

**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 2 June 2015 at 7.30 pm.

**Present**                  Councillors    J Baird  
   J Baker  
   S Banwait  
   K Etheridge  
   M George  
   J Hudson  
   A Kitajewski  
   Samantha Marshall  
   Simon Marshall  
   V Marshall  
   R Olliver  
   D Powell  
   H Randall

**In Attendance**    A Jones (Town Clerk)  
   C Fenton (Deputy Clerk)  
   One member of the public

**L 3672          Election of Committee Chairman (Cllr Olliver in the Chair)**

Cllr George proposed and Cllr Randall 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 2015/2016.***

**L 3673          Election of Committee Vice-Chairman**

Cllr Samantha Marshall proposed and Cllr Powell seconded that Cllr James Baker be nominated as Committee Vice-Chairman. There were no further nominations for the post.

***RESOLVED: that Cllr James Baker be elected Vice-Chairman of the Leisure & Amenities Committee for the Municipal Year 2015/2016.***

**L 3674          Apologies and Reasons for Absence**

***RESOLVED: that the apology of Cllr F Stimpson be accepted, for reasons as specified in the attendance register.***

**L 3675      Disclosable Pecuniary Interests and Non-Pecuniary Interests**

No Declarations of Interest were received.

***RESOLVED: noted.***

**L 3676      Public Forum**

No members of the public were present during the Public Forum item.  
(One member of the public arrived later in the meeting.)

***RESOLVED: noted.***

**L 3677      Approval of Minutes  
Leisure and Amenities Committee, 14 April 2015**

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 3678      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 19 May 2015.)***

**L 3679      Gatwick Greenspace Partnership (GGP)**

***RESOLVED: that payment of £1,900, being this Council's contribution to GGP for 2015-2016, be approved.***

**Horley Churchyards**

**L 3680**      It was noted that the next meeting of the Churchyards Committee was due to take place on 24 June (subsequently re-arranged to 15 July). At the previous Churchyards Committee meeting, members had been advised that Countrywide Grounds Maintenance had been appointed to carry out the maintenance of the New Churchyard only, the Old Churchyard to be maintained by volunteers at the present time.

***RESOLVED: that the Clerk enquire whether the Church has made any progress with its application to the Ministry of Justice for the closure of the Old Churchyard.***

**L 3681** The Clerk advised members that local company SGN was to provide a team of volunteers to work with Cllr Powell, levelling out sunken graves in the New Churchyard, to enable the area to be properly mown. He added that he had been in contact with the Community Foundation for Surrey, regarding the application by the Church for funding for gardening equipment.

**RESOLVED: noted.**

**L 3682** It was explained to new members that, whilst the maintenance of the Churchyards was the responsibility of St Bart's Church, the Town Council had traditionally awarded a grant to the Church towards the costs involved. In recent years this had required the Church submitting a grant application to the Town Council.

**RESOLVED: that the Clerk enquire when a grant application will be submitted.**

**L 3683** It was noted that the date previously arranged for the members' tour of the Churchyards (25 September) would need to be changed as this was the evening of the Horley in Bloom Awards Ceremony

**RESOLVED: noted.**

#### **Grounds Maintenance Update**

**L 3684** The Clerk gave a brief presentation to members on the parks and open spaces owned/managed by the Town Council.

**RESOLVED: noted.**

**L 3685** Members were updated on recent monthly meetings, which had been held with the Borough Council's Grounds Maintenance Operations Manager, notes of which are appended.

**RESOLVED: noted.**

**L 3686** The Clerk updated members on the programme for seeking tenders and setting up a new Grounds Maintenance Contract / Contracts to run from January 2016 until December 2020.

**RESOLVED: noted.**

#### **L 3687 Members' Tours of Recreation Grounds**

The Committee Chairman advised that he had provisionally arranged to have tours of recreation grounds on 7 & 28 July and 11 & 25 August. (Full details to follow.)

**L 3687) RESOLVED: noted.**

**L 3688 Members' Inspections of Recreation Grounds**

The Committee Chairman advised that members traditionally carried out weekly visual inspections of the open spaces owned/managed by the Town Council.

**RESOLVED: that the following inspection regime be agreed:**

**Horley Recreation Ground to be inspected by Cllr Simon Marshall**  
**Bay Close Open Space to be inspected by Cllr Valerie Marshall**  
**Court Lodge Fields & Riverside Walk to be inspected by Cllr Mike George**  
**Emlyn Meadows to be inspected by Cllrs Samantha & Valerie Marshall**  
**Church Meadows to be inspected by Cllr Henry Randall**  
**Michael Crescent Centenary Park to be inspected by Cllr David Powell**  
**Riverside Garden Park to be inspected by either Cllr Fiona Stimpson or Cllr James Baker**  
**Yattendon Road Recreation Ground to be inspected by Cllr Kevin Etheridge**  
**Langshott Allotments to be inspected by Cllr Kevin Etheridge**  
**Church Road Allotments to be inspected by Cllr Henry Randall**  
**Substitutes: Cllrs Surrinder Banwait and Richard Olliver**

**L 3689 Devolved Powers – Possible Renewal of Agency Agreement**

It was noted that no further updates had been received, following the officers' meeting in May. The Committee Chairman advised that he planned to contact the Borough Council Leader and Deputy Leader for further information.

**RESOLVED: noted.**

**Tree Works**

**L 3690** The Clerk advised that tree works, as previously approved, had been carried out at Court Lodge Fields by County Tree Surgeons.

