

HORLEY TOWN COUNCIL
Leisure & Amenities Committee

Minutes of a meeting of the above-named Committee held at the Albert Rooms,
Albert Road, Horley on Tuesday 12 July 2016 at 7.30 pm.

Present Councillors James Baker - Chairman
 J Baird
 K Etheridge
 J Hudson
 D Jackson
 A Kitajewski
 Samantha Marshall
 V Marshall
 H Randall
 F Stimpson

In Attendance A Jones (Town Clerk)
 C Fenton (Deputy Clerk)

L 3970 Apologies and Reasons for Absence

RESOLVED: that the apologies of Cllrs Banwait, George, Powell and Simon Marshall be accepted, for reasons as specified in the attendance register.

L 3971 Disclosable Pecuniary Interests and Non-Pecuniary Interests

No Declarations of Interest were received.

RESOLVED: noted.

L 3972 Public Forum

No members of the public were present.

RESOLVED: noted.

**L 3973 Approval of Minutes
Leisure and Amenities Committee, 24 May 2016**

The minutes of the above meeting of the Leisure and Amenities Committee were presented for confirmation by Committee members and signature by the Committee Chairman.

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

L 3974 Horley Churchyards

The Clerk advised that the last meeting of the Committee had been held on 1 June. Quotations were to be sought by St Bart's Church for the maintenance of the New Churchyard and some equipment had been purchased as a result of grant funding. The members' tour of the Churchyards was to take place at the end of September, date to be advised.

RESOLVED: noted.

L 3975 Grounds Maintenance Update

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

RESOLVED: noted.

L 3976 Areas Formerly maintained by Horley Town Council

Members discussed the maintenance of Borough Council owned areas in Horley, which were no longer maintained by the Town Council under Devolved Powers and were now managed by the Borough Council (Bay Close Open Space, Riverside Walk, Yattendon Recreation Ground and Riverside Garden Park). Concern was raised in particular about Riverside Walk, where no maintenance had been carried out this summer and Riverside Garden Park, where the grass had only been partly cut for the first time this year. Previous Borough Council specifications for these two areas had denoted three cuts per year, however this was unlikely to be carried out this year. Cllr Jackson told members that he had been in contact with Cllr Lynne Hack, the Borough Deputy Leader and had been advised that the specification for grass verge cutting had been reduced from six cuts to four.

RESOLVED: that the Borough Specifications for their open spaces in Horley be made available to Cllr Jackson, who will try to ascertain whether any changes have been made.

L 3977 Devolved Powers Agreement

The Clerk advised that the formal Agreement between the two Councils for Borough owned areas, which were still being maintained by the Town Council (Church Meadows and Town Centre Planting) was still awaited.

RESOLVED: noted.

Inspections and repairs

L 3978 ***RESOLVED: that receipt be noted of the Contractor's detailed weekly and daily visual playground inspection reports.***

L 3979 ***RESOLVED: that receipt be noted of the Contractor's monthly Grounds Inspections***

L 3980 **Safety Surfacing, Horley Rec Playground**

The Deputy Clerk advised that the area around the Wicksteed multi-play unit in the centre of the playground was still getting very muddy after any rainfall, making the equipment difficult to access.

RESOLVED: that site meetings be held to consider possible options for safety surfacing and additional drainage and the matter be re-considered at a future meeting.

L 3981 **Possible Provision of Café, Horley Recreation Ground**

Members were advised that a Working Group, comprising representatives of all Committees had been formed at the recent Full Council meeting, which would consider possible options for the proposed café.

RESOLVED: that the possible provision of a café at Horley Rec be considered at Full Council meetings henceforth.

L 3982 **Replacement Skate Park, Horley Recreation Ground**

The Clerk explained that, following the recent appointment of Bendcrete Leisure to design and build the new skate park, a User Group meeting was to be held at the Town Council Offices the following week to finalise plans.

RESOLVED: noted.

L 3983 **Reinstatement following Carnival, Horley Recreation Ground**

Members were advised that the cost of reinstatement work at the park, following the recent Carnival (£1,434 plus VAT) was to be paid for out of Carnival Committee funds.

RESOLVED: noted.

L 3984 **Visit by Funfair**

The Deputy Clerk told members that Beach's Funfair would be making a further visit to Horley from 14 – 16 October.

L 3984) **RESOLVED: noted.**

L 3985 **Refurbishment of War Memorial**

RESOLVED: that the quotation from the Contractor Asbit (£616 plus VAT) be approved. (Costs to be met from the Grounds budget.)

