



FLEET TOWN COUNCIL

MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING

Wednesday 15th September 2021 at 7pm

PRESENT

Councillors: P. Einchcomb, R. Fang, L. Holt, K. Jasper, A. Oliver, B. Schofield, S. Tilley, P. Wildsmith, G. Woods.

Also Present: Janet Stanton - Town Clerk
Susanna Walker - Committee Clerk
Alex Robins - Harlington General Manager
Ben Crane - Facilities and Open Spaces Manager
Sian Taylor – Cemetery Officer
Dave Harrison – Friends of Basingbourne Park

RLA Sept 2021 ITEM 1A ELECTION OF CHAIRMAN

Councillor Einchcomb welcomed everyone to the first RLA face to face meeting. Members noted that the Election of Chairman and Vice-Chairman had been omitted from the September agenda. Councillor Einchcomb outlined that standing orders allowed the Committee to appoint a Chairman for the meeting, for which Councillor Einchcomb was proposed and seconded. Members then agreed that Councillor Einchcomb be Chairman of the RLA Committee for the municipal year.

RESOLVED

That Councillor Einchcomb be elected to the office of Chairman of the RLA Committee for the government year 2021/2022.

RLA Sept 2021 ITEM 1B ELECTION OF VICE-CHAIRMAN

The Chairman then called for nominations for the office of Vice-Chairman. One nomination for Councillor Fang was received and seconded.

RESOLVED

That Councillor Fang be elected to the office of Vice-Chairman of the RLA Committee for the government year 2021/2022.

RLA Sept 2021 ITEM 1C APOLOGIES

Members received and accepted the apologies from Councillor Chenery due to health reasons and Councillor Richmond due to personal reasons.

RLA Sept 2021 ITEM 2 DECLARATIONS OF INTEREST

There were no declarations of interest.

RLA Sept 2021 ITEM 3

QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the public.

Councillor Fang asked the Council to give more details regarding the £250.00 donation to Park Run charity to help set up a Park Run at Edenbrook Park, which many of the residents were not aware of. Members noted that the Park Run application is now with HDC. There are concerns from HDC regarding satisfactory parking for participants so the application is yet to be approved. It was suggested that Councillor Fang also contact the Edenbrook district Councillor regarding Park Run.

RLA Sept 2021 ITEM 4

MINUTES OF PREVIOUS MEETING

Members were made aware that the minutes of the previous RLA meeting held on Wednesday 17th March 2021 had been omitted from the agenda although they had been distributed to Councillors in March. Members noted that although this item was not included on the agenda, Standing Orders permit FTC to bring the minutes to the meeting for approval. The minutes of the RLA Committee meeting held on Wednesday 17th March 2021 were approved by the Members and signed by the Chairman.

RLA Sept 2021 ITEM 5

THE CEMETERY OFFICER'S REPORT

RLA Sept 2021 ITEM 9

CEMETERY OF THE YEAR AWARD 2021

Members received the report of the Cemetery Officer. Members also agreed to discuss Item 9 - Cemetery of the Year Award 2021. The following was discussed:

- 20 burial plots left in the Cemetery.
- **New burial area**
 - Area of scrubland in the Cemetery has been earmarked.
 - HDC has confirmed that the proposed new burial area in the Cemetery does not require planning permission, as FTC meets the criteria for permitted development under Schedule 2, Part 12 class A of the Town and Country Planning Order 1995.
 - New area would provide approximately a further 100 burial plots.
 - Tender specifications.
 - Aim to complete within this financial year.
 - Funding to be confirmed.
- **Biodegradable coffins and ashes containers**
 - Urns provided by undertakers are non-biodegradable.
 - Urns kept in the vaults are non-biodegradable.
 - Interred ashes in urns in the ground are requested to be biodegradable.
- **Cemetery Fees**
 - 50% discount for main cemetery area for Fleet Town residents.
 - No discount for Garden for Remembrance.
 - Discussion and approval of Cemetery fees at previous meetings.
 - Review of fee structure to include inscription fees.
 - Defer to RLA Committee meeting in December.

Members received the report for the Cemetery of the Year Award 2021. Members noted and discussed the following:

- Fleet Cemetery did not win any awards this year.
- Report included areas to help improve the Cemetery.
- Some recommendations were deemed to be of a commercial nature.
- Cost of exclusive rights / non-resident fees are the decisions of FTC.
- Cemetery map online to be orientated to mimic the layout of the Cemetery.

RESOLVED

Item 5.

- a. To add the wording under section 3 Graves in the Cemetery Rules and Regulations to read: *"Only coffins and ashes containers made of biodegradable materials will be allowed."*
- b. To defer the approval of the new wording for the Cemetery and Garden of Remembrance fees until the RLA Committee meeting in December 2021.
- c. To note the report of the Cemetery Clerk.

Item 9. That the changes recommended in the Cemetery of the Year Award 2021 report are not accepted and that staff and officers to use their own discretion in implementing changes for the good of the Cemetery.

RLA Sept 2021 ITEM 6 FACILITIES AND OPEN SPACES MANAGER'S REPORT

Members received the report of the FOSM for the June – August 2021 quarter. The following matters were discussed:

- **Calthorpe Park**
 - Gates for disabled parking are closed.
 - Safety of children if the gates are open and cars driving in and out.
 - A request has been submitted to HDC for the two disabled bays in the Playground area to be included in a Parking Order.
 - HDC hold 1 car parking review a year.
 - CCTV is a monitored service.
 - Portable CCTV in use as well.
 - Police do regular patrols.
- **Pavilion Hire**
 - Flooding issue at Pavilion.
 - Potential soak away from the tennis courts.
- **Ancells Farm**
 - Tree whips to be planted in Ancells Farm will take years to grow.
 - Working Group to sit with FOSM before RLA Committee meeting in December.
- **Harlington**
 - Emergency repairs to roof.
 - Structural responsibility is with HDC.
- **Football Pitches**
 - No bookings for Calthorpe Park.
 - All other pitches have been remarked.
- Fly tipping in Basingbourne Park
- Results of In Bloom competition on 17th September 2021.

