

L 4265 Tennis Courts, Horley Recreation Ground

The Deputy Clerk advised that further information had been received from the Lawn Tennis Association (LTA), suggesting that the overall cost of refurbishing the tennis courts was likely to be in excess of £100,000. She added that it had also been highlighted that the courts were currently undersized. After some discussion, the following was resolved:

RESOLVED: that, in the light of Leisure projects already planned, the matter be re-considered at a future date.

L 4266 Provision of Extra Seating at Horley Recreation Ground

The Deputy Clerk advised that metal benches, similar to those installed by the Town Council at other Recreation Grounds, could be purchased for the sum of £285 plus VAT.

RESOLVED:

- i) that the Town Council consider the purchase of two Earth Anchors Ranger benches, for the sum of £285 each plus VAT.***
- ii) that a site meeting be held to agree suitable locations.***

L 4267 Tree Surveys

The Deputy Clerk advised that County Tree Surgeons had carried out surveys at Horley Rec and Court Lodge Fields earlier in the day and the Surveyor hoped to complete the surveys at the remaining Town Council sites later in the week.

RESOLVED: noted.

L 4268 Horley Churchyards

Members were updated on the recently held meeting of the Churchyards Committee. It was noted that Rev Les Wells, the recently inducted Rector, would now be the Chairman of the Committee. Members were reminded that a letter had been received from the Privy Council Office, giving notice of a Representation made by the Secretary of State for Justice that burials be discontinued at St Bart's Old Churchyard. The Church was advised to seek assurance from the Borough Council that the same level of maintenance would be provided at St Bart's, as was offered at other Borough maintained Churchyards. It was noted that the next meeting of the Churchyards Committee was due to take place on 24th January 2018.

RESOLVED: noted.

L 4269 Grounds Maintenance Update

Members were updated on recent meetings with the Burleys Area Manager, notes of which are appended. It was noted that equipment failure at Burleys had led to delays with grass cutting, prompting complaints from some football teams. It was hoped that the pitches would be cut prior to the weekend's matches.

RESOLVED: noted.

L 4270 Playgrounds and Grounds Inspections and Repairs

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 visual playground inspection reports, as well as the monthly grounds reports.

L 4271 The Deputy Clerk updated members on the more significant repairs which had been carried out, which included the removal of the rotting pergola from the Ornamental Gardens for the sum of £350 plus VAT and the removal of the damaged table tennis table from Court Lodge Fields for the sum of £300 plus VAT.

RESOLVED: noted.

L 4272 New Skate Park, Horley Recreation Ground

The Deputy Clerk advised that a small opening ceremony and photo call with sponsors, (RBBC & SCC) had been arranged to take place on 17 November. All Town Councillors were welcome to attend.

RESOLVED: noted.

L 4273 Circus Wonderland

The Deputy Clerk read out a letter from the President of Horley Bowling Club, praising the recent visit by Circus Wonderland and suggesting that the Circus be permitted to return in 2018.

RESOLVED: that Circus Wonderland be given permission to perform at Horley Rec from 12 – 16 September 2018.

L 4274 Horley Lions Dog Show and Donkey Derby

The Deputy Clerk advised that, whilst there would not be a Donkey Derby in

- L 4274)** 2018, the Horley Lions had requested permission to hold the Dog Show and Family Fun Day on either 2 or 9 September 2018 (exact date to be confirmed).

RESOLVED; that permission be given for the events to take place.

- L 4275** Funfair at Horley Recreation Ground

RESOLVED: that, subject to there being no adverse weather conditions, Jimmy Beach be permitted to bring his funfair to Horley Recreation Ground for two weeks at Easter 2018, arriving on Monday 26 March 2018 and leaving on Monday 9 April 2018, for the agreed charge of £2,200.

- L 4276** Bonfire & Fireworks Display, 4 November 2017

The Deputy Clerk confirmed that a letter, detailing the Town Council's terms and conditions for the event had been agreed by the Horley Lions and a deposit of £200 had subsequently been received. (A copy of the letter is appended.)