L 3986 **Junior Mini Pitches at Court Lodge Fields**

RESOLVED: that the quotation from Burleys to regularly over-mark a senior pitch to provide two 7 v 7 pitches (£880.93 plus VAT per annum) be approved.

Church Road and Langshott Allotments

L 3987 The Clerk advised that progress at the Langshott Allotments was slow regarding repairs to be carried out by Barratts prior to their departure from the site (fencing, field gates, stand pipes), as well as the completion of the toilet block. He added that regular site meetings were being held to address these matters.

RESOLVED: noted.

L 3988 **RESOLVED: that the request by the Horley Conservation Group (HCG) to have an additional small container at the Langshott site, for storage of tools, be approved in principle, subject to HCG submitting dimensions to the Town Council and the Group seeking information from the Borough Council regarding any planning issues which may apply.**

L 3989 Cllr Randall advised that the surface of the Church Road Allotments car park was still poor.

RESOLVED: noted.

L 3990 **Horley Conservation Group (HCG)**

Members were updated on recent HCG activities, details of which are appended.

RESOLVED: noted.

Environment Matters – Himalayan Balsam (HB)

L 3991 Cllr Baker updated members on further HB spraying. It was noted that HB plants growing on farmland on the opposite river bank from Church Meadows were to be pulled up by HCG and Gatwick Greenspace volunteers. Willow whips would possibly be planted there in the winter to

L 3991) help suppress the HB growth and stabilise the bank.

RESOLVED: noted.

L 3992 It was noted that the blockage in the Burstow Stream had now been cleared by Specialist Group International (details appended).

RESOLVED: noted.

L 3993 Horley Open Spaces Advisory Committee (HOSAC)

Members were updated on the meeting held earlier, when Cllr Baker had been appointed Committee Chairman. (Notes are appended).

RESOLVED: noted

L 3994 Horley in Bloom (HIB)

Members were updated on recent meetings, notes of which are appended.

RESOLVED: noted.

L 3995 South & South East in Bloom

Members were reminded that the judging of the Town Centre and Horley Recreation Ground was to take place the following day!

RESOLVED: noted.

L 3996 Horley Saturday Market

It was noted that there were ongoing problems caused by the siting of the recycling bins at the Factory Shop end of the car park. There had been a "near miss" the previous week when an elderly resident nearly stepped into the path of car, which was heading for the recycling bins and was oblivious to bollards which had been put out for reasons of safety.

RESOLVED: that the advice of the JETs Team be sought.

L 3997 Horley Carnival

Members were updated on the recent Carnival, which had been very successful, despite the ground being very wet, preventing the larger floats from entering the Recreation Ground. Next year's date had been set for 17 June.

RESOLVED: noted.

L 3998 Diary Dates

RESOLVED: that forthcoming events be noted, in particular the Henry Webber Memorial Service on 21 July.

Meeting closed at 8.38 pm

Date of next meeting – 6 September 2016

Notes of Monthly Grounds Maintenance Meeting with Burleys representatives, held on Wednesday 18 May 2016 at 3.00 pm in the Town Council Offices, 92 Albert Road, Horley

Present:	Alan Jones	HTC
	Carol Fenton	HTC
	Cllr Simon Marshall	HTC
	Zsolt Takacs	Burleys

Tree Matters: Alan advised that further quotations were being sought for the tree works at Horley Rec. It was noted that the tree in the playground had been felled. Zsolt advised that the tree stump next to the park barrier should have top soil added and the area seeded and it was agreed that Burleys carry out this work.

Horley Rec: It was noted that the recent visit by the funfair had generated some extra litter. Extra salvias were still awaited for the Memorial Gardens. The beds would be watered by Burleys until Amethyst took over in early June. Alan added that two Memorial Services were to be held in the Memorial Gardens on 3 & 21 July. Zsolt advised that weeding had been carried out in the Ornamental Gardens and the heathers re-planted. The shrub bed would be planted up with extra plants in the Autumn. Zsolt was reminded that the Carnival would be at the park on 18 June, with the funfair arriving on the Monday beforehand.

Court Lodge Playing Fields: The costs for converting Pitch 4 to a 9v9 pitch, with permanent goal posts, had been received and the go-ahead given for the work. The costs for regularly over-marking an adult pitch to provide two 7v7 pitches were still being investigated. The goal posts would be taken down this week and the renovations of the goal mouths carried out. Plugs would be supplied to make safe the goal post sockets.

