

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 4 June 2019 at 7.30 pm.

Present Councillors Simon Marshall - Chairman
 Jante Baird
 Mike George
 Jerry Hudson
 Helen Kitajewski
 Robert Marr
 Samantha Marshall
 Valerie Marshall
 David Powell
 Mike Robinson
 Fiona Stimpson

In Attendance C Fenton (Head of Leisure & Deputy Clerk)
 J Walsh (Town Clerk)

 Cllr Martin Saunders
 RBBC Sports Development Officer
 Horley Lawn Tennis Club Representative

L 4664 Election of Committee Chairman (Cllr Powell in the Chair)

Cllr Fiona Stimpson proposed and Cllr Mike Robinson seconded that Cllr Simon Marshall be nominated as Committee Chairman. There were no further nominations for the post.

RESOLVED: that Cllr Simon Marshall be elected Chairman of the Leisure & Amenities Committee for the Municipal Year 2019/2020.

L 4665 Election of Committee Vice-Chairman

Cllr Samantha Marshall proposed and Cllr Mike Robinson seconded that Cllr Fiona Stimpson be nominated as Committee Vice-Chairman. There were no further nominations for the post.

RESOLVED: that Cllr Fiona Stimpson be elected Vice-Chairman of the Leisure & Amenities Committee for the Municipal Year 2019/2020.

L 4666 Apologies and Reasons for Absence

RESOLVED: that the apologies of Cllrs Chandler and Kumar be accepted, for reasons as specified in the attendance register.

L 4667 Disclosable Pecuniary Interests and Non-Pecuniary Interests

There were no Declarations of Interest, in relation to any items included on this agenda.

RESOLVED: noted.

L 4668 Public Forum

The Borough Council's Sports Development Officer and a representative from the Horley Lawn Tennis Club addressed members about possible plans to run free tennis coaching sessions at Horley Recreation Ground, as part of the RBBC Holiday Activities Scheme ("Be Sporty" weeks). The Lawn Tennis Club was also keen to increase the level of interest in tennis in the local area by offering tennis sessions such as Parent & Child coaching at the Courts. The Club was prepared to work with the courts in their current condition. Members expressed their support for these initiatives and suggested that the Tennis Club contact the relevant HTC Officer about information and material, which the Club could display on the Town Council website and in the e newsletter.

RESOLVED: noted.

**L 4669 Approval of Minutes
Leisure and Amenities Committee, 9 April 2019**

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

L 4670 Appointments to Sub-Committees and Outside Bodies

RESOLVED: that the appointments be approved (Details are appended to the minutes of the Annual Meeting held on 21 May 2019.)

"Little Libraries"

L 4671 The Head of Leisure advised members that the Oakwood School Art Club would be unable to decorate the "Little Library", donated free of charge by RBBC, due to being involved in other projects. The Horley Society of Artists, who regularly met at the Albert Rooms, had now expressed an interest in decorating the Library, which was to be sited in the Horley Rec Café, once open.

RESOLVED: noted.

Outside Bodies

- L 4672** Members were updated on the last meeting of the Horley RBL Committee, which had been attended by Cllr Powell. It was noted that there had been no further updates, regarding the WW1 Commemorative Bench, being donated to the Horley RBL by an anonymous benefactor, which the Town Council had suggested being sited in the Memorial Gardens.

RESOLVED: noted.

- L 4673** ***RESOLVED: that payment of the Town Council's contribution of £2,250.26 to the Gatwick Greenspace Partnership be approved.***

- L 4674** **Horley Churchyards**

Members were updated on the April meeting of the Churchyards Committee, minutes of which are appended.

RESOLVED: noted.

- L 4675** **Grounds Maintenance Update**

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

RESOLVED: noted.

- L 4676** **Playgrounds and Grounds Inspections and Repairs**

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

RESOLVED: noted.

