

Outside Bodies

- L 4368** Cllr Samantha Marshall updated members on recent meetings of the Horley RBL Committee, which she had attended as the HTC representative.

RESOLVED: noted.

L 4369

Cllr George reported on a recent meeting of the Gatwick Greenspace Partnership Steering Group, where the impact of the present lack of funding support from Surrey County Council had been discussed. The organisation still had surplus funding, however this was significantly reducing.

RESOLVED: noted.

Horley Churchyards

- L 4370** Members were updated on the recent meeting of the Churchyards Committee, which had also been attended by Tom Hughes, Area Manager for Burleys. Tom had updated those present on the Programme of Works for the New Churchyard. Tom had confirmed that the Programme could be flexible, dependent upon weather conditions.

RESOLVED: noted.

- L 4371** The Head of Leisure updated members on celebration events planned throughout the year to mark 800 years since the first Rector of St Bart's was appointed and the 60th anniversaries of the openings of St Wilfrid's and St Francis' Churches (details already circulated). She referred in particular to the "Celebration Flower Festival" which would be taking place over the May Bank Holiday weekend and would include performances by Horley Schools, the Archway Theatre Company and the Horley Singers.

RESOLVED: noted.

- L 4372** It was noted that the "Silent Soldier" sponsored by Cllr David Powell had been placed at the front of the Old Churchyard, near the entrance to St Bart's Church.

RESOLVED: noted.

Grounds Maintenance Update

- L 4373** Members were updated on recent meetings with the Burleys Area Manager notes of which are appended.

RESOLVED: noted.

L 4374 **RESOLVED:** *that the quotation from Burleys to vert-drain all five football pitches at Court Lodge Fields, for the total sum of £1,200 plus VAT, be approved.*

L 4375 **RESOLVED:** *that the quotation from Burleys to clear overgrown vegetation from the perimeter of Michael Crescent Centenary Park (including spot-treatment of brambles) for the total sum of £420 plus VAT be approved.*

Playgrounds and Grounds Inspections and Repairs

L 4376 It was noted that inspections were ongoing and that there was nothing significant to report.

RESOLVED: *that receipt be noted of the Contractor's detailed weekly and daily visual playground inspection reports, as well as the monthly grounds reports.*

L 4377 The Head of Leisure told members that Bennetts had requested that the existing cradle swing seats from the Court Lodge Playground be retained for use at Michael Crescent. Additionally, consideration would be given to re-siting the existing litter bins adjacent to the Court Lodge car park.

RESOLVED: *noted.*

L 4378 **Provision of Youth Services in Horley**

Cllr Powell advised that he and Cllr George would soon be attending a Stakeholders' Meeting with SCC Officer Matthew Raleigh to receive updates on plans for Youth Services in Horley.

RESOLVED: *noted.*

L 4379 **Possible Flooding Alleviation Measures, Horley Recreation Ground**

The Head of Leisure told members that, following a site meeting at Horley Rec Playground with John Hunt from Mitchells of Horley, the possibility was to be explored of moving the particular item of play equipment to a higher location within the playground, with the aim of alleviating the flooding issues affecting it at present. (A site meeting with a contractor subsequently took place on 30 April.)

RESOLVED: *noted.*

Charges for Banners on Horley Recreation Ground Railings

- L 4380** **RESOLVED:** *that charges for charitable organisations and schools remain at £10 per week per banner*
- L 4381** **RESOLVED:** *that charges for commercial organisations be increased to £30 per week per banner.*
- L 4382** **RESOLVED:** *that St Bart's Church be given permission to display the banner advertising Parish Anniversary events free of charge for the duration of the celebrations, subject to the banner being securely fastened and kept clean.*

Requests from Horley Bowling Club

- L 4383** **RESOLVED:** *that the Club be granted permission to park cars behind the park barrier, subject to the barrier being locked or manned at all times and the Club undertaking to make good any damage which may be caused to the area.*

- L 4384** Members considered a request from the Bowling Club to display additional directional signage to the Club, either on the tennis courts fence or on the fence of the Bowling Club itself. Following discussion members were of the opinion that signs at these sites may lead to the appearance of unsolicited posters and adverts and should not be permitted.

