

# 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 18 October 2022 at 7.30 pm

<b>Present</b>	Cllrs	Hannah Avery	Mike George**	Simon Marshall (Chairman)
		Jante Baird*	Jerry Hudson	David Powell
		James Baker	Helen Kitajewski*	Fiona Stimpson
		Jordan Beech	Robert Marr*	
		Andy Dye*	Samantha Marshall*	

\* Absent

\*\*In Attendance Remotely

**In Attendance**  
Joan Walsh (Town Clerk)  
Judy Morgan (Responsible Finance Officer)  
Helen Maan (Communications & Compliance Officer)  
Members of the Public (1)

### **L 5296 Apologies and Reasons for Absence**

***RESOLVED: that the apologies of Cllrs Jante Baird, Andy Dye, Helen Kitajewski, Robert Marr and Samantha Marshall, be accepted.***

### **L 5297 Disclosable Pecuniary Interests and Non-Pecuniary Interests**

No Declarations of Interest were raised.

***RESOLVED: noted.***

### **Public Forum**

**L 5298** A member of the Horley Pickleball Club was in attendance to ask the Committee if their request for 'pickleball lines' to be painted on second court at Horley Recreation Ground could be reconsidered by the Leisure Committee. The Chairman summarised the position in that one court had already been line-marked by the Town Council previously and a decision on this additional request from the club had been deferred in order to determine the overall usage of the courts over the summer months.

The club's spokesperson explained that at certain times of the day, there could be up to 10 players waiting to use the one pickleball court, even though the other two courts were often freed up and that Horley Leisure Centre was no longer available for the club to use as an alternative option. She added that from the former survey carried out by the club and submitted to HTC, they concluded that usage of the courts for tennis had not exceeded demand for other sports such as pickleball.

The Chairman thanked the speaker and invited comments from the Committee after proposing to suspend Standing Orders which was subsequently agreed. Having considered the matter further, the Members were in agreement that although preparing a second court for pickleball could be supported due to the sport's increasing popularity, that such additional expenditure could not be supported due to financial constraints but might be considered at some future stage and possibly in the next financial year.

***RESOLVED: That Standing Orders be suspended to enable the Committee to discuss item 10 (ii) from the agenda at this part of the meeting in relation to line-marking a second court at Horley Recreation Ground for pickleball.***

**L 5299**      ***RESOLVED: That the request to link-mark a second court for pickleball be reconsidered at a future stage, subject to funding being made available by the Town Council.***

**L 5300**      **Approval of Minutes - Leisure and Amenities Committee, held on 26<sup>th</sup> April 2022**

***RESOLVED: that the minutes of the above meeting of the Leisure & Amenities Committee, be approved.***

**Leisure Updates**

**L 5301**      **L5289 HTC Parks and Playgrounds Contractors**

The Town Clerk confirmed that the Committee's decision to reappoint Bennetts Ltd as the Town Council's Parks and Playgrounds Contractor for 2022/23 had been confirmed in writing.

***RESOLVED: noted.***

**L 5302**      **Precept 2023/2024**

The RFO was in attendance to discuss the Leisure Committee's existing budgets and financial requirements to inform the Town Council's annual budget and for the setting the Precept. She explained that she planned to apply to a 10% inflationary increase across all budgets in line with the anticipated CPI rate about to be published. She added that at the halfway mark in the current financial year, the Town Council remained on target at approximately 50% of the annual budget. She therefore did not envisage any changes required to separate Leisure budgets, apart from some minor adjustments to maintenance budgets to allow for extra unexpected expenditure, such as the allotment sites.

The Chairman reminded the Committee that the Grounds Maintenance Contract was due to expire in December 2023, after being extended twice and no further extensions could be granted. The tender process would follow shortly and preceded by the Expression of Interest exercise in the coming weeks. The RFO added that the financial impact would mean that a quarter of the new contract would fall into the 2023/24 Precept and this would need to be factored into the calculations.

The Town Clerk added that the Tree Surgery budget would need to be increased since the three-year tree survey at all sites would become due in 2023. Additionally, she suggested the Committee has a more generalised 'Community Events' budget to allow for all upcoming events to be hosted by the Town Council and increased accordingly. These measures were supported by the Members.

In terms of future projects, the Committee supported the recommendation to increase the Parks and Playground Earmarked Fund by a further 20k (Total: 40k) to support accessible play and fitness equipment at all sites so that children and young people of all abilities can use it safely and independently. Further discussions followed amongst the Committee to ensure that all financial requirements had been appropriately covered.

