including products' liability where appropriate). The relevant limit of indemnity

shall be an amount approved by the Council's Head of Finance. Under no circumstances shall

this be less than £5 million and the Council reserves the right to require a higher limit if deemed necessary.

Organisers will be required to produce evidence of their insurance cover, and may be requested

to produce copies of insurance for any of the exhibitors, band/dance group, Fairground, sub-contractor,

caterer, etc. whom they have instructed/authorised to appear at the Event.

NOTE: All documentation must be produced at least 28 days before the Event. Failure to comply

may result in the Council refusing to grant final permission for holding the Event.

Public Liability Insurance for £5m to be arranged

Section 4 – Emergency Services

Please supply details of the first aid cover to be provided

Fully qualified First Aiders to be on site. As a static exhibition it is not considered necessary for an ambulance to be present

SECTION 5 – BOND

When hiring one of the parks or Open Spaces, a bond /cheque is required to be held in case of any damage to park, facilities etc. The amount required will depend on the type and duration of the event. Please confirm details below

Name of person / organisation supplying the bond /cheque

Name Chrys Goodburn

Address as above

Tel No

Email Address

Fleet Town Council will refund the value of the cheque within 7 days of the event. However, if any damage has been caused to the Open Space / Park then an amount will be deducted to cover the cost of repairs.

Please note that loss or damage to keys, locks or padlocks may be deducted to cover costs.

Keys - £10 each

Padlocks - £65 Each

Locks - £45 each

SECTION 6 – ADDITIONAL REQUIREMENTS

1. Where appropriate a detailed site plan showing the positions of stalls, marquees, arena, exhibition units, car parking, etc. and a list of programme items should be attached to the Event Application Form.
2. In respect of races, etc. a detailed route plan showing the location of route marshals must be provided.

NB: The application must be submitted to the Council at least 10 weeks prior to the Event.

I hereby agree to comply with the conditions set out in this form, including any terms and conditions of hire and all reasonable instructions given by any authorised Officer of the Council should this event be granted approval.

Signed

Position:

Please send the completed form, together with the required supporting documentation to:-

**The Town Clerk
Fleet Town Council
The Harlington
236 Fleet Road
Fleet
Hampshire
GU51 4BY**

Tel: 01252 625246

Email: clerk@fleettowncouncil.org.uk

I have enclosed, where necessary, the following:-

Please note that new / first time applications need to be approved by the Fleet Town Council, Recreational, Leisure & Amenities Committee before an application will be accepted.

Please check dates of the next meeting and ensure that all documentation is handed in no less than 10 days prior to the meeting date.

(* these documents are required for all applications)

Documentation	YES	NO	Evidence of Insurance	YES	NO
Site Plan/Route Plan *	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Insurance for event organiser *	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Risk Assessment *	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Individual participants	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Stewards Briefing Pack	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Addition Information if required	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you have answered NO to any of the above, please explain why?
To be arranged once Fleet Town Council have approved our application

Additional

Any additional information:



Main Events User Agreement

Conditions of Use

The hirer agrees to abide by the following terms and conditions:

- All relevant paperwork is to be submitted prior to the event. This includes risk assessments, site plans, insurance and bond.
- Noise levels will be kept to a minimum.
- The hours the event takes place will only be those set within the event application.
- Music will be turned off at times specified in the event application.
- Appropriate parking arrangements will be made.
- Appropriate toilet facilities will be managed and maintained as specified in the event application.
- Anything that becomes of nuisance or annoyance to local residents will be dealt with as soon as possible.
- No litter is to be left behind and the site is to be left in a clean state.
- The Council reserves the right to cancel an event in the absence of the applicant's wet weather plan.

