

HORLEY TOWN COUNCIL

Joan Walsh
Town Clerk
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AGENDA

LEISURE & AMENITIES COMMITTEE

Date / Time: Tuesday, 23 January 2024 at 7.30 pm

Venue: Horley Town Council offices, Albert Rooms, 92 Albert Road, Horley RH6 7HZ

SENT BY EMAIL TO ALL MEMBERS OF THE COUNCIL

Dear Councillors

You are hereby respectfully summoned to attend the **MEETING of HORLEY TOWN COUNCIL** to be held on Tuesday, 23 January 2024, 7:30 pm, at the Albert Rooms, 92 Albert Road, Horley RH6 7HZ. The Agenda for the meeting is attached to this Summons.

Yours sincerely

Joan Walsh
Town Clerk

Members' Apologies:

If required, a Member must submit their apologies for this meeting by sending an email to: town.clerk@horleytown.com or by telephoning the office on 01293 784765, by no later than noon on the day of the meeting.

Public Forum:

Members of the Public and Press are welcome to attend this meeting in person or may join it remotely by requesting a Zoom link by email to: town.clerk@horleytown.com or by telephoning the office on 01293 784765, by no later than noon on the day before the meeting is due to be held.

Public and Press attendees are invited to put questions or draw relevant matters to the Council's attention and are permitted to speak once only and for five minutes maximum in respect of a business item on the agenda, at the discretion of the Chairman. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chairman may direct that a question or comment is submitted in writing which shall be answered in due course.



To: Members of the Leisure & Amenities Committee:
Cllrs Hannah Avery, Jante Baird, James Baker, Jordan Beech, Lynne Burnham, Emma Fagan, Cec Hughes, Robert Marr, Samantha Marshall, Martin Saunders, Tom Turner, Steve Wotton



HORLEY TOWN COUNCIL

Leisure & Amenities Committee

A meeting of the above-named Committee will be held at the Albert Rooms, Albert Road, Horley
on Tuesday, 23 January 2024, 7.30 pm

**All correspondence and papers referred to in the public part of the agenda are available to view
in the Town Council Offices during normal office hours or on the website**

A G E N D A

- 1 Apologies and Reasons for Absence**
To receive apologies and reasons for absence with officer recommendation for acceptance.
- 2 Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive any declarations of interest in relation to any items included on this agenda.
- 3 Public Forum**
- 4 Approval of Minutes**
Leisure & Amenities Committee, meeting held on 17 October 2023.
- 5 Leisure Updates**
Leisure & Amenities Committee, meeting held on 17 October 2023.
- 6 Horley Churchyards**
To receive an update on recent meetings and other matters.
- 7 HTC Grounds Maintenance and Security**
 - i)** To receive updates on recent meetings held with the Town Council's Ground Maintenance Contractor and to note any issues arising.
 - ii)** Drainage measures, Horley Recreation Ground - To receive an update on proposals to resolve flooding on the access pathway by the playground.
 - iii)** Members' inspections of Recreation Grounds - To receive an update.
 - iv)** To receive an update on any other matters.
- 8 Community Events in Horley**
 - i) Horley in Bloom (HIB) and Photographic Competitions 2023:** To receive any updates from the HIB Working Group and new arrangements for this year's competitions.
 - ii)** To receive an update on any other matters.
- 9 Use of HTC Community Buildings, Parks and Outdoor Spaces**
To receive any updates on upcoming events.
- 10 Compliance & Regulatory**
 - i) Annual Inspections of Playgrounds (RoSPA)** - To note that the annual inspections of playgrounds and parks equipment at all sites is due to be carried out in February 2024.
 - ii) HTC Playgrounds and Grounds Inspections** - To receive the latest inspection reports and updates on repairs from the Town Council's parks contractors.
 - iii)** To receive an update on any other matters.
- 11 Allotments in Horley**
To receive an update on any matters.

Continued .../

To: Members of the Leisure & Amenities Committee:

Cllrs Hannah Avery, Jante Baird, James Baker, Jordan Beech, Lynne Burnham, Emma Fagan, Cec Hughes, Robert Marr, Samantha Marshall, Martin Saunders, Tom Turner, Steve Wotton

12 Seasonal Planting 2024

- i) Funding Applications for planters in West Horley – To receive an update on the application made to the SCC YFS Small Community Projects Fund, supported by SCC Cllr Lynch.
- ii) To approve expenditure to provide town centre hanging baskets and summer plants, up to an amount not exceeding £8,000 plus VAT.
- iii) To consider the way forward on other seasonal planting to be undertaken by the Town Council.

