



FLEET TOWN COUNCIL

MINUTES OF THE RECREATION, LEISURE & AMENITIES VIRTUAL COMMITTEE MEETING

Wednesday 16th September 2020 at 7pm

PRESENT

Councillors: G. Carpenter, G. Chenery, P. Einchcomb (Chairman), L. Holt, K. Jasper, B. Schofield, S. Tilley, P. Wildsmith, G. Woods.

Also Present: Janet Stanton - Town Clerk
Susanna Walker - Committee Clerk
Charlotte Benham - Project and Committee Officer
Sian Taylor - Cemetery Officer
Alex Robins - Harlington General Manager
Ben Crane - Facilities and Open Spaces Manager

RLA September 2020 ITEM 1 APOLOGIES

There were no apologies.

RLA September 2020 ITEM 2 DECLARATIONS OF INTEREST

There were no declarations of interest.

RLA September 2020 ITEM 3 QUESTIONS FROM MEMBERS OF THE PUBLIC

Dave Harrison, from Friends of Basingbourne Park, asked members whether any COVID19 restrictions could be relaxed in outdoor areas including Basingbourne Park. Mr Harrison suggested that if hand sanitiser and masks were used, whether people would be allowed access to the Pavilion, to use the toilet facilities and collect equipment for volunteer days.

Mr Harrison was advised that a meeting with the Clerk and the Health and Safety Consultant for FTC was taking place on Tuesday 22nd September 2020, where all matters including relaxing of COVID19 restrictions would be discussed. It was also made aware that should the Pavilion be open to volunteers, professional cleaning would need to take place.

Mr Harrison also proposed that Courtmoor School be authorised to use the orienteering course in Basingbourne Park. It was advised that the school receive and fill in the appropriate form for this, and that a risk assessment be written in line with government guidelines, detailing that there would be groups of no more than 6 using the course.

RLA September 2020 ITEM 4 MINUTES OF PREVIOUS MEETING

The minutes of the Recreation, Leisure & Amenities Committee meeting held on Wednesday 17th June 2020 were approved and signed by the Chairman.

Members raised the following points:

- Page 2, Item 7 – THE CEMETERY OFFICER’S REPORT
 - Under RESOLVED, the 2nd bullet point infers that the decision of the cemetery signage and cost be agreed in September RLA meeting, whereas members had agreed that the cost would come out of the 2021/2022 budget.
 - It was clarified that the bullet point referred only to the style and design of the cemetery signage.
- Page 3, Item 9 – THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT.
 - The last bullet point should read that there are a different number of beams on the drawing, compared to the actual amount in the ceiling. Therefore the recorded drawings provided are incorrect.
- Page 4, Item 11 – CLERKS REPORT
 - Members were advised that in minutes, any references regarding the Clerk should be looked at carefully, as the two bullet points in this item suggested that the Clerk had more influence than they legitimately have. Members were reminded that the Clerk is present to provide facts and clarify issues, but not influence.

RLA September 2020 ITEM 5 TABLE TENNIS TABLES and TABLE FOOTBALL

Members noted that FTC has been gifted 2 outdoor table tennis tables and 2 outdoor table football tables by Courtmoor School. Members were advised that these are currently in storage and FTC is looking at possible funding options to have them installed, as the current quote is approximately £1200.00 per table for installation.. Ancells Farm has indicated interest in having them installed in the park.

RLA September 2020 ITEM 6 FUTURE EVENTS

Members received a copy of the following calendar of events and noted the following:

<i>8th November 2020</i>	<i>The Harlington</i>	<i>Remembrance Sunday</i>
<i>TBC</i>		<i>A Christmas Festival</i>
<i>25th December 2020</i>	<i>The Harlington</i>	<i>Christmas Day Lunch</i>

- On Remembrance Sunday, there will be no parade but a socially distanced laying of wreaths, which the British Legion will organise.
- Christmas festivities cannot take place this year in its current format, but FTC is looking into alternative options to provide something online. Schools have shown interest in being involved.
- Christmas Day Lunch is being planned, but FTC are not sure yet how to achieve this with social distancing.

RLA September 2020 ITEM 7 THE CEMETERY OFFICER’S REPORT

Members considered a report from the Cemetery Officer, which provided an update on a number of items. The following matters were discussed:

- The report indicates a reduction in the in the longevity of the cemetery due to the high number of burial plots having been sold. Indications are that there are enough burial plots for a further 3 years.
- With the current pandemic, this could potentially reduce the longevity even more.

- FTC needs to research its liability if it is considered a Burial Authority as the only statutory duty of a Parish/town council is maintenance of a cemetery.
- Should land outside of the area be looked at now by the current Council, enabling any future Council to provide a future cemetery?
- Fleet Cemetery won gold in the South and South East in Bloom competition.
- The results of the Cemetery of the Year Awards 2020 are still awaited, but Fleet Cemetery is one of the top 3 finalists.

RESOLVED

- To note the report of the Cemetery Officer.