Name (Authorised Signatory from Organisation)	Brian Coney - Secretary
Signature	B J Coney
Date	26 October 2022
Event and Date	Classic car show 30 July 2023
Organisation Name	Fleet Classic Car Events

FLEET CLASSIC CARS RISK ASSESSMENT 2023

ACTIVITY	HAZARDS	RISK	ACTION	MONITOR
Site must be open / freely accessible for inspection at all times by: Police Emergency Services Authorised Council personnel	Compliance with permit restrictions	Delay in treatment of any injured public	Maintain a free access to area where public and cars will be held	Event Safety Officer Event Organiser
All vehicles that are not required on site to be removed before public start to be admitted	Potential delay in emergency response	Delay in treatment of any injured person	Clear all unnecessary vehicles from the site	Event Organiser Event Safety Officer
Emergency routes to be kept clear at all times	Potential delay in emergency response	Delay in treatment of any injured person	Keep emergency routes clear	Event Safety Officer Event Organiser
Emergency procedures for evacuation of site to be formulated	Potential delay in emergency response	Delay in treatment of any injured person	Deliver emergency procedure announcement to the event using the p.a. system	Event Safety Officer Event Organiser
All Team members and stewards to	Potential delay in emergency	Delay in treatment of any injured	Deliver full briefing to all concerned	Event organiser

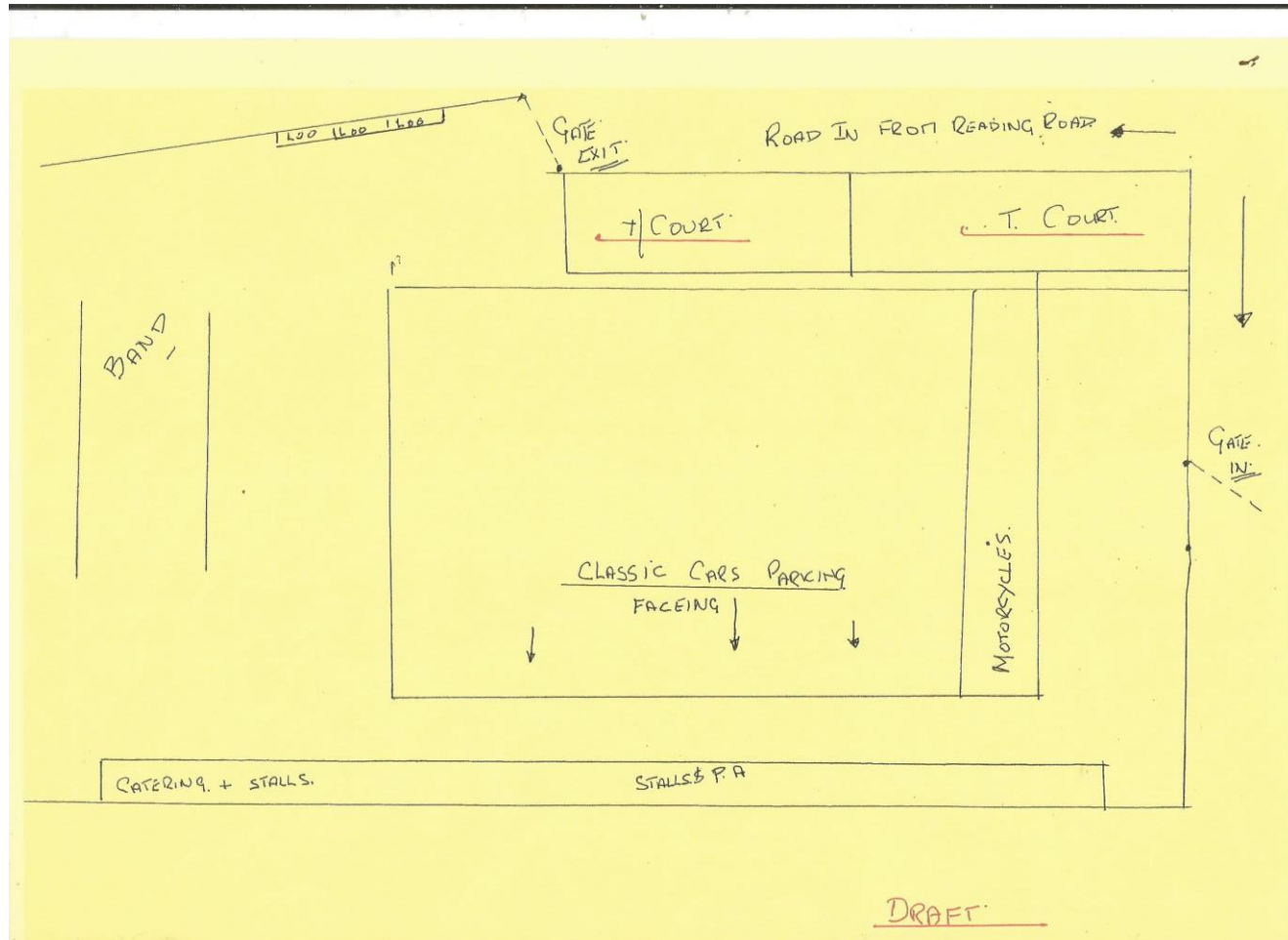
receive full briefings before the event	response	person		
Site to be inspected by Event Safety Officer before allowing cars to enter	Obstructions	Delay in treatment of any injured person	Inspect site prior to the arrival of any cars	Event Safety Officer
Collection and return of equipment	Lifting heavy items	Physical injuries to team members Splinters Back injury Muscle pulls	Work in teams Wear gloves Adopt correct lifting procedures Ensure equipment safely stowed/secured in vehicles	Logistics manager
Setting up barriers, fencing and signage	Lifting heavy items Unsecured items	Items falling over causing injury	Work in teams Ensure fence is properly secured	Event Organiser
Setting up entrance gates	Lifting heavy items Unsecured items	Items falling over causing injury	Ensure items properly secured Radio contact available	Event Organiser
Generator installation	Fuel (petrol or diesel) fire. Hot engine parts Tripping	Injury to any person	Ensure fuel is kept safe away from the generator Ensure there is mesh fencing	Event safety Officer