RESOLVED: noted.

- L 4277** Replacement Playground at Court Lodge Fields

The Deputy Clerk showed members two un-named designs, which had been received from two playground manufacturers. Cllr George agreed to show the designs to staff and pupils at Manorfield School. It was noted that the Clerk and Deputy Clerk planned to meet with Peter Jones, the officer responsible for playgrounds at Reigate & Banstead Borough Council, to discuss the tender process in more detail.

RESOLVED: noted.

Church Road and Langshott Allotments

- L 4278** The Deputy Clerk advised that the Clerk would be in contact with Metro Bus, following drivers' use of the Langshott Allotments toilet for a two-month trial period, to agree the way forward. She added that no complaints had been received from either allotment holders or nearby residents.

RESOLVED: noted

- L 4279**

The Deputy Clerk advised that skips had been provided at both sites at a cost of £250 plus VAT per skip. (Skips provided by Britaniacrest Recycling.)

RESOLVED: that the costs be approved.

L 4280 It was noted that an inspection of Langshott Allotments had recently been carried out and several plot holders had been requested to improve the condition of their plots.

RESOLVED: noted.

L 4281 The Deputy Clerk advised that she had met earlier with the Burleys Contract Manager, to look at vegetation requiring clearance towards the rear of the Langshott Allotment site. As the work would require completion in November, it was agreed that the costs be approved by the Committee Chairman & Vice-Chairman.

RESOLVED: that the Committee Chairman & Vice-Chairman approve the cost of clearance work by Burleys at the Langshott Allotments (subsequently agreed at £1,439 plus VAT).

Tree Matters

L 4282 Members were advised that an Oak Tree adjacent to the football pitches at Court Lodge Fields had been crown reduced as a matter of urgency, following concerns about the condition of some of the larger branches.

RESOLVED: that the costs of £400 be ratified. (Work carried out by Heatherlands Tree Care.)

L 4283 The Deputy Clerk advised that a new Tree Officer was now in post at the Borough Council.

RESOLVED: noted.

L 4284 **Horley Open Spaces Advisory Committee (HOSAC)**

Members were updated on the meeting held on 12 September 2017, notes of which are appended.

RESOLVED: noted.

L 4285 **Horley Conservation Group (HCG)**

Members were updated on recent HCG activities, which had included further work at the Community Orchard at the Fieldings (The Acres). It was noted that the HCG Autumn Meeting was due to be held on 13 November.

RESOLVED: noted.

L 4286 Environment Matters

It was noted that a large number of fish had recently been found poisoned in the Gatwick Stream at Riverside Garden Park. The Environment Agency was investigating possible causes.

RESOLVED: noted.

L 4287 Horley in Bloom Awards Evening

It was noted that there had been record attendance at the event in September, with many compliments being received from those who had been there. Cllr Samantha Marshall suggested that the quantity of buffet food be reduced next year, as large amounts had been left over. The Deputy Clerk replied that she had already reviewed the amount which would be required from Twin Peaks Sandwich Bar for 2018.

RESOLVED: noted.

L 4288 South & South East in Bloom (SSEIB)

The Deputy Clerk updated members on the recent Awards Ceremony. She explained that, whilst being delighted to have retained Silver Gilt Awards for both the Town Centre and Horley Rec, it had been disappointing to note from the Judges that the Town Centre entry had lost valuable points, due to it "being let down by the overall appearance of the street scene, with the majority of the street furniture in need of considerable repair, making the Town Centre look un-loved." Members were reminded that the Town Centre Precinct was due for complete refurbishment in 2018, however no dates for the work were known at present.

RESOLVED: that, in the light of comments made by SSEIB Judges, there will be no participation by Horley Town Council in the South & South East in Bloom competition in 2018.

Seasonal Planting

L 4289 RESOLVED: that the quotation from Burleys for winter planting in the Memorial Gardens, for the total sum of £908.23, be approved.

L 4290 The Deputy Clerk advised that funding had been secured from County Cllr Kay Hammond's Members' Allocation for flower planters at Court Lodge and Horley Row, for the total sum of £1,922.75.