Emlyn Meadows: Grass recently cut. A request was made for the grass to be cut as "medium" grass in future, rather than "rough" grass.

Michael Crescent Centenary Park: Nothing to report.

Church Meadows: The area for use by the Brownies had now been rotovated and the Himalayan Balsam was to be sprayed shortly.

Other Matters

The judging of South & South East in Bloom was due to take place on the morning of **Wednesday 13 July**, with Horley Town Centre, Horley Recreation Ground and Church Meadows being included.

Date of next meeting: Thursday 23 June at 3.00 pm

Notes of Monthly Grounds Maintenance Meetings with Burleys representatives, held on Wednesday 23 June and Monday 18 July 2016 at 3.00 pm in the Town Council Offices, 92 Albert Road, Horley

Present:	Alan Jones	HTC
	Carol Fenton	HTC
	Cllr Simon Marshall	HTC
	Zsolt Takacs	Burleys

Horley Rec: Zsolt was reminded about the two Memorial Services, due to be held in the Memorial Gardens on 3 & 21 July. A site visit was carried out to consider reinstatement works at the park, following the recent Carnival and associated inclement weather.

Court Lodge Playing Fields: It was anticipated that there would be a good take-up for the 9v9 pitch and usage of the 7v7 pitches would be monitored during the first year. Football was anticipated to start on the weekend of 6/7 August. The patio area to the rear of the Innes Pavilion required spraying to kill the weeds.

Emlyn Meadows: Grass now being cut as "medium" grass.

Michael Crescent Centenary Park: Nothing to report.

Church Meadows: Himalayan Balsam had been sprayed and the short grassed areas were now being cut shorter.

Other Matters

The judging of South & South East in Bloom was due to take place on the morning of **Wednesday 13 July**. Carol and Zsolt to visit all areas on 6 July.

The area alongside the railway line at Langshott Allotments required cutting back.

Update from South & South East in Bloom Judging

Zsolt was advised that the South East in Bloom judges had suggested that consideration be given to the removal of the rose beds in the Memorial Gardens. The possibility of introducing wild flower meadows in their place was considered and Zsolt advised that most of the costs (except the wild flower seed itself) could be offset against the cost of rose bed maintenance in the Grounds Maintenance Contract. Zsolt agreed to put forward plans, which could commence in early September subject to the agreement of Town Councillors and Alan agreed to inform the Horley Royal British Legion of the possible plans.

Date of next meeting: Monday 22 August at 3.00 pm

Horley Conservation Group - Summer 2016 Update

Since our last update the group has been busy carrying out scheduled tasks across the local area. Despite the particularly bad weather during the early summer our band of volunteers have managed to remain cheerful and positive. Tanyard Pond has received a good tidy up, local fields around Langshott and the Acres have been targeted for Ragwort pulling and various riverside locations have had visits from the group in order to clear invasive Himalayan Balsam.

The intention behind the Ragwort pulling activity was to try and protect cattle and horses that are or will be grazing those areas in the future. Ragwort is poisonous to cattle and horses and so pulling the entire plant (including roots) may provide lasting benefit. It goes without saying that pulling the plants is only really a practical option when plant numbers are low. Cutting at the early flower stage may reduce seed production but can stimulate the growth of sideshoots, resulting in more vigorous growth in the following year. Any cut or pulled plants should be removed and burnt.

Himalayan Balsam is a relative of the busy Lizzie, but reaches well over head height, and is a major weed problem, especially on riverbanks and waste land, but can also invade gardens. It grows rapidly and spreads quickly, smothering other vegetation as it goes. Each plant can produce up to 800 seeds. These are dispersed widely as the ripe seedpods shoot their seeds up to 7m (22ft) away.

The plant is spread by two principal means;

- The most widespread distribution tends to be by human means where individuals pass on seed to friends
- Once established in the catchment of a river the seeds, which can remain viable for two years, are transported further afield by water

The main method of **non-chemical control**, and usually the most appropriate, is pulling or cutting the plants before they flower and set seed. Our conservation group regularly organises 'balsam bashing' work parties to clear the weed from local areas and riverbanks.

Unfortunately our spring bat walk event had to be cancelled due to bad weather but this has been rescheduled for Friday September 16th at 6.45pm meeting at the Farmhouse Pub. Updated details will appear on the website www.horleyconservationgroup.co.uk as they become available.