- L 4677** **Painting of Playground Equipment**

RESOLVED

- i) that the Financial Regulation requiring the seeking of three quotations be waived, due to the work being an extension of the regular playground repair work carried out by Bennetts.***
- ii) that the quotation from Bennetts of £2,640 plus VAT to paint the playground equipment in the Horley Rec and Michael Crescent Playgrounds be approved, the Earmarked Fund for Playgrounds to be used to fund the work.***

L 4678 Youth Services in Horley

It was noted that the SCC Children's Transformation Team was looking at how the Horley Young People's Centre might be also be used as the site for the new Family Centre.

RESOLVED: noted.

L 4679 Weekly Inspections of Recreation Grounds by Members

RESOLVED: that the rota be agreed as follows:

Bay Close & Emlyn Meadows – Cllrs Samantha & Valerie Marshall

Church Meadows – Cllr Stimpson

Horley Rec – Cllr Simon Marshall

Yattendon Road Rec – Cllr Robinson

Michael Crescent Centenary Park – Cllr Robinson

Court Lodge Fields & Riverside Walk – Cllr George

Riverside Garden Park – Cllr Stimpson

L 4680 Members' Tours of Recreation Grounds

It was explained that tours of the Open Spaces in Horley were usually arranged for members at the start of each new Council Administration. It was agreed that these take place on Monday evenings, on dates to be arranged. Cllr Samantha Marshall offered to accompany members to the sites, if they were unable to attend on the planned dates.

RESOLVED: that a tour of Horley Recreation Ground take place at 6.30 pm on Monday 17 June 2019.

L 4681 "Bee Bed", Horley Recreation Ground

The Head of Leisure explained that there had been some concern regarding the delay in planting up the Bee Bed with plants to encourage bees, butterflies etc. Burleys had given a written assurance that the bed would continue to be watered as necessary and that any plants which failed during the Summer season would be replaced.

RESOLVED: noted.

L 4682 Replacement Safety Surfacing in Horley Rec Playground

It was noted that Burleys had finally completed the reinstatement work to the grassed areas in the playground to a good standard. They had given assurance that the areas would continue to be watered as necessary and over-seeded as required.

L 4683 ***RESOLVED: noted.***

L 4684 **Tennis Coaching, Horley Recreation Ground**

Members considered the earlier presentation given by the RBBC Sports Development Officer and a representative of the Horley Lawn Tennis Club. After some discussion, the following was resolved.

RESOLVED:

- i) that the request to use the tennis courts at Horley Recreation Ground for free tennis coaching be approved.***
- ii) that Parent & Child Coaching Sessions take place on Sunday 11 & Tuesday 27 August.***

L 4685 **Tree Works in Ornamental Gardens**

The Head of Leisure advised that urgent work had been carried out to two Willow trees in the Ornamental Gardens on safety grounds, following a large limb falling from one of the trees.

RESOLVED: that payment of £450 plus VAT to Heatherlands Tree Care for work carried out be ratified.

L 4686 **Damage to Floodlights in Memorial Gardens**

It was noted that the floodlights in the Memorial Gardens had recently been damaged and had been replaced by Bennetts, as part of their regular Repairs Programme, at a cost of £240 plus VAT.

RESOLVED: that the cost of the replacement floodlights be approved.

L 4687 **“Total Bounceout”, Horley Recreation Ground**

Members reviewed the recent event, which had been well received and had caused no damage to the park.

RESOLVED: noted.

L 4688 **Lamp Posts, Horley Recreation Ground**

The Head of Leisure reported that the electrician from L&C Installations Ltd was still seeking final quotations for a replacement lamp post head for the lamp post closest to Vicarage Lane, which was still not working, along with other repairs required for the other lights in the park.

RESOLVED: noted; that a quotation be sought for the longer-term replacement of the park lamp posts.