RESOLVED: noted.

L 4291 "Q Garden"

The Committee Chairman advised that he would be assisting with the maintenance of "Q Garden", the tiered flower bed at the junction of Russells Crescent and The Drive, along with volunteers from County Care Independent Living.

RESOLVED: noted.

L 4292 Horley Carnival, 16 June 2018

Cllr George updated members on attractions which had been booked for next year's Carnival, which included Paws for Thought (dog display team), Black Eagles (gymnastic display team), Owls about Town and Animatronic Animals.

RESOLVED: noted.

L 4293 Town Centre Christmas Tree

The Deputy Clerk advised that a tree would be selected for the town centre by Balcombe Estate and would be collected by Mitchells of Horley and erected in the town centre. Mitchells' charge would be £440 plus VAT, the same as in previous years.

RESOLVED: noted.

L 4294 Estimates & Precept 2018 / 2019

Members put forward recommendations, for consideration by the Finance & General Purposes Committee in November.

RESOLVED: noted.

L 4295 Letters Received

The Deputy Clerk advised receipt of correspondence from the Criminal Justice System, advising that a youth had pleaded guilty to possessing an imitation firearm in a public place and had been sentenced accordingly. The incident had taken place at Horley Rec and CCTV footage provided by the Town Council had assisted Surrey Police with the conviction.

RESOLVED: noted.

L 4296 Diary Dates

RESOLVED: that forthcoming events be noted including the Remembrance Programme in November and the Christmas Fayre on 2 December.

Meeting closed at 8.50 pm

Date of next meeting – 16 January 2018.

Notes of the Monthly Grounds Maintenance Meeting with Burleys representatives, held on Thursday 4 October 2017 at 3.00 pm in the Town Council Offices, 92 Albert Road, Horley

Present:	Carol Fenton	HTC
	Alan Jones	HTC
	Tom Hughes (Contract Manager) Burleys	
Apologies:	Cllr James Baker	HTC
	Cllr Simon Marshall	HTC

Horley Rec: Tom agreed to put forward designs for the winter planting in the Memorial Gardens. Alan pointed out that there were still some issues with uncut hedges and Tom said that his operatives would be meeting with the sub-contractors on site. Tom was updated on events, which would be happening in the park (Funfair, Bonfire & Firework Display) and Carol agreed to forward details of the Remembrance Programme to Tom. The Royal British Legion's plans for a Memorial Tree in the Memorial Gardens were discussed. It was noted that, following the Town Council's refusal to allow an oak tree to be planted, the RBL had suggested a Wild Cherry as a possibility, which Tom thought would be suitable.

Court Lodge Playing Fields: Tom advised that the areas to the front and rear of the Innes Pavilion should have been strimmed. It was noted that the goal posts required painting. It was agreed that Tom, Alan and Carol would meet on site with a representative from Playforce (a playground company affiliated with Burleys) to discuss ideas for a replacement playground at the site. Alan advised that a large oak tree near to the pitches was to be crown lifted.

Emlyn Meadows: Tom was requested to have the pedestrian entrances strimmed. Alan advised that tree surveys were to be carried out here and at all other Town Council owned sites.

Michael Crescent Centenary Park: No further issues.

Church Meadows: The wild flower areas were due to be cut down soon and those at Horley Rec would be cut down once the flowers had faded.

Other Matters : There appeared to be some confusion regarding the areas which required strimming at the Langshott Allotments. It was agreed that Tom and Carol would meet on site there to agree a schedule of work for the area towards the rear of the allotments.

Date of next meeting: Wednesday 8 November 2017 at 3.00 pm

HORLEY TOWN COUNCIL

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25 October 2017

Dear Peter

Bonfire & Fireworks Display - Saturday 4 November 2017 Horley Recreation Ground

Horley Town Council agrees that the above event may take place, free of charge, subject to the following conditions:

Liaison with Local Police and Fire Services

Please ensure that the local Police and Fire Services have been made aware of the date for the display so that they are able to provide cover on the night as may be required.