***RECOMMEND: that the following financial considerations be put forward for review by the Finance Committee:***

- (i) To consider anticipated increase in costs for the new Grounds Maintenance Contract, effective from January 2024.***
- (ii) To increase the Tree Surgery budget to £10,000 to encompass the three-year survey and remedial works required.***
- (iii) To rename the Horley in Bloom budget to 'Community Events' budget and increase to cover upcoming events.***

**(iv) To allocate 20k to the Parks & Playground Earmarked Fund to support the Town Council's Accessible Play and Fitness Equipment project.**

**L 5303 Horley Churchyards**

The Town Clerk reported that the last meeting was held on 5 October 2022 and the agenda and previous minutes had been circulated to Members, for information. The Churchyard maintenance updates were somewhat limited as no idverde representatives were in attendance. However, it was reported that grass cutting of the Old Churchyard had been kept up-to-date by RBBC along with helpful volunteering work by County Care Volunteers (led by Cllr James Baker). The Town Clerk added that the Church would be conducting their Ground Maintenance tender shortly and she had advised representatives to consider extending it for a longer term from one year to three years in order to secure a more comparable deal.

She added that the Churchyard Walk held on 5 September 2022 had been well attended by HTC Members and they had enjoyed the tour.

**RESOLVED: noted**

**L 5304 HTC Grounds Maintenance & Security**

The Chairman and Leisure & Facilities Officer updated the Committee on their recent meeting with the idverde Contracts Manager, in charge of Town Council sites and the meetings notes had been previously circulated. It was noted that good improvements had been made by the contractor with routine grounds maintenance works overall and regular update meetings were in place to keep the Council informed along with interim reports submitted on works carried out. It was, however, pointed out that hedge cutting appeared to have fallen behind at some sites and this would be followed up.

**RESOLVED: noted.**

**L 5305 Members' Inspection of Horley Town Council Grounds**

The Chairman asked the Members to consider resuming routine inspections of parks and open spaces which were suspended during the pandemic and this was agreed. Any issues of concern would be reported to the HTC office to follow up as necessary.

**RESOLVED: that the following arrangements for Members' inspection of Town Council parks and open spaces be resumed with immediate effect:**

**Michael Crescent: Cllr David Powell**

**Court Lodge Fields: Cllr Mike George**

**Horley Recreation Ground and Emlyn Meadows: Cllr Simon Marshall**

**Church Meadows: Cllr James Baker**

**L 5306 Graffiti Removal at the Skatepark**

The Communications Officer reported that graffiti on the skatepark was considerable and some was unremovable. Although quotations had been sourced from specialist contractors, the Members expressed concern about the expenditure, especially if the problem could recur but conceded that offensive graffiti must be removed. Cllr Baker suggested that this might present an opportunity to seek local community engagement with artwork from a local graffiti artist to paint a design around the edge of the skatepark and this would be followed up.

**L 5306)** ***RESOLVED: that Town Council Officers investigate the possibility of commissioning a local graffiti artist to do some artwork with a wrap around the skate park and to seek comparable quotes for removing offensive graffiti by specialist contractors.***

**L 5307** **HTC Leisure & Recreational Projects in the Community**

The Town Clerk reminded the Committee on previous discussions held about replacing the ageing height barrier at Court Lodge. The Members were in agreement that the matter should be followed up as a priority to ensure the site and car park would be kept secure. Quotations would therefore be sourced for further consideration.

***RESOLVED: that Town Council Officers acquire comparable quotations for replacement of the ageing height barrier at Court Lodge fields.***

**L 5306** **Tennis Coaching – Horley Recreation Ground**

The Leisure & Facilities Officer gave an update on the viability of permitting free tennis coaching at the Horley Recreation Ground tennis courts. The ‘Tennis for Free’ charity and the coaches from Horley Tennis Club would be taking the matter forward. The Members were supportive of any such sports initiatives that could offer free tennis coaching for direct community benefit. As such, tennis lessons being offered by commercial operators and made chargeable, could not be supported should further requests of this nature be received by the Town Council.