L 4689 Village Green between Arne Grove and Landen Park

It was explained to members that local residents had recently been granted Village Green Status for an area of land between Arne Grove and Landen Park and, whilst the land was still in the ownership of the developer, the residents would now be responsible for the grounds maintenance of the area and would need to formally set up a Residents' Association. It had been suggested to them that they approach the Town Council for help and guidance to get the site initially cleared and into a manageable state. The Committee Chairman had visited the site with the Burleys Contract Manager and Burleys had subsequently provided a quotation of £1,946 plus VAT for this initial work. It was noted that the Residents had yet to set up the formal Residents' Association and therefore did not have a bank account. Cllr George added that this was private land and members were adamant that the Town Council would not take on the long-term maintenance of the area. After further discussion the following was resolved:

RESOLVED: that a grant application form for the HTC Grant Scheme be sent to the residents concerned, along with the quotation from Burleys.

Allotments in Horley

L 4690 The Head of Leisure advised that the container provided by RBBC, for use by the Horley Conservation Group had now been delivered to the Langshott Allotment site. The Conservation Group had been given two sets of site keys and had been advised to keep the site gates closed at all times and locked when leaving the site.

RESOLVED: noted.

L 4691 It was noted that there had recently been issues with unauthorised vehicles entering the Langshott Allotment site and allotment holders had been told to keep the site gates closed and preferably locked at all times. Additional security patrols had also been put in place to monitor the situation.

RESOLVED: noted.

L 4692 The Head of Leisure told members that a Steward had now been appointed to oversee the Langshott site.

RESOLVED: noted.

L 4693 Future Ownership of Bolters Wood

The Head of Leisure told members that the RBBC Head of Place Delivery had advised that Bolters Wood was being transferred to the Borough Council as part of the Riverside Green Chain. Cllr George suggested that assurance be sought that the area would remain accessible for local residents.

RESOLVED: noted.

Horley Open Spaces Advisory Committee (HOSAC)

L 4694 Members were updated on the May meeting, notes of which are appended. The next meeting was planned to take place on 27 August.

RESOLVED: noted.

L 4695 It was noted that there had been discussion at the HOSAC Meeting about relaxing grass cutting regimes in certain areas to encourage wildlife etc. It was suggested that an area close to the Vicarage Lane entrance at Horley Rec might be suitable for such an approach.

RESOLVED: noted.

L 4696 Horley Conservation Group (HCG)

Members were updated on recent activities, which had included wild flower seed planting at Tanyard Meadows.

RESOLVED: noted.

L 4697 Other Environment Matters

It was noted that the Gatwick Greenspace Partnership had run a series of events on Gatwick's wildlife sites during the recent half term holidays.

RESOLVED: noted.

L 4698 Horley in Bloom (HIB) 2019

The Head of Leisure advised that the judging of the HIB Gardening competitions would take place on the morning of 15 July. The Photographic Competition categories would be Hanging Baskets/Plants, Outdoor Scene and new for this year "Animals in Bloom". The Awards Ceremony had been arranged to take place at Regent Hall on Friday 4 October and both the Town and Borough Mayors would be in attendance.

RESOLVED: noted.

- L 4699** ***RESOLVED: that a meeting of the Horley in Bloom Advisory Committee be arranged to take place at 6.30 pm on Tuesday 25 June 2019.***

Summer Planting

- L 4700** The Head of Leisure advised that the hanging baskets and seasonal planters were due to be installed by Amethyst later in the week. The hanging baskets in the Precinct were planned to be in place by mid-July, when the refurbishment work would be nearer completion.

RESOLVED: noted.

- L 4701** The Head of Leisure told members that, to date she had received £525 in sponsorship for the town centre flowers, in addition to the £2,500 already received from County Cllr Kay Hammond's Members Highways Fund for flower planters at the Court Lodge and Horley Row shops.

RESOLVED: noted.

- L 4702** **Horley Saturday Market**

The Head of Leisure said that it would be very beneficial to have more members added to the market fees collection rota. She explained that there was currently only one stall, which visited every two weeks. At present there were only two members on the rota, so if more were to join it would not be a very onerous task. Cllr Powell agreed to join the rota.