Bonfire – Position & Delivery of Material

The bonfire is to be built in exactly the same position as in previous years. Please take into account any last minute changes to weather conditions before lighting the bonfire. No bonfire material is to be delivered to the Recreation Ground before **Saturday 4 November**, as early deliveries have, in previous years, attracted fly tippers and impromptu bonfire lighting! Deliveries are to be taken to the bonfire site itself and are not to be left in the car park or in any other areas. Great care must be taken, especially if the ground is wet, not to damage the grass surfaces. Where possible, please keep vehicles to the edges of the grassed areas. We have in recent years had quite significant damage caused by tractors, for which we have been required to levy a charge on the event organisers, so we would request that their usage is very carefully monitored

Manning of Entrances/Exits

Please ensure that all entrances/exits are manned by Horley Lions stewards, particularly when large crowds are arriving at and leaving the Recreation Ground. We would strongly suggest that the main entrance into the Memorial Gardens (leading from the Brighton Road) is also manned, as this otherwise provides an easy free entry into the park and leads to people climbing onto the War Memorial to get a better view of the fireworks.

...Continued

Parking

Please ensure that the necessary parking restrictions are put in place. Every year a number of complaints are received from drivers who have difficulty driving near to the Recreation Ground. You may wish to contact the Manager of the Air Balloon Public House regarding the possible use of their car park.

Fireworks Safety Area

You may use the Ornamental Gardens as a Fireworks Safety Area, if suitable, however you need to be aware that the hedge surrounding the Gardens has been significantly opened up and no longer provides a continuous barrier. Also the rear boundary of the Ornamental Gardens is adjacent to the playground, so please ensure that this boundary is properly manned and secure. Please ensure that whatever area you use for the fireworks has a safety zone securely set up, with park entrances being shut as necessary. All firework debris must be cleared away as soon as possible after the event.

Clearance of Bonfire Site and Grounds Reinstatement

Members of the Horley Lions and other responsible groups must undertake to remove the remains of the fire from the site within one week of the event and, in particular, must remove the significant quantities of nails, screws and other metal objects, which may remain. (Some years our own contractor has had to carry out further clearance work as a large amount of nails etc still remained more than a week after the event, something for which we were required to levy a charge on the event organisers.) The area will also require re-seeding at an appropriate time, as will any areas of grass which may have been damaged by wheel tracks. Please ensure that steps are taken to eradicate any ruts from the fields. We will inspect the site towards the end of November and let you know whether any further work remains to be carried out.

Contingency Expenditure

As in previous years, the Town Council will require a deposit of **£200** to defray the cost of any unforeseen expenditure. Any balance will be returned to you by the end of the year.

Insurance and Indemnity

Finally, members wish to be assured that the Horley Lions has adequate Public Liability Insurance for the 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 its associated activities. A copy of your public liability insurance cover would be appreciated.

Access to the Recreation Ground is via the main entrance. A key to the barrier inside the main gate is available from the Town Council Offices.

Please let me know if you accept the Town Council's terms and conditions (by email will be fine).

Good luck with the event!

Yours sincerely



Carol Fenton, Deputy Clerk

HORLEY OPEN SPACES ADVISORY COMMITTEE
Minutes of a meeting held on Tuesday 12 September 2017 at 6pm.

Present: Cllr Simon Marshall, Cllr Valerie Marshall, Carol Fenton, Cathy Cooper, Cllr Mike George, Cllr Samantha Marshall, Cllr Fiona Stimpson, Jack Chapman (HCG), Cllr Henry Randall, Jan Spratt (HCG), Lee Wilcox (R&BBC Greenspaces Manager), Kevin Lerwill (GGP), Lewis Keen (HPS).

Apologies for absence:

Cllr David Powel (arrived later), County Cllr Kay Hammond.

The meeting was chaired by Cllr Simon Marshall in Cllr Powell's absence.