In late June we were contacted by the Horley Tangent Club to ask if we could show them what Horley Conservation Group has been up to. Our Chairman met members of the club at Tanyard Pond and for a very pleasant hour we visited and discussed many of the areas HCG has worked in over the last 2 years. Many of the members have childhood memories of playing in the fields we walked through. There was some discussion of Tanyard Pond as a boating lake belonging to Langshott Manor, which it would be very interesting to know more about - have you any recollections of those times?

The walk was well received by the Tangent Club and it was a great opportunity to spread the word about the Horley Conservation Group. It was also a lovely reminder of all the work HCG has achieved since we started.

The group has also been busy seeking funding for various projects including a storage facility for tools. Watch this space for further details as we get them.

Details of autumn and winter activities will be published as soon as we have dates confirmed but in the meantime take a look at some pictures taken of the group at work during the early summer.







Burstow Stream Blockage, before the men started work



After completion of clear-up

HORLEY OPEN SPACES ADVISORY COMMITTEE
Minutes of a meeting held on Tuesday 12 July 2016 at 6pm.

Present: Cllr James Baker, Carol Fenton, Cllr Valerie Marshall, Cllr Kay Hammond, Cllr Henry Randall, Cathy Cooper, Cllr Samantha Marshall, Jan Spratt, Catherine Baart, Cllr Fiona Stimpson, Cllr Mike George.

To Appoint the Committee Chairman:

James Baker was proposed by Samantha and seconded by Fiona. There being no further nominations, James was duly elected.

Apologies for absence:

Cllr Simon Marshall, Kevin Lerwill.

Minutes of the previous meeting and matters arising:

The minutes of the meeting on 19 April 2016 were agreed and there were no matters arising.

Open Spaces:

Horley Recreation Ground

This is being restored after the damage at the carnival. Fiona reported that a missing post in the pergola area was removed when they cut the grass and left lying on the grass. The new lectern has already been put in place for the Henry Webber service on 21 July.

Church Meadows

The area of wildflowers planted by the Brownies is slowly improving.

Bay Close Open Space

The missing football net has not yet been replaced. Samantha reported that some young girls had been using the other one as a climbing frame, causing it to come unhooked in places. Cllr David Jackson has mended it with cable ties. Mike said it was not entirely necessary for football games to have nets, as long as the goalposts were there. The fencing protecting the adjoining building site is not preventing children from accessing the site – this will be reported to the Borough. The entrance sign has now been changed to reflect the ceasing of devolved powers.

Emlyn Meadows

Specialist Group International has now removed the tree trunk from the stream. On Sunday a resident was emptying grass cuttings from her mower near the stile. However, councillors present were unable to speak to her before she went indoors.

Yattendon Road Recreation Ground

No problems reported.

Michael Crescent Centenary Park

No problems reported.

Court Lodge Playing Fields/Riverside Walk

Mike reported that there is a trial biker riding there in the evenings but he has not been caught yet. The bike has no registration number and the rider does not wear a helmet. The police have been given addresses of possible owners but have done nothing yet.

There are some holes there that could cause an accident – these could have been caused by someone removing grass clumps in order to use a metal detector.

Mike reported that Riverside Walk is very overgrown and some of the vegetation is 8 feet high. Mike has asked David Jackson to continue pressuring Emanuel and Lynne Hack at the Borough about this. Some trees have fallen down in the wood. The footpath beside the rugby club is blocked by overgrown vegetation again.

Riverside Garden Park

Fiona has been complaining regularly to the Borough about the state of the footpath. The vegetation is overgrown in several places. There are ankle-high thistles in the picnic area which would put off picnickers and footballers. The grass is also very long. (Subsequently cut the following day.) James said that if the first grass cut is too late in the season then it encourages the weeds to grow. Kay said that there are a lot of complaints throughout Surrey due to the extremely wet June that has encouraged vegetation to grow. Jan said she has a friend in Redhill who has also been complaining about the state of her area. Carol has asked Emanuel if the specifications have changed since the end of devolved powers but he hasn't yet replied.

Fiona complained that her car is grounding due to the large pot-holes in the car-park – she will send photos to the Borough.

Fiona said the bins in RGP are not being emptied regularly enough and pointed out they should be emptied on a Friday to allow for the extra weekend litter. The full bins encourage foxes to go through them, which then makes more mess. Fiona displayed photos of the bins. James asked what could be done to change this. Mike suggested writing to Lynne Hack about the deterioration of the services. Samantha suggested making a Freedom of Information request for a copy of the service specifications of contract, if the Borough would not provide this willingly. Cathy said that fewer people use RGP since the changeover. Fiona said that the football/picnic area and the footpaths should be maintained properly.