RESOLVED: noted.

- L 4703** **Horley Carnival, 15 June 2019 ("Moments in History")**

Carnival Committee Chairman Cllr George advised that the Carnival was due to take place in less than two weeks-time and support from members on the day, marshalling, manning the car park entrance, clearing up at the end etc, would as always be very much appreciated.

RESOLVED: noted.

- L 4704** **Gatwick Airport Community Trust (GACT)**

The Head of Leisure advised that the Town Council's application to GACT for funding for additional fitness equipment in Horley Rec had been unsuccessful.

RESOLVED: noted.

L 4705 Diary Dates

RESOLVED: that forthcoming events be noted, in particular the D-Day & Monte Cassino 75th Anniversary Remembrance Service this Thursday (6 June), Horley Carnival on 15 June, Tour of Horley Rec on 17 June, Skittles Tournament on 1 July and Open-Air Cinema on 23 August.

L 4706 Items for Future Consideration

RESOLVED: that consideration be given to assistance, which might be required by those affected by the recent fire at the Six Bells Pub, the matter to be placed on the agenda for the next meeting of the F&GP Committee.

Meeting closed at 9.18 pm Date of next meeting – 16 July 2019

Minutes of the churchyard committee 24/04/19

Present: Rev Les Wells (Chair) Sue Middleton (sec) Thiru Jesudason, Michael Gardner, Roger Kidd, Tom Hughes (Contracts Manager for Burleys)

David Powell (Mayor) Michael George (Cllr) Carol Fenton (Deputy Town Clerk)

Apologies: Roy Page, Richard Moore, Michael Hill (RBBC)

- 1) **Prayer** –The meeting opened with a word of prayer by Rev. Les Wells
- 2) **Tom Hughes** – Presented the schedule for Grass & Hedge maintenance for the current year. The first cut has already been done. He was thanked for the excellent work of his team in the past year.
- 3) **Contract for Grass & Hedge maintenance for year beginning April 2020** – Tom was asked if Burleys could continue to do the work to the same schedule for Current annual price + RPI. He was happy to accept & said he would use the March 2020 RPI index. The committee agreed.
- 4) **Michael Hill** (Green Spaces, RBBC) in his absence, Thiru reported he had forwarded a schedule of work for the Old Churchyard by email. This had been circulated to members of the committee. They too have done the first cut for the year.

Tom Hughes left the meeting afterward

- 5) **Minutes** of the previous meeting was passed as correct
- 6) **Matters arising**
 - a) Tarmac repair completed 19/02/19. Everyone agreed it had made a big difference, not just in appearance, but for public safety.
 - b) Diseased Lime tree was Pollarded by Dave Ford Tree care at a cost of £408 including VAT on 19/03/19. The quote by Heatherlands Tree Care a firm used by the Council was £100 higher.
 - c) Update on Lychgate roof repair. Total cost £7,024.79
Grants - So far we have received promises of Grants for £1,500 by the Surrey Historical Buildings Trust, £1,000 by the Church Care Trust & £1,000 by the Horley town Council.
David Powell very generously promised a personal donation of £500. This will be gift aided.
We are awaiting replies from the Surrey Churches Preservation Trust, the Gatwick Airport Community Trust & the War Memorials Trust.
The grant hearings will all be in by end May 2019.
Work to be done in June 2019.
 - d) Re Extension of Children's area for burials /interment of ashes

Michael & Les reported they had identified a suitable area about 9 metre square. Michael reported he would spread wood chip, to demarcate the area. Les will advise the Archdeacon of this plan.

7) Council Grant for Grass & hedge maintenance of the New Churchyard.

Award for current year is £6,400.

8) Clearing of Paths of Weeds. – David Powell offered the use of the large sprayer for spreading weed killer, as he was unable to use it. Michael was happy to accept. He also hopes to engage the men's group to help

9) Under any other business - No matters were raised

10) Date of next meeting – 31st July 2019. (Subsequently changed to 7 August 2019.)

