



# **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 21 January at 7.30pm**

<b>Present</b>	Cllrs	Hannah Avery	Lynne Burnham*	Samantha Marshall
		Jante Baird	Emma Fagan	Martin Saunders
		James Baker*	Cec Hughes*	Tom Turner**
		Jordan Beech*	Robert Marr	Steve Wotton
*Absent	**In Attendance Remotely			

**In Attendance** Sam Adeniji (Assistant Town Clerk & RFO)  
Helen Maan (Leisure & Facilities Officer)

### **L 5514 Apologies and Reasons for Absence**

**RESOLVED: that the apologies of Cllrs Baker, Beech and Hughes be accepted. Cllr George was in attendance remotely as a Non-Committee Member.**

### **L 5515 Disclosable Pecuniary Interests and Non-Pecuniary Interests**

Cllr Marr declared a non-pecuniary interest in **Item 7 - Seasonal Planting 2025 (L5519)** – as his spouse is an employee of Raven Housing Trust.

**RESOLVED: noted.**

### **L 5516 Approval of Minutes - Leisure and Amenities Committee, held on 15 October 2024**

**RESOLVED: That the minutes of the Leisure & Amenities Committee meeting held on 15 October 2024, be approved.**

### **L 5517 Leisure Updates**

**L5496 Replacement of Container at Church Road Allotments:** It was noted that a written proposal had not been received from Horley Lions Club in regard to a replacement container. Recent testing of materials had identified a lower-risk type of asbestos to be present in the main structure of the building. A risk management plan had been devised and the club will ensure they are compliant with the plan.

**L5507 Christmas Tree Installation:** The Christmas tree installation had been successful and it is due to be removed on 22 January 2025.

**L5513 Drainage Alleviation:** The drainage alleviation project at Horley Recreation Ground had been delayed and the contractors advised that they would not be able to begin work until April due to the wet ground conditions.

**RESOLVED: noted.**

**L 5518 Horley Churchyards**

Cllr George reported that the Borough Council and idverde had advised St Bart's Church about the works programme for the coming summer. Concerns had been raised about the hedge cutting only taking place once, late in the year, with the potential to impact the pavement in Church Road. The Church will investigate further. A Quinquennial Review has been completed and included some comments on trees with a recommendation that ivy be removed from one tree. The Borough Council advised that they are not responsible for the tree which is located in the Old Churchyard but the Church intends to challenge this point. St Bart's also currently benefits from VAT exemption as a place of worship which it is thought may potentially be withdrawn.

The topic of wildflower planting was also raised, noting that the second summer planting in 2025 would be along the rear hedge line.

Additionally, the Chair referred to correspondence received from the Church Secretary regarding the Councillors' Annual Churchyard Walk, to see if attendance could be increased if moved to a different day and the Leisure Officer agreed to follow up to check on preferences.

**RESOLVED: noted.**

**Seasonal Planting 2025**

**L 5519 Funding Applications for planters in West Horley:**

The Leisure Officer reported that an update regarding funding applications to the **SCC YFS Small Community Projects** fund had been provided. Surrey County Cllr, Andy Lynch had indicated his support for an application, however renewal of the scheme for the new financial year had yet to be formally announced. Members agreed to proceed with a request for the new planters in principle, noting that the Council may potentially have to cover the cost. Alternative funding sources, such as Raven Housing Trust, was also discussed and may be followed up.

**RESOLVED: noted.**

**L 5520** Members were asked to approve expenditure of up to £8,500 plus VAT to provide hanging baskets and summer planters in the town centre. Even though, alternative providers were looked into, the timings did not coincide with planting this year. The quality and appearance of floral displays by the current provider were consistently good, although this may be reviewed in future years.

**RESOLVED: that expenditure to provide hanging baskets and summer planters in the town centre, in an amount not exceeding £8,500 plus VAT, be approved.**

**L 5521** The Leisure Officer gave a report on other seasonal planting with a quotation acquired to replicate the 3 wildflower areas planted last year, in the sum of £1,117.35 plus VAT. It was also proposed to extend the wildflower planting at Horley Recreation Ground and figures indicated an additional cost of approximately £1,500 for planting an area at the Vicarage Lane entrance. There were differing views on whether or not this would be beneficial and an alternative proposal was made to carry out planting

along the side of the car park. After some discussion, it was agreed that the matter be taken at the next meeting of the Environment Working Group (EWG) to review and further consideration to be given at the next Committee meeting.

**RESOLVED: noted.**

#### **L 5522 HTC Grounds Maintenance and Security**

The Leisure Officer reported that she had met the new grounds supervisor and operative at idverde and arranged a tour all Town Council sites. Discussions had also been held about inadequate litter collections, especially prior to the Remembrance Sunday Parade and Service at Horley Recreation Ground. It was further noted that there were some issues over the Christmas period with the dog waste bins not being collected at Emily Meadows but the situation had since improved.