RESOLVED: *that the Club consider either amending the existing sign already in place at the front of the park or placing an additional smaller sign alongside it.*

- L 4385** **Funfair at Horley Recreation Ground**

The Head of Leisure advised that, subject to weather conditions improving, the Funfair would start to arrive on 23 April and would leave after the May Bank Holiday (7 May).

RESOLVED: *that a letter, detailing the Town Council's usual terms and conditions be sent to the Fairground Operator. (A copy is appended.)*

- L 4386** **Replacement Playground at Court Lodge Fields**

The Head of Leisure advised that she had a pre-start meeting with the HAGS Project Manager on 14 May. Cllr George told members that the plans had been enthusiastically received at a recent meeting of Court Lodge Residents Association. It was further agreed to post pictures on the website during the construction phase.

L 4386) *RESOLVED: noted.*

L 4387 **Bootcamp Classes in Recreation Grounds**

The Head of Leisure advised that a letter had been sent to the Personal Trainer, detailing the Town Council's terms and conditions for the use of recreation grounds. (A copy is appended.) It was understood that the classes may start at the end of May.

RESOLVED: noted.

Tree Matters

L 4388 The Head of Leisure told members that, following the receipt of three quotations for the Priority 2 tree works (to be undertaken within six months of the tree survey), the Committee Chairman & Vice-Chairman had, as a matter of urgency, approved the appointment of Heatherlands Tree Care to carry out the works.

RESOLVED: that the appointment of Heatherlands Tree Care to carry out Priority 2 works at recreation grounds, for the sum of £8,575 be ratified. (Work to start week commencing 16 April.)

L 4389 Cllr George requested that the dead conifers along the boundary of Sangers School be felled and left in place, as part of the works (subsequently agreed).

RESOLVED: noted.

Church Road and Langshott Allotments

L 4390 The Head of Leisure told members that the invoices for the Langshott Allotments had been sent out to tenants.

RESOLVED: noted

L 4391 The Head of Leisure told members that she had been advised that Metrobus drivers would no longer be using the Langshott Allotments toilet as the stand time on the bus route had been moved to the stop by Tanyard Barn and Anvil Court, which was nearby, had offered the use of their facilities to the bus drivers. Metrobus had subsequently returned the keys to the allotment site gates and toilet.

RESOLVED: noted.

L 4392 Cllr Randall requested that a sign be placed on the gates of Church Road Allotments, advising that the site was monitored by Smartguard Security Patrols.

RESOLVED: noted.

L 4393 Horley Open Spaces Advisory Committee (HOSAC)

Members were updated on the recent meeting of the HOSAC Committee, notes of which are appended.

RESOLVED: noted.

L 4394 Horley Conservation Group (HCG)

Members were updated on the dates of upcoming HCG tasks.

RESOLVED: noted.

L 4395 Environment Matters

Cllr Powell re-affirmed that he would be organising a clean-up of the River Mole bank to remove litter and larger items of debris.

RESOLVED: noted.

L 4396 Horley in Bloom (HIB)

The Head of Leisure confirmed the launch of the HIB competitions. It was agreed that, in view of recent weather conditions, only one judging of the Church Road Allotments would be required this year.

RESOLVED: noted.

Summer Planting – Wild Flower Meadows

L 4397 The Head of Leisure advised that the areas for wild flower meadows had been rotovated and would be seeded later in the month. A combination of shorter and taller flower seed mixes were to be sown, as selected by the Burleys Grounds Maintenance Manager.

RESOLVED: noted.

L 4398 Horley Saturday Market

It was noted that the new Licence was yet to be received from the Borough Council.

L 4398) **RESOLVED: noted.**

L 4399 **Horley Carnival, 16 June 2018**

Members were updated on arrangements in place for this year's Carnival. Cllr George stressed the need for volunteers on the day to assist with parade marshalling, directing in vehicles and many other tasks. He added that this was particularly important this year as there were less people attending the Carnival Committee meetings.

RESOLVED: noted.

L 4400 **Diary Dates**

RESOLVED: that forthcoming events be noted, in particular the Residents' Forum on 17 April, the HATs St George's Day Fair on 21 April Town Meeting on 27 April and St Bart's Flower Festival from 4 – 7 May.