13 Outside Bodies

To receive any updates from Town Council representatives on the following Outside Bodies:

- i) Gatwick Greenspace Partnership (GGP)
- ii) Horley Conservation Group (HCG)

14 Communications Received

15 Diary Dates

16 Items for Future Consideration: To note any urgent business for inclusion on future agenda.

17 Press Release: To agree items for inclusion.

18 Exclusion of Public and Press

“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.”

CONFIDENTIAL

19 CIL SIP(2) 19: Infrastructure Improvements: Playground Upgrade, Michael Crescent Centenary Park

To note completion of the tender on Contracts Finder and to receive an update on the evaluation of bids received in consultation with the Committee Chair and Vice-Chair.

20 SCC Your Fund Surrey – Small Community Projects Scheme

CONFIDENTIAL

i) Replacement of Playground Railings, Court Lodge (Ref: YF199)

To note the successful bid made by the Town Council through the scheme and to consider the Officer Recommendation Reports for award of contractor to complete the project.

ii) Replacement of Playground Railings, Horley Recreation Ground (Ref: YF200)

To note the successful bid made by the Town Council through the scheme and to consider the Officer Recommendation Reports for award of contractor to complete the project.

Date of next meeting: 23 April 2024



Signed: Town Clerk

Dated: 18 January 2024

To: Members of the Leisure & Amenities Committee:

Cllrs Hannah Avery, Jante Baird, James Baker, Jordan Beech, Lynne Burnham, Emma Fagan, Cec Hughes, Robert Marr, Samantha Marshall, Martin Saunders, Tom Turner, Steve Wotton



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. Helen Maan
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Surrey
RH6 7HZ**

QUOTATION

Number: 17914
Customer no.: 4809
Entry date: 21/11/2023 **Tel:** 01293 784765
Page: 1 **Fax:** 01293 775789

Summer 2024 Tiered Planter

Quantity	Plant name	Size	Reference	Price	Amount £
4	Three tier planter	N	2023	594.56	2,378.24
Total				£	<u><u>2,378.24</u></u>

Quotation is valid for 30 days and subject to availability.

Prices exclude VAT

Changes to the quote may affect delivery costs.

Any deliveries within the congestion zone there is an additional charge of £10.00

Thank you
Jenny Wijsveld



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QUOTATION

Number: 17899
Customer no.: 4809
Entry date: 16/11/2023 **Tel:** 01293 784765
Page: 1 **Fax:** 01293 775789

Summer Floral 2024

Quantity	Plant name	Size	Reference	Price	Amount £
12	Heritage Barrel Half	N	2023	97.60	1,171.20
24	Hanging Basket	N	2023	98.96	2,375.04
1	Cosmopolitan Cube Hire	DOUBLE	2023	472.50	472.50
4	Three tier planter	N	2023	594.56	2,378.24
1	Watering of park per visit per week	N	2023	93.75	93.75
6	Permanent planters	N	2023	200.00	1,200.00
Total				£	<u><u>7,690.73</u></u>

Quotation is valid for 30 days and subject to availability.

Prices exclude VAT

Changes to the quote may affect delivery costs.

Any deliveries within the congestion zone there is an additional charge of £10.00

Thank you
Jenny Wijsveld

Michael Crescent Playground Survey Conclusions

Survey Details

Survey was open for comment 16th November to 18th December.

9 questions were asked.

We had 50 responses.

The survey was advertised via social media channels, on the website, in the newsletter and via posters at Michael Crescent Park.

Quicks Takeaways from the survey results

- Nearly all respondents walked to the park suggesting that users are local residents, and that Michael Crescent playground is not a drive to destination play area.
 - The playground is mainly used after school and at weekends.
 - The age of playground users seems to be evenly spread with 41% 6-12 years; 31% 3-5 years and 26% 0-2 years.
 - Survey respondents were keen to see a wide range of equipment and there wasn't a single piece of equipment that seemed more important than any other.
 - Nearly all respondents wanted there to be more seating.
 - Nearly all respondents wanted the surface to be rubber/wetpour as opposed to grass.
 - In terms of like for like equipment replacement the only piece that was regularly mentioned was the roundabout.
 - Most respondents said they would use the playground more frequently if it was improved.
 - A desire to have a zip wire was mentioned by quite a few respondents despite it not being a piece of equipment we plan to offer.
-

Survey Results

Q1. **How would you normally travel to the Michael Crescent Centenary Park?**

Walk - 44, Bicycle - 1, Other - 5

Q2. **What time of the day would you most often visit the park?**

Morning – 9, Afternoon – 17, Evening - 2, Weekends and after school 22

Q3 **Do you have children you bring to the park? If so, what ages do they fall between?**

0 - 2 years -21, 3 - 5 years -25, 6 - 12 years -33, 13 years and older – 1

Q4 Thinking about changes to the play equipment. Which items from the list below would you like to see?