**Notes of Monthly Grounds Maintenance Meeting with Burleys representatives, held on
Wednesday 15 May 2019 at 3.00 pm in the
Town Council Offices, 92 Albert Road, Horley**

Present: Carol Fenton HTC
Cllr Simon Marshall HTC
Cllr Fiona Stimpson HTC
Tom Hughes (Contract Manager) Burleys

Horley Rec: Work on the playground was now complete and re-instated areas would be watered as necessary, equally the plants in the new Bee Bed would be watered as needed. Carol confirmed that work to build the Café was due to start on 24 June. It was agreed that the grass would be cut before the Carnival takes place on 15 June. Skips would be provided for rubbish generated by the Carnival and the Town Centre Caretaker would be clearing the site during the afternoon of the Carnival. Tom said that the Summer planting of the Memorial Gardens would be carried out some time after 31 May and he agreed to forward a design.

Court Lodge Playing Fields: Tom said that reinstatement of the goal mouths would be minor. The goal posts would be removed from site to the Burleys depot and would be painted before being returned to Court Lodge. Tom was still sourcing hooks for the goal posts.

7 v 7 pitches would only be marked out if their usage was confirmed.

Emlyn Meadows: Neil to pick up the fallen branch, no further issues to report.

Michael Crescent Centenary Park: No issues to report.

Church Meadows: Tom to confirm when the Brownies wild flower bed would be ready for planting, as the first attempt by the Brownies to plant up the area had been unsuccessful, due to the bed not being prepared.

Langshott Allotments: Tom said that the car park area had been sprayed with weedkiller and confirmed that the area to the rear of the allotments would be flailed as and when necessary.

Other Matters

Tom confirmed that the green waste had been collected from the "Q Garden" site.

Date of next meeting: Wednesday 12 June (subsequently changed to Thursday 13 June)

HORLEY OPEN SPACES ADVISORY COMMITTEE
Minutes of a meeting held on Tuesday 7 May 2019 at 6pm.

Present: Cllr Simon Marshall, Cllr Valerie Marshall, Carol Fenton, Cathy Cooper, Cllr Mike George, Cllr Samantha Marshall, Cllr Fiona Stimpson, County Cllr Kay Hammond, Catherine Baart (HCG), Henry Randall, Carol Randall, Lewis Keen (HPS).

Apologies for absence:

Kevin Lerwill, Michael Hill (R&BBC Greenspaces), David Watts (R&BBC Greenspaces), Cllr David Powell, Jan Spratt (HCG).

Minutes of the previous meeting and matters arising:

The minutes of the meeting on 5 February 2019 were agreed.

Kay reported that the village green status at Landen Park has been approved.

Open Spaces:

Horley Recreation Ground

Fiona said the grass was very long at the weekend, but she doesn't know if it has now been cut. Carol said the contractors had been delayed by the presence of the funfair.

Some of the plants in the ornamental garden were pulled up or stolen over the weekend.

Carol reported that contractors' vehicles will be working on the new play surface tomorrow and the playground will be closed for the day.

Work on the café will start on 24 June.

The tree surgeon will soon be working on the weeping willows in the ornamental gardens.

Church Meadows

All the wildflower areas have been seeded, with a footpath left in between. The Brownies will be seeding their own area next week.

Bay Close Open Space

Nothing to report.

Emlyn Meadow

Valerie reported a broken branch on the willow tree near Kingsley Road. She will take a photo if it's still broken the next time she visits.

Yattendon Road Recreation Ground

Nothing to report.

Michael Crescent Centenary Park

Cathy reported a lot of use in late afternoon/early evening.

Court Lodge Playing Fields/Riverside Walk

Mike is still pressing R&BBC for the wood to be improved and tidied up.

A family was discovered flying a miniature helicopter, but we do not think this is classified as a drone.