	over cables		barrier around the generator where practical Ensure generator under supervision at all times Provide cable protection Ensure appropriate type of fire extinguisher available	
Erection of sound equipment	Lifting heavy items Unsecured equipment	Items falling over causing injury	Use experienced personnel Ensure items properly secured	Qualified officer
Radio Communication	Faulty radio Battery not charged	Communications not received	Check all radios working before the event In emergency use personal mobile phone to contact event officials	Event organiser
Park area	Risk of Covid 19 Transmission in Toilet Area Unregulated access to	Injury to any person	Portaloos allowing only 1 person per loo Alcohol Sanitisation bottles for general use	Event Organiser

	cars		and in fenced car area Classic cars in fenced area only	
Stewarding and Security	Unauthorised entry Breach of fencing	Injury to any person	Whole area patrolled by team members who will discourage anti-social behaviour. Stewards instructed not to put themselves at risk	All Event Organiser
Car Parking	Unauthorised parking	Injury to any persons	Harlington Way car parks expected to be free of charge during the event. It is not intended to steward the car parks, nor supervise the crossing at Reading Road South	Event Safety Officer
Controlled entry and exit of classic cars	Risk of accidents and collisions	Injury to any person Damage to vehicles	Remove any barriers obstructing safe movement on and off the site	Event safety Officer

			Steward to assist with a safe and orderly movement of public and vehicles	
Signs for exits and toilets	Signs not visible	Injury to the public	Signs to be prominent and visible	Event Organiser Event Safety Officer
Check and clear site	Glass and litter	Injury to anyone	Clearance and disposal of debris immediately after the event and again in the morning after using protected gloves and litter pickers	Event Organiser

EVENT LAYOUT



OFFICER: Ben Crane
DATE: 13/12/2022
SUBJECT: ADVERTISING SIGNS AT CALTHORPE PARK – CALEB’S COFFEE

Background

Caleb’s Coffee, would like to have some signs made and put up in various locations at the entrance to the Calthorpe Park and within the park. The supply and installation will be paid for by Caleb’s Coffee.

Examples below of locations requested by Caleb’s Coffee.

1. Reading Road North Entrance – below cycle path sign (sign post owned by HCC)
2. Reading Road North Entrance – behind railings next to park sign
3. Under 8’s Play Area railings
4. Midway along Baker Way Cycle Path
5. Near Parking bays opposite Tennis Courts



Terms of the Licence

Clause 5.1.11 of the Council's licence agreement with Caleb's Coffee states that consent is required from the Council prior to erecting any signage but that this will not be unreasonably withheld.

RECOMMENDATION

- To approve the installation of signage but to consider the appropriate number, size, design and type of signs and to approve the specific locations.

MEETING REPORT

Officer: Rochelle Halliday, Executive Officer

Report Date: 15th December 2022

Item 8 – Traffic Order – Baker Way: to consider and approve the recommended implementation of a parking traffic order in Baker Way.