Roundabout/spinners - 31
Climbing frame/slide - 41
Climbing wall/rope/web climber -35
Swing seat -32
Swings - 37
See saw -22
Slide - 33
Other -15

Q5 Would you like more seating areas in the Michael Crescent playground?

Yes - 49, No -1

Q6 Which type of playground surface would you prefer?

Grass - 1, Rubbercrumb/wetpour -49

Q7 The council will replace the majority of the playground equipment with the exception of the centre multi play unit which will be retained. Is there any other existing unit that you would prefer to have a like for like replacement?

Roundabout – 3
Springer -1
Swing – 2
Zipline – 2 (We don't have a zipline though)

Q8 If the play area were improved how frequently would you use it?

Daily - 11
Often - 32
Sometimes - 7
Rarely -0
Never - 0

Q9 Here is an artist's impression for a new playground at Michael Crescent. Please let us have your comments to help us specify a new playground aimed at children aged 2 - 12 years old.

- *It needs to be accessible for everyone, where are the facilities for children with mobility issues?*
- *Looks great and is more suitable for a big age range of children.*
- *New playground looks good. Picnic bench would be nice. If the current slide is staying can it be adapted to allow younger children to be able to get up to it please. Have you considered a basketball net in the park anywhere at all? Thanks*
- *My children would love to see a zip wire.*
- *Another slide would be good.*
- *Drawing is great and would be a great improvement.*
- *Looks good.*
- *I think 8-12 year olds prefer climbing webs/ walls higher slides, zip wires. This looks more beneficial to younger children only.*
- *My 2 year loves the slide but normally they are a bit boring. So would like to see a big coloured twist slide or theme pirate ship.*
- *Definitely gym please.*
- *A good range of equipment for young children and older children*
- *Looks good.*
- *Wheelchair accessible equipment*

- *Perfect.*
- *It needs to be bigger. Now the building has been knocked down move the goal posts over that side as the babies keep getting footballs kicked at them it's not safe! And make it bigger for the kids or it won't be used and will go to waste. More seating and shelter for adults as well please*
Keep none of it, the whole thing needs moving well away from the oak tree, as oaks are notorious for dropping limbs and killing people, more seating is needed, the artist impression is no better than what is currently there, the centre piece in the playground has been there many years and needs removing. I suggest looking at Jenners field playground in Lingfield to have an idea of what bigger things to put there for the older children, maybe just look around at other playgrounds to gauge an idea of what can be put there.
- *The park gets very muddy so a different surface would be great. The equipment shown above in the image looks great for everyone. I also think a smaller slide and or climbing frame for toddlers. We used this park every day for our toddlers over the last few years and we really struggled to get them on the slide. A smaller climbing frame for toddlers would benefit a lot of people in this area.*
- *Look amazing!*
- *Looks great. Thank you! Does need seating though. We often take a picnic with us.*
- *Needs to have different size slides for younger and older. A small tunnel*
- *Looks much safer and user friendly. Different options of things to play on better use of the space.*
- *Could be a bigger slide too.*
- *Looks good.*
- *Our kids love the roundabout as well! Thanks*
- *Looks good.*
- *Looks great. When is this starting?*
- *Please try to make sure its focused and safe for babies, toddlers and young children (buggy age) with seating for tired Mums as these are the main people that use the playground, to entertain and tire out our energetic youngsters!*
- *Looks like it's more for young children but much better than what they have now.*
- *Very nice.*
- *The inclusion of a skate park would be good.*
- *There are quite a few older children who visit this park very often! I feel most of this equipment is for younger children and not for the older age group. We live right opposite the park and visit daily and would love to see something exciting like skate ramps for the older ones or a zip line / wire.*
- *Zip wire and skate ramps for older children.*
- *A zip wire.*
- *Proposals are very poor and unimaginative! Do not deliver any creativity, so sense of discovery, no changes in level... Please use a mix of equipment and natural elements - boulders, tree trucks, planting, mounds, sand/ bark, introduce some sense of different textures! A 'Play Area' is much more than an 'area with play equipment'! Please engage appropriate Landscape Architects and other professionals with recognised expertise in playground design (not a play equipment supplier!). Aim to deliver something more creative and interesting for our local kids. On the questions above, why do we need to pick from Grass or Rubbercrumb/wetpour? Can't we have both? I hope these proposals are reviewed as I don't think they deliver much play value for our kids.*
- *I would like to see the swings fenced off to stop young children running in front of them.*
- *It looks good but needs climbing frame for kids 6 age and over. Perhaps plant a tree for a shady area for summer. Some benches to sit down, also zip line would be good.*