RLA September 2020 ITEM 8 THE FACILITIES AND OPEN SPACES MANAGER'S REPORT

Members received the report of the FOSM for the June - August 2020 quarter. The following matters were discussed:

- Councillor Action Day at Calthorpe Park to help tidy and clear up the park, to make it even better. This will be arranged by the Clerk and RLA Chairman, to be held on a weekday to provide successful social distancing.
- Ancells Pavilion aluminium guttering installation and confirmation of budget.
- New Calthorpe Park Play Area CCTV will be installed shortly.
- There are still a number of outstanding issues with the contractor for the new Calthorpe Park Play Area.
- Disappointment regarding the final finishing and treatment to the play park.
- FTC has contacted Kaloo and is awaiting response regarding the issues above.
- An Interim payments should be payment, but final payments will be withheld until the snagging list is satisfactorily rectified.
- South and South East in Bloom results.

○ Oakley Park	Silver Gilt
○ Basingbourne Park (Conservation Area)	Gold
○ Calthorpe Park (Large Parks)	Gold
○ Basingbourne Park (Small Parks)	Gold
○ Oakley Park (Small Parks)	Silver Gilt
○ Fleet Cemetery	Gold
○ Friends of Basingbourne Park (Our Community)	Gold
- Special thanks were given to Nigel Jefferies and his team for their increased work and litter picking during the COVID lockdown.

RESOLVED

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

RLA September 2020 ITEM 9 THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT

The report of the General Manager of the Harlington for the period June - August 2020 was presented. Due to COVID19 and performances not taking place, there were no performance totals or summaries in the report. Members discussed the following:

- The Harlington is complying with the government's rule of no more than 6 people in a group, for all events.
- The General Manager is meeting with the Health and Safety Consultant to discuss all restrictions and proposed social distancing measures, including capacity number for the Harlington.

- The June White School of Dance has re-started classes, and has the appropriate COVID risk assessment.
- Fleet Phoenix is still using the RVS but will vacate when FTC ask them to.
- MIND group have moved into the function room.
- Blood Donors are aware of and happy to use the provided facilities this month.
- Box Office and Marketing are updating the website to include COVID Frequently Asked Questions.
- Main priority is to make the Harlington a safe place for everyone, but with strict rules in place.
- A proposed programme of COVID friendly events has been put together, starting in October 2020, to include: comedy, tribute acts once a month, acoustic Sunday afternoon events inside, original music, 80s show.
- Events will also be streamed, with the first stream proposed to take place in October.
- Delivery of large cinema screen is end of September / beginning of October.

RESOLVED

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

RLA September 2020 ITEM 10 BASINGBOURNE PARK DEVELOPMENT PLAN

Members received and reviewed the Basingbourne Park Development Plan from Councillor Woods. This report followed the proposal from the June RLA meeting, where it was agreed that a working group of 4 Councillors visit Basingbourne Park and review the work to date on the Development Plan, highlighting flooding and environmental issues as key.

Members noted that this is an interim report as only 2 Councillors were able to attend, and were unable to finalise a report to bring back to RLA. Councillor Woods proposed that the full RLA committee undertake the Park Development Plan and its proposals on behalf of FTC, with particular attention to the proposal for bridges.

Members considered this and discussed the following:

- There have been many improvements made to the park, and special thanks were given to the Friends of Basingbourne Park and the volunteers who commit their time.
- All members to have a copy of the Development Plan.
- The Development Plan was created in 2013, and included the proposal for 4 bridges over the Sandy Lane and Basingbourne Lane ditches, as these are considered main rivers. It was approved in 2017.
- The bridges have been authorised as part of the plan but need a permit to install them, for which FTC needs to approve to enable FOBP to request the permit.
- Concern that 4 bridges may completely change the nature of the area, and the current natural state is important.
- Natural flood management in the park, in particular the area proposed for bridges.
- There could be a possibility that the bridges could end up under water, due to their proposed location in the park.
- FOBP acknowledge that there is a risk to flooding.
- With regards to natural flooding, a point was raised that it would be good to encourage residents to let water soak into their property.

RESOLVED

- To note the report from Councillor Woods.
- All RLA Councillors to contact the Clerk with availability and a date be organised for all RLA Councillors to visit Basingbourne Park and review the Development Plan.

RLA September 2020 ITEM 11 FLEET TOWN FOOTBALL CLUB

Members were advised that a complaint from a local resident had been made, regarding the flood lights from the Fleet Town Football main pitch shining into their home. Members were made aware that this has been a recurring problem since 27th February 2020, when the football club adjusted their flood lights in line with the Football Association.

Members noted and discussed the following:

- The resident originally contacted FTFC himself, but due to communication problems, this has not been possible.
- FTC contacted FTFC at the end of August and has asked them to rectify the situation by the first week of October 2020.
- FTC will contact FTFC again to confirm their expectations of the flood lights being readjusted, as the concern is that it is a nuisance to the resident.

RESOLVED

- FTC to write a further letter to FTFC, acknowledging confirmation of the first letter and confirming expectations that the flood lights be readjusted.

RLA September 2020 ITEM 12 CLERKS REPORT

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

- Over the last month, there have been a number of vandalisms at The Views and Calthorpe Park, including screws and signage boards removed and the roof lights unscrewed.
- The High Court Judgement relating to business interruption insurance claims due to COVID19 has now been made.
- FTC has contacted Zurich, to continue to claim for loss of business.
- There is a COVID risk meeting for all parks, playgrounds and pavilions next week.

RLA September 2020 ITEM 13 DATE AND TIME OF NEXT MEETING

The next virtual meeting of the Recreation, Leisure & Amenities Committee will be held Wednesday 16th December 2020 at 7.00pm.

There being no further business the meeting closed at 8.51pm.

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

Chairman