L 4401 **Confidential Business**

RESOLVED: that, "in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and that they be instructed to withdraw."

L 4402 **Youth Services Provision in Horley**

CONFIDENTIAL

Members were further updated on information received.

Prior to the close of the meeting, the Committee Chairman thanked members for their support throughout the year. In reply the Vice-Chairman thanked the Chairman for his leadership.

Meeting closed at 8.45 pm

Date of next meeting – 29 May 2018.

Notes of Monthly Grounds Maintenance Meetings with Burleys representatives, held on Wednesday 7 February & Monday 12 March at 3.00 pm in the Town Council Offices, 92 Albert Road, Horley

Present: Carol Fenton HTC
Cllr Simon Marshall HTC (February meeting only)

Tom Hughes (Contract Manager) Burleys

Apologies: Cllr James Baker HTC (both meetings)
Cllr Simon Marshall HTC (March meeting)

Horley Rec: Tom explained that he had quoted for heavy duty Drainage Crates (able to support 40 ton in weight), as a possible cost-effective solution to flooding issues in the playground. Carol explained that she was still seeking further advice about the proposal, as had been requested by members at the recent Leisure Meeting. Planning permission for the Cafe had now been granted and various options for its design and operation were now being explored. Tom confirmed that the quotation for the Summer bedding in the Memorial Gardens would be provided by the following day, for consideration at Tuesday's Finance Meeting.

Court Lodge Playing Fields: It was noted that, due to inclement weather conditions, Pitch 3 was still out of action. Tom confirmed that he would be providing a quotation for verti-draining of the pitches at the end of the season. He added that grass cutting would commence as soon as the weather improved. Carol explained that ten tender submissions had been received for the replacement playground, of which representatives of three contractors had been invited for interview. The final selection of a contractor would be made at an Extraordinary Council Meeting the following day and it was planned to have the new playground installed in readiness for the school summer holidays.

Emlyn Meadows: No issues to report.

Michael Crescent Centenary Park: Quite wet in places. Tom confirmed that he would provide a quotation for tidying up the boundaries of the Park.

Church Meadows: Tom provided catalogues for wild flower mixes to be used at both Church Meadows and in the Memorial Gardens. He suggested using the taller Meadow Breeze and Sarah Bouquet mixes in the centre of the triangular areas at Church Meadows, and the shorter Chameleon mix around the edges, as well as in the Memorial Gardens. He confirmed that the areas would be sprayed with weedkiller, prior to rotovating.

Other Matters : It was noted that Burleys had signed a two-year contract for the maintenance of the Old Churchyard at St Bart's Church. Carol added that the Town Council would be providing a grant of £6,200 towards the annual cost of the Churchyard Maintenance.

Date of next meeting: Thursday 5 April 2018 at 3.00 pm

Notes of a Monthly Grounds Maintenance Meetings with Burleys representatives, held on Thursday 5 April 2018 at 3.00 pm in the Town Council Offices, 92 Albert Road, Horley

Present: Carol Fenton HTC
Cllr Simon Marshall HTC

Tom Hughes (Contract Manager) Burleys

Apologies: Cllr James Baker HTC

Horley Rec: It was noted that weather conditions had not yet permitted the arrival of the Funfair (subsequently arrived on 23 April) and that the main grass would be cut once the vehicles had left. Carol advised that she had a meeting at the playground with a local building contractor to discuss further options to alleviate flooding issues (drainage crates etc). It was noted that a request had been approved to run Boot Camp Classes in the park, initially for a trial three-month period. Carol advised that urgent tree works would start, week commencing 16th April

Court Lodge Playing Fields: It was noted that Tom had provided quotes for verti-draining the football pitches and these would be considered at the upcoming Leisure Meeting.

Emlyn Meadows: No issues to report.

Michael Crescent Centenary Park: A quotation had been provided for tidying up the boundaries of the Park which would be considered at the next Leisure Committee meeting.

Church Meadows: Tom advised that the wild flower seed had been purchased and the areas would be rotovated as soon as weather conditions allowed.

Other Matters : No matters were raised.