Minutes of the previous meeting and matters arising:

The minutes of the meeting held on 20 June 2017 were agreed. Samantha asked about the proposal to make the committee an official Outside Body of the Borough Council– Lee Wilcox will look into this.

Open Spaces:

Horley Recreation Ground

Fiona reported that the grass was not cut prior to the Dog Show/Donkey Derby, which went well, despite the weather. The hedge cuttings are still being put in the ditch.

Church Meadows

Henry reported no problems. Carol reported that there has been no follow-up from the EA yet regarding the river blockage – she will contact them. Carol said that the old wildflower areas will not be used next year, due to the large number of thistles. Lee said that some wildflowers do better in certain soil types.

Bay Close Open Space

No problems reported.

Emlyn Meadow

Again the EA has not yet cleared the river blockage. Samantha reported that the stone pathway entrance at Kingsley Road is covered in weeds, thus obscuring the stones.

Yattendon Road Recreation Ground

Lee reported that the R&BBC tree officer resigned about four weeks ago, so he does not know the current status of the dead tree.

Michael Crescent Centenary Park

Fiona reported that there is no gate into the park, so there is nothing to stop children running into the road. Carol said there is no money in the budget at the moment for a gate.

Court Lodge Playing Fields/Riverside Walk

We are having a tree surgeon to inspect the trees soon.

Mike said that someone dug a hole and roughly refilled it – this could have been done by someone using a metal detector.

In the woods the grass has grown over assorted rubbish, which would be hit by the mower when the grass is cut. Mike also reported someone cooking there.

There is a fox that is causing a nuisance, as it is being fed by some of the residents. It went into the school and was found in the staff room. Kevin said that it would continue to be a nuisance as long as people feed it. Jan suggested putting an article in the town newsletter urging people not to feed foxes.

Riverside Garden Park

Cathy reported that the grass had not been cut for a while, so she complained to Raven Housing. She said that they then cut the grass the following morning. Lee said that the grass has grown more this year due to the weather.

The car park surface has been redone but there is still an issue – Lee will look into this.

The new bench has not yet been purchased – Kevin reported that this will be done before Christmas.

The Himalayan Balsam seems to be under control at the moment.

Cathy reported that the rubbish bins were overflowing at the weekend, as they are not emptied during this period. She said that there was a child's pushchair in one of the bins for two weeks. She thinks that someone is fly-tipping into the bins. Mike said that the bins should be emptied as late as possible on Fridays. Lee will look into this.

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

All judging has been done except for the photographic competition.

The S&SEIB judging went well. The results will be announced on 20 September at Effingham Park Hotel.

Mike reported that one of the banners in the town centre is still advertising the previous sponsor.

Horley Conservation Group:

Kevin reported that there was a session at Tanyard Pond in August. There is more work needed there. The next session will be on 17 September.

Fruit trees will be delivered in time for the October session.

The next HCG meeting will be on 13 November at Trinity Oaks School.

Kevin needs volunteers to test the water quality in Horley.

Horley Piscatorial Society:

Lewis reported that Thomas Branch has stood down as secretary and has been replaced by Dave Kench. HPS is hoping to improve the river flow in Court Lodge.

There has been someone camping – he has now moved on but left his rubbish behind, so this has been cleared. Another tent appeared last week – Lewis will check if he has gone. Campers are usually given 24 hours' notice then reported to the police.

David Powell arrived 7.03pm.

Riverside Green Chain (The Acres/Westvale Park)

Work by Barratts is progressing slowly and is being closely monitored. Lee is hoping that the work will be completed before the wet weather. Bridges are being put in over the ditches.

Tanyard Barn is being used by the local pre-school for the coming year.

Carol mentioned that the Riverside Green Chain around Westvale Park should be worked on sooner rather than later, so that the area would be ready when residents move in – Lee will check on this.

Any other business:

Jack reported that Diana Walk badly needs attention. Lee will check the rota to see when it is due to be done.

Kevin mentioned that there will be two guided walks on 18 and 20 September.

Next meeting:

The next meeting was arranged for Tuesday 16 January 2018 at 6pm, before L & A.