

L 4630) *RESOLVED: that the matter be re-considered once the handover of the land to the Management Company has been finalised.*

L 4631 **Approval of Minutes**
Leisure and Amenities Committee, 26 February 2019

RESOLVED: that the minutes of the above meeting of the Leisure & Amenities Committee, including all confidential items, be approved.

Outside Bodies

L 4632 Members were updated on the last meeting of the Horley RBL Committee, where there had been some discussion about a portable sound system, to be used at the Opening of the Memorial Gardens on the Wednesday before Remembrance Sunday. Cllr Hudson added that he had a large speaker, which could also be used in the Memorial Gardens to boost sound. It was noted that Cllr Valerie Marshall would be attending the meeting at the end of April, in place of Cllr Samantha Marshall.

RESOLVED: noted.

L 4633 It was noted that Cllr George had been unavailable to attend the recent meeting of the Gatwick Greenspace Partnership Steering Group.

RESOLVED: noted.

Horley Churchyards

L 4634 It was noted that the next meeting of the Churchyards Committee was due to be held on 24 April.

RESOLVED: noted.

L 4635 The Head of Leisure reported receipt of an Expression of Interest from the Grants Officer at the Community Foundation for Surrey (CFS), for funding towards upgrading the sound system in St Bart's Church. After discussion the following was resolved:

RESOLVED: that, in view of recent funding awarded to St Bart's Church, the Expression of Interest be declined, the SCF Grants Officer to be informed accordingly.

L 4636 **Grounds Maintenance Update**

Members were updated on recent meetings with the Burleys Area Manager, notes of which are appended.

L 4636) *RESOLVED: noted.*

Playgrounds and Grounds Inspections and Repairs

L 4637 It was noted that regular inspections were being carried out and members were updated regarding recent routine repairs.

RESOLVED: noted.

L 4638 The Head of Leisure advised that Bennetts had highlighted some cracks and areas of wear and tear on the skate park, which were giving them some concern. Representatives of Bendcrete, the manufacturer & installer, had visited the site and had stated that, in their opinion these were just shrinkage cracks, which they would continue to monitor.

RESOLVED: noted.

L 4639 Youth Services in Horley

Cllr George advised that the Horley Sure Start Children's Centre intended to again run school holiday activities at Court Lodge Fields this Summer. It was however noted that no approach had yet been made to the Town Council.

RESOLVED: noted.

L 4640 "Bee Bed", Horley Recreation Ground

The Head of Leisure advised that Burleys had provided a design for the Bee Bed in the Ornamental Gardens and the plants were ordered. The work was within budget and the cost attributed to the previous financial year.

RESOLVED: that the cost of £824.60 plus VAT be ratified.

Replacement Safety Surfacing in Horley Rec Playground

L 4641 The Head of Leisure advised that the Post Installation Inspection of the new safety surfacing, carried out by the Play Inspection Company, had found everything to be satisfactory and there were no issues reported.

RESOLVED: noted.

L 4642 It was noted that Burleys had quoted £631 plus VAT to carry out reinstatement work to the grassed areas in the playground. This would involve bringing in a tractor to pull the earth back from the footpath and level the areas, as well as breaking up and burying any stones and re-seeding once complete. Burleys would also water the area as necessary, at no extra cost.

L 4642) *RESOLVED: that the quotation from Burleys of £631 plus VAT, to carry out the reinstatement work be approved.*

L 4643 *Damage to Railings, Horley Recreation Ground*

Members were advised that the railings, which had been damaged as a result of a recent road traffic accident had now been repaired by Bennetts at a total cost of £1,470 plus VAT. The Clerk advised that, to date £1,220 had been received from the Town Council's insurers and the £250 excess was being pursued from the third party involved. It was noted that, longer term, repairs would be required to the rest of the perimeter railings, as a result of their quite considerable age. It was suggested that an earmarked fund be started to cover the cost of their long-term replacement.

RESOLVED: noted.

L 4644 *Lamp Posts, Horley Recreation Ground*

It was noted that L&C Installations Ltd had recently carried out minor repairs to the lamp posts in the park, all of which were now working, apart from the one closest to Vicarage Lane. All the lamp posts were showing signs of damage, mainly as a result of vandalism, and they all required replacement access covers. A quote for the outstanding work was awaited.

RESOLVED: noted.