Members gave special thanks to the Facilities and Open Spaces Manager for all his hard work and support with the Vaccination Centre.

RESOLVED

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

RLA Sept 2021 ITEM 7 THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT

The report of the General Manager of the Harlington for the period June – August 2021 was presented. Members discussed the following:

- Majority of hirers are back in the Harlington.
- Venue operating almost on a 7 day week basis.
- Vaccination centre extended until the end 2021.

- Full season of shows booked in at the Harlington.
- FTC and Harlington staff resources at capacity,
- New staff including Duty Manager and Box Office and Marketing Assistant.
- Coffee shop not reopening at present, due to use with the vaccination centre, and library entrance has now moved, so footfall is smaller.
- Ticket sales are improving.
- Number of attendees at some events is down by approximately 50%.
- Furlough scheme has now finished.
- **Live Streaming**
 - Live stream performances for paying customers.
 - Service is paid for by the band or artist.
 - Use as a marketing tool to advertise the Harlington.

RESOLVED

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

RLA Sept 2021 ITEM 8 QUEEN'S JUBILEE EXTENDED BANK HOLIDAY

Members noted that there will be an additional bank holiday to celebrate Her Majesty, The Queen's Platinum Jubilee in 2022. The late May bank holiday will be moved to Thursday 2nd June 2022 and an additional Jubilee bank holiday will be granted on Friday 3rd June 2022.

Members discussed the following two points:

- a. FTC to form a Jubilee Committee with representatives from local organisations to co-ordinate any Jubilee festivities taking place in Fleet.
- b. FTC to play a part in the Queen's Platinum Jubilee by installing and lighting beacons at 9.15pm on 2 June to mark the 70th anniversary of the Queen's coronation.

The following points were raised:

- Timing of the Fleet Carnival in July.
- Possibility of a fireworks display.
- Calthorpe Park to be used as the main area for lighting a beacon and any other celebrations.
- The beacon needs to be significant and something that can be seen.
- The Harlington to be involved.
- Small working group to be set up.
- Members are: Councillor Fang, Councillor Jasper. Councillor Schofield, Councillor Tilley, Councillor Woods.
- Town Clerk to set up a meeting date.

RESOLVED

- a. Fleet Town Council to bring together representatives from local organisations to form a Jubilee Committee to co-ordinate the Jubilee celebrations within Fleet.
- b. Fleet Town Council to organise a Beacon lighting event on either The Views or Calthorpe Park.

RLA Sept 2021 ITEM 10 ROSPA REPORTS

Members noted the receipt of the 2021 ROSPA reports for Ancells Farm, Basingbourne Park, Edenbrook (Blackthorns and Sorrels), Calthorpe Park, Oakley Park and The Views.

The following points were noted:

- Play equipment and accessories are proving difficult to get hold of.
- Surfacing needs reviewing and replacing.
- No items in the parks are to be taken out of service immediately,

RLA Sept 2021 ITEM 11 PARK USAGE

Members received and note a report showing park usage for recreation including tennis, fitness and football. Members noted that:

- Tennis membership has increased.
- Possibility of lighting for tennis courts.

RLA Sept 2021 ITEM 12 FUTURE EVENTS

Members noted the following events:

18 th September 2021	Skatepark	SCAMJAM
6 th November 2021	Calthorpe Park	Lions Fireworks
7 th -14 th November 2021	The Views	Circus Wonderland
14 th November 2021	The Harlington/Gurkha Square	Remembrance Sunday
24 th November 2021	The Harlington/Gurkha Square	Christmas Lights Switch-On Festival
25 th December 2021	The Harlington	Christmas Lunch
20 th March 2022	Calthorpe Park	Fleet Half Marathon
Delayed until May 2022	Ancells Farm	Falkners Arms Fun Day
2 nd -3 rd June 2022		Queen's Platinum Jubilee
2 nd July 2022	Calthorpe Park	Fleet Carnival

RLA Sept 2021 ITEM 13 CLERKS REPORT

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

- Skatepark has been repainted by the youngsters (organised by Fleet Phoenix) and children have decorated with graffiti by local children for the Scamjam event.
- **Action Day**
 - Planned for 23rd October 2021, to plant 4000 crocuses.
 - Plants have been bought by Fleet Rotary to support Polio awareness.
 - A further date to be confirmed to plant 420 tree whips.
- Sensory garden – clearing of bushes scheduled for 3 weeks' time.
- **Ultrafast broadband cabinet**
 - Initial designs have been received by FTC.
 - Screened with real plants and laurel screening.
 - Noise buffering cover to be put over fans in the cabinet.
 - Grass reinforced mesh to be used, with a weight suitable for heavy vehicles.
 - To be sorted out over the next 12 weeks.
- Vaccination centre at the Harlington.

RLA Sept 2021 ITEM 12 DATE AND TIME OF NEXT MEETING

The next meeting of the Recreation, Leisure & Amenities Committee will be held on Wednesday 8th December 2021 at 7.00pm at the Harlington.

There being no further business the meeting closed at 9.07pm.

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

Chairman