There have been a number of complaints regarding parking in the entrance to Calthorpe Park from Reading Road South. They have centered around parking on the adopted footway/cycleway known as Bakers Way and use of the private parking belonging to Fleet Cricket Club on Fleet Town Council leased land.

Inconsiderate pavement parking has forced residents and cyclists to use the access road rather than the safer raised Baker Way. A number of years ago the area near to the tennis courts was laid out with distinct parking spaces and a limited but free parking order made for this area. This was to deter all day commuter parking for the town and facilitate use of the park by residents and disabled drivers who wanted to visit or use the parks facilities and clubs.

In consultation with Hart District Council and Hampshire County Council officers it was concluded that the easiest and most effective method to improve parking behaviour would be to turn the whole area into a controlled car park that made parking 'out of bay' a PCN offence by HDC enforcement officers. Hart District Council has agreed that it would follow Fleet Town Council's lead on how such enforcement would be instigated with an initial period of warnings rather than fines being implemented.

The parking would remain free but the current restriction could be modified to a 'maximum stay of 3 hours, no return within 3 hours, Monday – Saturday 24hrs'.

The costs of new signage at the park would fall to Fleet Town Council. Lining marking is likely to be approximately £500 and two adverts will be around £600.

RECOMMENDATIONS

- 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 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 the parking restrictions are modified in the above location to a 'Maximum stay of three hours, no return within three hours, Monday – Saturday 24hrs'.
- c) To approve the implementation costs for lining, advertising and amended the signage.

Item 14 – Executive Officer's Report: to receive any updates from the Executive Officer

Local Cycling and Walking Infrastructure Plan (LCWIP) Stakeholder Meeting

I attended the virtual stakeholder meeting on 13th December, along with Cllrs Oliver and Cottrell. The meeting was led by Hart District Council's Executive Director of Place and Officers, as well as their consultant partner Sustrans.

The main purpose of the LCWIP is to create a network of preferred walking and cycling routes, identify priority schemes for future investment and to create an evidence base to support funding applications. The Plan will also inform Hart District Council's Green Grid strategy and aim to make walking and cycle a more attractive option.

The meeting focused on the following:

- *Physical barriers to walking and cycling around the district:* narrow or major roads, unconnected paths, limited crossing points on busy roads, impractical sections of cycle lanes and unlit or isolated roads.
- *Cycle routes to key destinations:* railway stations, schools, town centres, leisure facilities, local employment, connecting to nearby towns and secure places to lock bikes.
- *Walking zones that attract a significant volume of pedestrians:* crossing towards Courtmoor School between Ryelaw Road and Basingbourne Road, safe crossing points, pavements and connecting paths at new housing estates and that many of the high usage zones are on major roads which are difficult to modify to improve the walking experience.

LCWIP timeline:

- Current stage is gathering preliminary information for the Plan.
- Stakeholder comments deadline 6th January 2023.
- Formal public consultation May to June 2023.
- Final Plan September 2023.

Stakeholder Feedback

Members are asked to consider any comments or suggestions for new or improved cycle and walking routes in the parish and district.

Stakeholder feedback can be provided to me or sent directly to Hart District Council's Planning Policy team on planningpolicy@hart.gov.uk before 6th January 2023.

Christmas Day Lunch

The Project & Committee Officer is currently working on co-ordinating the Christmas Day lunch.

Finalising transport arrangements is underway and will be completed over the next few days. The kitchen is being prepared for use this week and the gifts have been wrapped.

So far there are nearly 40 guests attending the lunch, not including those who will be 'hosting' a table and all the other volunteers helping out e.g. in the kitchen, serving team etc.

The same chef as in previous years will be preparing the food.

The last tasks are to update the various paperwork and do the food shopping.

Coronation Committee

The inaugural meeting on the Coronation Committee took place on 14th December. A chair was appointed at the meeting and there were plenty of ideas put forward for the format of the celebrations.

The Committee is steering towards holding the main celebration event on Sunday 7th May 2023, although this was not finalised at the meeting.

Fleet Walk Around

My thanks to Cllr Einchcomb for showing me around all of the Council owned open spaces and pavilions. It was a very informative couple of sessions, which has improved my understanding of the nature and scale of the Council's open spaces.