L 4645 *Horley Bowling Club, Parking Requests*

Members considered a request from Horley Bowling Club to park beyond the park barrier on busy match days. The Club had additionally requested permission to park at the front of Horley Rec, alongside the railings. After some detailed discussion, the following was resolved:

RESOLVED:

- i) that parking by Horley Bowling Club be permitted adjacent to the tennis courts and along the opposite side of the main path, provided that ground conditions are favourable and the barrier manned at all times.***
- ii) that the parking of two rows of cars by the tennis courts be permitted.***
- iii) that the parking of cars adjacent to the front park railings be refused.***
- iv) that parking provision be reviewed during the café construction works.***
- v) that the Horley Bowling Club be informed of the Town Council's decisions.***

L 4646 Boot Camp Classes, Horley Recreation Ground

The Head of Leisure advised that the Town Council was aware that Boot Camp classes may start soon at Horley Rec, given the approaching lighter evenings. The situation was being monitored, as the organisers would be required to provide evidence of Public Liability Insurance and may be charged longer term.

RESOLVED: noted.

L 4647 Football at Court Lodge Fields

HTC officer Helen Mann advised members that the future operation of football bookings would need to change, for the Town Council to be fully compliant with VAT regulations. Regular teams would only be exempt from the VAT charge on pitch hire, if they played a minimum of ten matches with no more than two weeks between each fixture. This would apply to both adult and junior teams. Currently none of the adult contracted teams were meeting the two-week threshold and none of the junior teams were meeting the minimum number of matches threshold. Members agreed the importance of abiding by VAT rules.

RESOLVED: that final proposals for football pitch bookings be considered at the Finance Committee meeting on 30 April 2019.

L 4648 Emlyn Meadows

The Head of Leisure advised members that the resident from Rothervale had been advised of the Town Council's final decision not to sell a small parcel of land forming part of Emlyn Meadows, which the resident had sought to purchase for parking purposes. Nothing further had been heard from the resident concerned.

RESOLVED: noted.

L 4649 Church Meadows

The Head of Leisure advised that, following an application to the RHS, she had received four free packs of wild flower seed from the "Grow Wild" initiative. These were to be planted at Church Meadows by local Brownies.

RESOLVED: noted.

Allotments in Horley

L 4650 The Head of Leisure advised that the field gates at Langshott Allotments had been reinforced for security reasons and a new padlock put in place, the

- L 4650)** Borough Council being informed accordingly. Minor fencing repairs had also been carried out at Church Road Allotments.

RESOLVED: noted.

- L 4651** The Head of Leisure told members that a Borough Council Senior Planning Officer had advised that she had not yet been given formal confirmation of the location of the toilets at Westvale Park Allotments. A Reserved Matters planning application had been registered for the Neighbourhood Centre at Westvale Park, however there was no mention of the Southern Allotments. The Planning Officer had subsequently informed the Head of Leisure that the Southern Allotments would be coming forward within a separate future planning application, for which she would try to ascertain provisional timescales.

RESOLVED: noted.

- L 4652** **Future Ownership of Bolters Wood**

Members were reminded that the Town Council was exploring the possibility of taking ownership of Bolters Wood, an area of ancient woodland adjacent to Emlyn Meadows, forming part of Cheswick Farm. Cllr George told members he believed that the sale of Cheswick Farm to the Consortium had not yet taken place, due to a change in some of the participants in the Consortium.

RESOLVED: that the Town Council seek further information and the matter be considered at a future meeting.

- L 4653** **Horley Open Spaces Advisory Committee (HOSAC)**

It was noted that the next meeting of the HOSAC Committee was due to take place on 7 May.

RESOLVED: noted.

Horley Conservation Group (HCG)

- L 4654** Members were updated on recent activities. It was noted that there was to be a guided circular walk the following Sunday, which would include a litter pick.

RESOLVED: noted.

- L 4655** The Committee Chairman updated members on the AGM of HCG, which he had recently attended.

L 4655) *RESOLVED: noted.*

L 4656 Other Environment Matters

The Head of Leisure advised that the Gatwick Greenspace Partnership had a large number of volunteer tasks planned for Horley during the Summer months.

RESOLVED: noted.

L 4657 Q Garden

The Head of Leisure told members that a group of staff from Waitrose were keen to volunteer to help maintain and improve "Q Garden", the tiered flower bed at the junction of Russells Crescent and The Drive, which was currently looked after by a few local residents. A working party from Waitrose had subsequently helped clear and tidy the bed and it was hoped that Waitrose might provide some free plants. It was planned that the Waitrose staff would work at the site once a month and, as previously agreed, Burleys to remove the green waste generated at no extra cost.