Date of next meeting: Wednesday 2 May 2018 at 3.00 pm

HORLEY TOWN COUNCIL

Joan Walsh, Town Clerk
Carol Fenton, Head of Leisure
Council Offices, 92 Albert Road
Horley, Surrey RH6 7HZ
Tel: 01293 784765
info@horleysurrey-tc.gov.uk
www.horleysurrey-tc.gov.uk



13 April 2018

To Beach's Funfair

Dear Mr Beach

Funfair at Horley Recreation Ground, April/May 2018

I am pleased to confirm, on behalf of the Town Council, that we are agreeable to you bringing your funfair into Horley Recreation Ground from **Monday 23 April 2018, subject to ground conditions having improved by this time.** We understand that the funfair will be open on **26, 27, 28 & 29 April** and **3, 4, 5, 6 & 7 May** (May Bank Holiday). **Operating hours to be no later than 10.00 pm on Thursday, Friday, Saturday & May Bank Holiday and no later than 9.00 pm on Sunday**

The Town Council agrees to payment of £2,000 (two thousand pounds) in respect of the hire of the land and requests that you also provide a deposit of £500 (five hundred pounds). The deposit will be retained by the Town Council for the duration of the visit and may be used to make good any damage caused to land and/or property. The Town Council reserves the right to refuse the movement of vehicles either onto or away from the Recreation Ground, should weather conditions prove to be particularly unfavourable. Additionally the Town Council reserves the right to modify the funfair's opening hours, should there be complaints from members of the public. This offer is also subject to your supplying and maintaining portable toilets for use by visitors to the funfair.

Please ensure that your caravans are not parked close to the boundaries of neighbouring properties and please keep loud noise to a minimum, particularly late at night and when arriving at and leaving the Recreation Ground. **Please also make arrangements to have any large amounts of rubbish cleared away, prior to your departure.**

Finally, members wish to be assured that you have adequate Public Liability Insurance for this event. Whilst the Town Council accepts responsibility for its property, it seeks indemnity against claims or actions for loss, damage, injury or death caused as a direct result of the event or associated activities. A copy of your public liability insurance cover would be appreciated.

If you are agreeable to the above conditions, please confirm by email or in writing.

Yours sincerely

A handwritten signature in blue ink that reads 'Carol Fenton'.

Head of Leisure, Horley Town Council

HORLEY TOWN COUNCIL

Town Clerk – Joan Walsh
Head of Leisure – Carol Fenton
Council Offices, 92 Albert Road
Horley, Surrey RH6 7HZ
Tel: 01293 784765
info@horleysurrey-tc.gov.uk
www.horleysurrey-tc.gov.uk



Ashley Roberts
3 St Anne's Road
Crawley
RH10 3HJ

19 April 2018

Dear Ashley

Fitness Classes in Recreation Grounds in Horley

I am writing to confirm this Council's approval for you to use Horley Recreation Ground for outdoor fitness training, initially for a three-month trial period.

There will be no charge for the use of the grounds for the first three months, however we would request that you undertake to meet the cost of any reinstatement / repairs which may occur as a direct result of your classes.

We note that you have Public Liability Insurance, as well as a First Aid Certificate. You may also wish to carry out a risk assessment of the site. We would also point out that, whilst the Town Council accepts responsibility for its property, it seeks indemnity against claims or actions for loss, damage, injury or death caused as a direct result of your classes or any associated activities.

I understand that you plan to hold one hour classes on Wednesdays, Fridays and Saturdays. We will have a funfair in the park until Monday 7 May, so the earliest you would be able to start is week commencing Monday 14th May. Additionally, the Horley Carnival takes place in the park on Saturday 16th June so the park will not be available for your classes on that day.

Please confirm your start date, once finalised and we will review possible charges at the end of the three-month trial period.

We wish you every success with your venture and would ask you to confirm acceptance of these terms and conditions in writing (by email will be fine).

Yours sincerely,

Carol Fenton, Head of Leisure & Deputy Clerk

HORLEY OPEN SPACES ADVISORY COMMITTEE
Minutes of a meeting held on Tuesday 27 March 2018 at 6pm.