Fiona reported that a hooded man had smashed someone's car window and she said there was broken glass in the car park. Cathy thinks that the culprit could be camping in RGP.

Horley in Bloom/Spring Competitions:

HIB has already been judged. The judging of SSEIB is tomorrow.

The photo competition doesn't close until the middle/end of August. We still need sponsorship for this event in order to buy the prizes. The judges will be Cllrs Alex Horwood and Surrinder Banwait, who are both professional / very competent photographers.

Himalayan Balsam action plan:

There have been two spraying sessions and several groups pulling out plants. James pointed out that the HB would return after just two seasons if we stop working on it. Fiona reported seeing several HB plants in RGP that she then removed.

Horley Conservation Group:

The group has been pulling ragwort, litter-picking and removing Himalayan Balsam. There is a lot of HB in the Burstow Stream in Lake Lane. HCG will be working in RGP on Saturday. The GGP is also working in Horley this week.

Kay has allocated some of her allowance towards tools and a container for the HCG. Jan asked if another storage container could be placed at the Langshott allotments – Carol will ask at the L & A committee if written or planning permission is needed. The original container was supplied by Barratts and this is used by the allotment holders. Mike said there might be a clause in the agreement with Barratts concerning containers.

Tanyard Meadow:

There was very little to report. The path has not yet been completed. The lack of progress by Barratts has been reported to the Borough.

Mike left at 7.16pm.

Wildflower Meadows:

Carol reported that the thistles have been destroyed.

Any other business:

Samantha had wanted to ask about the management of Lee Street burial ground but Emanuel was absent, so this will be brought up at the next meeting.

Fiona reported that the shrubs behind the taxi office in The Drive are overgrown.

Next meeting:

The next meeting will be held on Tuesday 6 September at 6pm, before L & A.

There being no further business the meeting closed at 7.20pm.

**Minutes of Horley in Bloom Advisory Committee Meeting
held on Tuesday 21 June 2016 at 6pm in the Albert Rooms**

Present	Cllr Mike George (in the chair) Cllr Valerie Marshall Cllr Simon Marshall Cllr Fiona Stimpson Jan Spratt Carol Fenton	Action
Appointment of Committee Chairman	Simon proposed Mike George for Chairman, seconded by Fiona and agreed. Mike then took over chairing the meeting.	
Minutes of last meeting and Matters Arising	The minutes of the meeting held on 5 April 2016 were agreed. The Deputy Mayor will attend the Awards' Evening instead of the Mayor, who has a very important engagement that he has to attend. David and Barbara Pay (former R&BBC Mayor) have asked if they could also attend, so they will be sent an invitation.	CF
Horley in Bloom and Photographic Competition	Judging will be on Monday 4 July at 9am. Simon and Mike are available to be judges. Jan has a hospital appointment, but will try to change it. Schools will be judged on Wednesday 6 July, subject to confirmation from the schools. Jack Chapman might be willing to be a judge. Richard Bethell and Jim Williamson were also suggested. David Powell might be available, subject to his Mayoral duties. James Baker, as Chairman of L & A, was also suggested. We would need two teams of judges, about eight people. Carol will contact everyone suggested. The Con Club has been booked for the lunch. We still have no sponsor for the photographic competition. Mike will put an application form on Facebook and Streetlife. Cllrs Surrinder Banwait and Alex Horwood will be the judges, as they are both professional photographers. The closing date is Friday 19 August.	CF MG
Awards' Evening	This has been booked for Friday 30 September but, as the Regent Hall has been taken over by another company, the bar might not be open. We might have to ask permission to bring in our own wine. Chef on the Road will be asked to do the catering again. Simon will be announcing the winners, as Mike is now Mayor and will be giving out the prizes.	CF
South & South East in Bloom	There may be a problem with the recreation ground, as some of the ground was churned up on Saturday by the carnival vehicles. We are hoping that it will have recovered before the judging on Wednesday 13 July. If we withdraw from the competition, we would be allocated less judging time. We will decide a few days beforehand. Carol has been consulting with Burley's about possibly widening the footpaths. Jan will give the presentation to the judges on Horley Conservation Group.	JS
Court Lodge in Colour	We have sponsorship from County Cllr Kay Hammond. Jim W and Richard B will be the judges.	
Next meeting	Tuesday 19 July at 6.30pm, before P & D. Mike thanked everyone for attending the meeting, which closed at 6.44pm.	