Flyers of model planes have to register them and they can only be flown at a certain height.

Riverside Garden Park

Cathy reported that the grass has been cut. There are a few dog walkers in the mornings who do not pick up their dog poo. She has been asked if there could be additional rubbish bins.

The car park needs resurfacing. R&BBC have said they will be resurfacing the car park but do not have a date yet. Cathy said the car park was full up yesterday (Bank Holiday Monday).

Cathy is now unable to walk as far as she used to and will be resigning from the committee at the end of this meeting. Simon thanked her for her work.

Kay suggested having a Borough Councillor attending the HOSAC meetings to enable the comments to be passed on. Cllr Hudson or Cllr Buttironi were suggested, as they are on both councils.

Horley Conservation Group:

Report from Kevin Lerwill -

"February – Pond maintenance at Trinity Oaks School.

March – Tanyard Pond, Langshott – litter pick, willow coppicing and tree clearance from main paths.

April – East of Horley circular walk and litter pick (5 large sacks of litter collected, mostly from along Peeks Brook Lane, where it joins the M23 slip road)

Next task – Sunday 17 May – wildflower seed sowing at Tanyard Meadows.

Forthcoming dates for Himalayan Balsam removal in Horley – June 5, 12, 16, 19, 26 and July 3, 14, 17, 24, 31. Please contact Kevin for further details.

R&BBC have ordered a new shipping container for the HCG – to be located next to the existing one in the Langshott allotment site, which should be delivered sometime this summer."

HCG has been contacted by an informal walking group, the Walkie Talkies, who would like to sow some wildflower seeds on their walks.

Kay said the group organising the Landen Park area with village green status might require some advice and help with the area. Kay will liaise with HCG.

Horley Piscatorial Society:

Lewis reported that they have been allocated some funds to spend on specific areas. They are waiting until the birds have finished nesting. Kevin Lerwill has booked some dates to clear an overgrown area. Lewis had an informal meeting on 15 March with other interested parties to discuss improving the area. Some gravel has already been added to the riverbed. There are a lot of crayfish in the river. Their licence has been renewed for another six years. This includes Burgh Heath pond, which will open in Spring next year.

Lewis reported that when any companies are fined for polluting a river, the fines are paid to the government and not donated to improving the polluted river.

Lewis said there are notices in seven languages by the river, informing potential fishermen of the need to have a licence and other regulations.

Horley in Bloom:

All the usual competitions will take place plus the photographic competition. More people seem to enter animals and pets against a floral background in the photo competition. We need to change the categories. Mike suggested differentiating between domestic animals and wildlife. He suggested leaving domestic animals in garden situations and having a separate wildlife category.

Henry pointed out that the judging forms need updating.

Riverside Green Chain (The Acres/Westvale Park)

Report from David Watts -

Tanyard Meadows -

Five seating benches have been installed along the central footpath - they have been put in areas that will enjoy views of the meadows looking out towards the surrounding countryside.

Three picnic benches that have wheelchair access are also to go in this week on the amenity grass areas near Whittaker Drive playground.

Deep water/steep banks notices have been put around the ditch edges – we will be looking at what further steps need to be taken.

The large tree that came down by the Burstow Stream is being cleared by the Environment Agency – they should finish this week.

I am meeting Kevin Lerwill today to look at some areas around the meadow edges that would benefit from wildflower sowing, he will be carrying this out this weekend with his group.

Car park provision – there is no update as yet.

Planning enquiry into area between the new development and Landen Park – there is no update as yet."

There is urgent need for a car park so that people can drive there then use the facilities. The grass verges are being damaged by parked cars.

Any other business:

Catherine said we need to support wildlife in our green spaces and suggested leaving areas of long grass. Simon said we need to talk to David Watts about this as the Borough will have its own policy. We could ask for this to be on the agenda to be discussed at the next L & A meeting.

Next meeting:

The next meeting was arranged for Tuesday 27 August at 6pm.