Present: Cllr Simon Marshall (in the chair), Cllr Valerie Marshall, Carol Fenton, Cathy Cooper, Cllr Mike George, Cllr Samantha Marshall, Cllr Fiona Stimpson, Cllr Henry Randall, Lewis Keen (HPS), Lee Wilcox (R&BBC Greenspaces Manager).

Apologies for absence:

Jan Spratt (HCG), Cllr David Powell, County Cllr Kay Hammond, Kevin Lerwill (GGP).

Minutes of the previous meeting and matters arising:

The minutes of the meeting on 16 January 2018 were agreed.

Open Spaces:

Horley Recreation Ground

Fiona reported that it was very wet.

The fair was due to arrive last week but was postponed, following an inspection with Jimmy Beach in attendance. There will be an appraisal of the situation on Thursday.

The Silent Soldiers haven't yet arrived in the Memorial Gardens.

Fiona reported that there are rats in the hedge in the ornamental gardens by the entrance to the playground and her dog caught one.

Church Meadows

Henry reported that there is a new sign displaying details of the new security company.

Carol had a meeting today about the wildflower meadow and there will probably be two seed mixes used.

Bay Close Open Space

No problems reported. The football net is up but full of holes.

Emlyn Meadow

Very wet but walkable.

There is a pile of branches on the bank that could be thrown back in the river by youngsters when the weather improves if they are not removed.

Yattendon Road Recreation Ground

No problems reported. We will endeavour to check with Cllr Etheridge prior to future meetings.

Michael Crescent Centenary Park

Simon reported that the grass has been cut.

Court Lodge Playing Fields/Riverside Walk

Mike reported that it is gradually drying out. However pitch 3 is still not usable.

A litter pick was done in Riverside Walk but they left all the large stuff, so Mike complained again and it has now nearly all been collected. Mike said that the different departments often try to pass the problem to another, so that the money is taken out of another pot.

The fence belonging to the Football Club has been damaged.

The contract has been agreed for the new playground, which should be installed in June, ready for the school holidays.

Driving schools have been using the car park for driving lessons.

Riverside Garden Park

Cathy reported that the Council have removed a dead tree but left the stump.

She said that the park is very popular, particularly the picnic area.

Cathy said that the proposed new seat would require new legs, as they have rotted. Carol said the Borough Council might install a metal seat rather than a wooden one.

Lee reported that the car park will be repaired when the weather improves.

Cathy said that garden/domestic waste is sometimes dumped in the park and the bins are always full.

Mike said she should report problems to the local Borough Councillor as well as R&BBC.

Horley in Bloom and South & South East in Bloom Competitions:

HIB will be launched soon and we are not taking part in S&SEIB this year.

Horley Conservation Group:

The last activity was cancelled due to the bad weather.

The AGM was held in February.

Carol said that the positioning of the container has been agreed and the matter is now with R&BBC.

Horley Piscatorial Society:

Lewis reported that the season closed on 15 March.

HPS's licence has been extended for another year. However, another company has put in to tender for the licence for Earlswood Lakes and this could affect the licence for the River Mole and Riverside Garden Park. Normally the lease covers all three venues but the new company may not be interested in the smaller venues, particularly after the pollution problem affecting the wildlife.

Some work has been done with GGP and HCG removing debris in the lake from a fallen tree.

The picnic area has been improved.

A tree stump has been cut up and removed.

Cathy reported that there is a goose in RGP with only one leg but it seems to hop about OK – Lewis will watch out for it.

On 19 May the HPS, with the help of volunteers, will realign the stones in the river near the Six Bells pub, in order to create a spawning area for the fish and small invertebrates.

Mike reported a large tree in Riverside Walk that has fallen across the river and could become a catchment area for debris in the river. He said that this is causing the water to be diverted to the other bank and the bank will eventually erode.

Lewis is trying to persuade The Wild Trout Trust that more work is required in the Court Lodge area of the river, rather than further down the Gatwick Stream.

Riverside Green Chain (The Acres/Westvale Park)

Mike reported that the R&BBC councillors have completed a winter tour of these areas.

Any other business:

None.

Next meeting:

The next meeting was arranged for Tuesday 19 June 2018 at 6pm, before P & D.