Additionally, it was reported that the height barrier at Horley Recreation Ground had been left open for long periods of time and the Leisure Officer passed on a reminder to keyholders for it to be closed after entering the car park.

**RESOLVED: noted.**

#### **L 5523 Community Events in Horley**

The Leisure Officer gave an update on upcoming events at Horley Recreation Ground by private operators, including the funfair and circus. The popular dog show by the Horley Lions Club would be held on 8 September and the bonfire night on 1 November 2025 had been confirmed.

**RESOLVED: noted.**

#### **L 5524 Community Projects Update**

The Leisure Officer reported that £96k of funding had been secured from Surrey County Council's **Your Fund Surrey Small Community Projects** Fund for the following projects:

- Resurfacing around the Innes Pavilion at Court Lodge
- Enhanced Pathway Lighting to the Bowls Club
- New and Refurbished Pathways at Horley Recreation Ground
- Introduction of new bike rack near the Horley Recreation Ground skatepark
- Siting of 2 new defibrillators, one at the Café and one at the Council Offices
- New Outdoor Gym Equipment at Horley Recreation Ground

**RESOLVED: noted.**

#### **L 5525 Use of HTC Community Buildings, Parks and Outdoor Spaces**

The Leisure Officer reported that the Council had been contacted by a utility company for permission to use the Horley Recreation Ground car park for storage of spoil (recyclable waste) so that the works would not necessitate temporary road closures in the area. The works involve gas mains replacement on Parkway, due to begin June, for approximately two weeks. She said that their request to use the car

park spaces was declined but may consider another location at the park for the works to be done and advised that they must not coincide with planned events or cause any undue disruption to the park.

**RESOLVED: noted.**

**L 5526 Compliance and Regulatory**

The Leisure Officer reported that the annual RoSPA inspections at Town Council playgrounds are due to be carried out in February, that contractors have been in touch about repainting equipment and that plumbing works had been carried out at The Innes Sports Pavilion.

**RESOLVED: noted.**

**L 5527 Outside Bodies**

Cllr George reported that Charlwood Parish Council is expected to join Gatwick Greenspace Partnership (GGP) but Mole Valley District Council had withdrawn its membership which may result in budgetary constraints for GGP.

The Leisure Committee Chairman also reported that the Horley Conservation Group (HCG) is currently covered for insurance under GGP, although enquiries for a policy were underway.

**RESOLVED: noted**

**L 5528 Allotments in Horley**

The Leisure Officer reported that replacement fence panels had been fitted at the Langshott allotments, following storm damage.

There had also been requests from plot holders for trees on the railway boundary lines to be cut back and reduced in height. Network Rail investigated this and later advised that they would not undertake any works as there was no evidence of any safety issues under their direct responsibility. The Leisure Officer advised a quote of £2,400 was received for work relating to cutting the tree back to the boundary line, should the Town Council decide to undertake the works and this may be considered at a future stage, subject to available budgets.

It was further noted that some of the plots are not as productive due to the overshadowing of some trees and the Leisure Officer agreed to follow up for further clarification.

**RESOLVED: noted.**

**L 5529 Communications Received**

<b>From</b>	<b>Subject</b>	<b>Action/Comments</b>
Relative of former Cllr Howard Easterbrook	Request for HTC to consider placing a memorial bench in his name in the Recreation Ground.	Noted and to be referred to Full Council for consideration.

Clerk to Salfords &  
Sidlow Parish  
Council

Removal of bin from bus stop near  
Chestnut Road

Cllr Avery to investigate in her  
capacity as a Borough  
Councillor.

**RESOLVED: noted**

**L 5530 Diary Dates**

- 28 January 2025, 7.30 pm - Full Council Meeting
- 4 February 2025 6.00 pm – Horley Town Management Group (HTMG)

**RESOLVED: noted.**

**L 5531 SCC YFS Small Community Projects Fund – Defibrillator Installations**

**CONFIDENTIAL**

The defibrillator installation project report was reviewed by the Committee and recommendations were made for Full Council approval at the next meeting due to be held on 18 March 2025.

**RESOLVED: noted.**

**L5532 SCC Your Fund Surrey – Small Community Projects Fund – Bike Rack Installation**

**CONFIDENTIAL**

The Bike Rack installation project report was reviewed by the Committee and recommendations were made for Full Council approval at the next meeting due to be held on 18 March 2025.

**RESOLVED: noted.**

**Meeting closed at 20:52**

**Date of Next Meeting: 22 April 2025**