RESOLVED: noted.

L 4658 Horley in Bloom (HIB) 2019

The Head of Leisure advised that the HIB Gardening and Photographic Competitions would be launched at the Town Meeting on 16 May. For the Photographic Competition, she planned to re-organise the categories and have one which featured animals and wildlife. As usual, judging would take place in July, with the Photographic Competition being judged in early September. The judging forms would also be reviewed and amended as necessary.

RESOLVED: noted.

Town Centre Precinct Works

L 4659 The Head of Leisure told members that the Horley Regeneration Manager had confirmed that it would be in order for hanging baskets to be hung and watered in the Precinct by early July. She had subsequently ordered the twelve baskets from Amethyst.

RESOLVED: noted.

L 4660 Members discussed proposals for a new notice board in the Precinct, to replace the aged boards in the town centre which were currently looked after by the Town Council. A proposed design was shown to members,

L 4660) which would be A0 size and would be double-sided. Signage being drawn up by the Wayfinding Group would match the notice board in colour and style. The cost of the board was £2,750 plus VAT. It had been proposed that if the Town Council was to fund half the cost, then Surrey County Council would fund the balance. The Town Council would have ownership of the board and would be responsible for any maintenance, longer term. After some discussion, the following was resolved:

RESOLVED:

- i) that the Town Council fund half the cost of the Notice Board (£1,375 plus VAT), subject to confirmation being received from the Regeneration Manager that HTC would have full control of the contents of the noticeboard. (Subsequently received.)***
- ii) that the Town Council fund the notice board costs from events income.***

L 4661 Horley Carnival, 15 June 2019 (“Moments in History”)

Members were updated on recent Carnival Meetings. It was noted that free skateboard and scooter workshops would be offered during the Carnival, run by the same company RBBC was using for its Easter Holiday workshops.

RESOLVED: noted.

L 4662 Horley Lions Charity Skittles Competition

Details of the Horley Lions Skittles competition had been received, due to take place at Horley Cricket Club during the week, 1–5 July.

RESOLVED: that the Town Council enter a team of eight players, at a cost of £36 per team.

L 4663 Diary Dates

RESOLVED: that forthcoming events be noted, in particular a Road Safety Residents Forum at Horley Infant School on 25 April, Town Meeting on 16 May and Annual Meeting on 21 May.

Prior to the close of the meeting, the Chairman thanked members and staff for their support throughout the Municipal Year.

Meeting closed at 9.05 pm Date of next meeting – 4 June 2019

**Notes of Monthly Grounds Maintenance Meeting with Burleys representatives, held on
Wednesday 20 March 2019 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 Fiona Stimpson HTC

Horley Rec: It was confirmed that the area behind the car park had now been completely cleared. Borrowing Approval for the loan for the Café build was imminent (received 22 March). Following the earlier site meeting, Tom agreed to provide the quotation for the playground reinstatement and re-siting and refurbishment of one bench. Weeds under the fitness equipment had been cleared and the area would again be treated with weedkiller. It was agreed to seek Chairmen's approval for the cost of the Bee Bed in the Ornamental Gardens (£824.60). An explanatory sign was to be installed and a photo shoot would be held once the work was complete. The existing plants in the circular bed being used would be re-planted elsewhere in the Ornamental Gardens. The new plants would be watered by Burleys once planted and then watered as necessary. The wild flower beds in the Memorial Gardens were to be rotovated and well-rotted manure would also be added. Tom confirmed that grass cutting was due to start w/c 25 March, subject to ground conditions being okay. A quotation for the Summer planting in the Memorial Gardens was awaited.

Court Lodge Playing Fields: The pitches had already been cut and a full cut would be done the following week. Pitch 3 was currently unplayable as half the pitch was very wet. It was noted that the last matches of the season were likely to be on 21 April.

Emlyn Meadows: Neil to check the area the following week regarding its suitability to be cut.

Michael Crescent Centenary Park: Would be cut if dry enough.

Church Meadows: Grass has been cut and perennial seeding to take place the following week. The triangular beds and Brownies beds would be prepared for the seeding of the annual mixes. The Brownies bed would be tidied up again immediately prior to the planting, planned to take place after Easter.

Langshott Allotments: Car park to be weedkilled as and when necessary.

Other Matters

Tom said that, to date there had no green waste to collect from from the "Q Garden" site. Carol said that the formal extension of the contract with Burleys until 31 December 2020 had been confirmed.

Date of next meeting: Wednesday 17th April 2019 at 3.00 pm