***RESOLVED: that further updates on the ‘Tennis for Free’ scheme being made available at Horley Recreation Ground, be reported on receipt.***

**L 5307** ***RESOLVED: that requests made by commercial operators to provide chargeable tennis coaching at Horley Recreation Ground tennis courts, be declined by the Town Council on the basis that the courts are provided for public use and free of charge.***

**L 5308** **Community Events in Horley**

**Horley in Bloom & Photographic Competitions**

Cllr George gave an informative update on the popular gardening and photographic competitions, following the awards ceremony held on 30 September 2022 which had been well attended. It was noted that the change of venue at Horley Baptist Church facilitated the ceremony very well and set the scene for the awards ceremony perfectly. On behalf of the HIB Working Group, Cllr George extended a note of thanks to all Members and Officers who supported the event in all the extensive preparations, judging and on the night which had led to its great success for another year.

***RESOLVED: noted.***

**L 5309** **Horley Carnival**

Cllr George reported that despite the great success of Horley Carnival, the Committee recorded an overall loss and may have to increase pitch fees for next year, the date for which had been set for 17 June 2023.

***RESOLVED: noted.***

**L 5310** **Other Events at Horley Recreation Ground**

The Leisure & Facilities Officer reported that the Horley Lions Dog Show has been rescheduled for 14 May 2023 and the regular Funfair had also made a booking for Easter 2023.

**L 5310)            *RESOLVED: noted.***

**L 5311            *Playgrounds and Grounds Inspections***

The Leisure & Facilities Officer reported that the climbing nets in the playground at Horley Recreation Ground had been replaced. She added that the inspection reports received from the parks contractor indicated that repairs to wooden fencing around play areas at all Council sites were on the increase due to ageing structures and the situation was therefore being closely monitored.

***RESOLVED: noted.***

***Allotments in Horley***

**L 5312            *Request from Langshott Allotment Tenants Association (LATA)***

The Committee was asked to consider a request from LATA to build a wooden shelter at the Langshott site, for which a design and build diagram and size dimensions had been provided along with a full risk assessment. The shelter would give protection to allotment holders in inclement weather and would be well utilised for other practical purposes. The Members were in agreement to support the proposal.

***RESOLVED: that the request from LATA to build a wooden shelter at the Langshott site in line with the design and build specification provided, be granted and the association be informed accordingly with a caveat that they undertake responsibility for maintenance and safety of the structure post build.***

**L 5313            *RESOLVED: that expenditure to provide a skip at both allotment sites at Langshott and Church Road, in the total sum of £710 plus VAT, be approved.***

***Outside Bodies***

**L 5314            *Gatwick Greenspace Partnership (GGP)***

The Committee received an update on the contents of the GGP meeting held a day earlier, which included three short presentations on the work of the partnership over the preceding 6 months. The Town Clerk added that amongst these reports, GGP had featured their attendance at the recent HTC Environment Sub-Committee meeting at the Council Offices to provide guidance on tree planting in Horley with information from the Sussex Wildlife Trust. Cllr George further updated members on some financial constraints placed on GGP which may result in higher subscriptions being made to funding bodies next year. The Town Council would be kept informed.

***RESOLVED: noted.***

**L 5315            *Horley Open Spaces Advisory Committee (HOSAC)***

At the Chairman's direction, it was agreed to reconvene meetings of the Horley Open Spaces Advisory Committee (HOSAC) with the first meeting to precede the Leisure Committee meeting on 24 January 2023, starting at 6.30 pm.

***RESOLVED: that meetings of the Horley Open Spaces Advisory Committee (HOSAC) resume with the first meeting to convene on 4 January 2023, at 6pm, in a hybrid format.***

**L 5316            *Town Centre Carol Service & Christmas Tree***

The Communications Officer updated the Members on the Councillor Hospitality event at Regent House on 10 December 2022 which would immediately follow the morning Town Centre Carol Service. The Christmas tree had also been ordered for the town centre with

collection and installation arranged with the Town Council's ground maintenance contractor.

**RESOLVED: noted.**

**L 5317**

**Diary Dates**

***RBL Remembrance Services Programme 2022:***

***Rededication at Horley Memorial Gardens - 9 November 2022, 11am***

***National 2 Minutes Silence, Horley High Street Precinct - 11 November 2022, 11am***

***Remembrance Sunday Service, Horley Memorial Gardens - 13 November 2022, 10.45 am***

**Planning Meeting: 25 October 2022, 7.30 pm**

**RESOLVED: noted.**

**L 5318**

**'Café in the Park'**

**CONFIDENTIAL**

The Chairman conveyed some feedback concerning the opening and closing times of the Café which had been forwarded on to him. The Members discussed the current operational arrangements at the Café based on the recent feedback received.

**RESOLVED: noted.**

**Meeting closed at 20:50 hrs**

**Date of next Meeting: 24 January 2023**