**RESOLVED: noted.**

**L 3691 RESOLVED: that County Tree Surgeons be appointed to carry out the removal of an oak tree adjacent to the former Horley Anderson car park for the total sum of £800 plus VAT (to include stump grinding).**

**L 3692 Playground Inspections**

**RESOLVED: that receipt be noted of the Contractor's detailed weekly**

**L 3692)    *and daily visual playground inspection reports.***

**L 3693    Repairs to Playground Equipment**

The Clerk advised that repairs were to be carried out to the basket swing at Yattendon Road Playground. The playground gate was to be replaced by the Borough Council. The nets on the goal posts at Bay Close Open Space had become very worn and it was agreed to wait for details of replacement costs, before deciding whether the purchase was necessary.

***RESOLVED: noted.***

**L 3694    Playground Improvements**

***RESOLVED: that a Playgrounds Improvements Sub-Committee be formed to consider a rolling programme of playground improvements, membership to comprise Cllrs James Baker, Kevin Etheridge, Samantha Marshall, Simon Marshall and Richard Olliver.***

**L 3695    Possible Provision of Café/Toilet Facilities, Horley Recreation Ground**

The Clerk advised that a site visit to the Pavilion at Redhill Memorial Park had recently taken place, with the architect responsible for its design (Trevlyn Tanner Architects Ltd).

***RESOLVED: that Trevlyn Tanner Architects carry out the first stage of a feasibility study for the total sum of £1,930 plus VAT.***

**L 3696    Outdoor Fitness Equipment at Horley Recreation Ground**

The Clerk advised that two items of the equipment were to be re-positioned at no cost to this Council, as no site plan had been issued before the installation.

***RESOLVED: that the cost of additional safety surfacing (£1,530 plus VAT) be approved.***

**L 3697    Widening of Entrance Barrier, Horley Recreation Ground**

Members considered a quotation received from engineers J A Chapman to either replace the park barrier with a wider version for £950 plus VAT or widen the existing barrier for £500 plus VAT. The Clerk explained that fairground and larger carnival float vehicles often had difficulty accessing the park via the available space.

***RESOLVED: that fairground proprietor Doug Beach be approached regarding making a donation towards the cost involved.***

**L 3698 Replacement of Railway Sleepers, Horley Recreation Ground**

***RESOLVED: that the quotation from J A Chapman to replace rotten sleepers surrounding the car park be accepted, up to a maximum cost of £400 plus VAT, the work to be carried out at the earliest possible date.***

**L 3699 Memorial Seat in Memorial Gardens**

***RESOLVED: that the request from Horley Lions to have a memorial seat installed in the Memorial Gardens in memory of local resident Tom Anglim be approved.***

**Court Lodge Fields – Circus Visits**

**L 3700** It was noted that the recent visit by John Lawson’s circus had been quite successful, although there were still some posters to be removed around the town.

***RESOLVED: noted.***

**L 3701** The Deputy Clerk advised that a different circus proprietor was keen to visit Horley in 2016 and planned to contact the Town Council later in the year. She added that this visit would only take place if one of the other “regular” circuses did not wish to return in 2016.

***RESOLVED: noted.***

**L 3702 Charges for use of Football Pitches at Court Lodge Fields – 2015/2016**

***RESOLVED: that the charges, as appended, be approved.***

**L 3703 Church Road Allotments**

The Clerk advised that a tree inspection was to be carried out of trees inside and adjoining the site. Thanks were recorded to Cllr Randall for cutting the grass along the central grassed pathway.

***RESOLVED: noted.***

**L 3704 Langshott Allotments**

It was noted that two plots were still vacant, although it had been noticed that work had not yet started on some of the plots which had recently been let.

***RESOLVED: noted.***

**L 3705 Surrey County Council Community Improvements Fund**

The Clerk advised that applications for funding were now being accepted and suggested that the Town Council consider making an application.

**RESOLVED: noted.**

**L 3706 Horley Conservation Group**

Members were updated on recent and planned activities. It was noted that representatives of the Group would be present at the Horley Carnival on 20 June.

**RESOLVED: noted.**

**L 3707 Himalayan Balsam (HB)**

The Clerk advised that the Town Council's application for this year's Herbicide Spraying Permit had been approved by the Environment Agency.

**RESOLVED: noted.**

**L 3708** Cllr Powell advised that approximately 3,000 sq m of the river bank from Court Lodge Fields to the Six Bells Public House had now been sprayed. He added that only areas where Himalayan Balsam was present had been sprayed. He said that the condition of the upper bank was much improved, compared with previous years, with far more native plants growing and much less Himalayan Balsam. Volunteers would be pulling up the HB plants at Church Meadows on 20 June and any plants that remained would then be sprayed.

**RESOLVED: noted.**

**L 3709** **RESOLVED: that the attendance of Cllr Baker at a "Safe Use of Pesticides" course, at a total cost of £412 plus VAT, be approved.**

**L 3710 Horley Open Spaces Advisory Committee (HOSAC)**

It was noted that the Committee was due to meet on 16 June.

**RESOLVED: noted**

**L 3711 Horley in Bloom (HIB)**

Members were updated on the meeting held earlier in the evening, notes of which are appended.

**L 3711)    *RESOLVED: noted.***

**L 3712    South & South East in Bloom (SSEIB)**

Members were updated on arrangements made for the judging day on 14 July. Cllr Olliver recorded his apologies for the event, due to another engagement.

***RESOLVED: noted.***

**L 3713    Summer Planting – Memorial Gardens**

***RESOLVED: that the total cost of £1,670 plus VAT be approved.***

**L 3714    Summer Planting – Wild Flower Meadows**

It was noted that the areas at Horley Recreation Ground and Church Meadows had been sown and that an additional area at Church Meadows had been sown by Horley Brownies.

***RESOLVED: noted.***

**L 3715    Town Centre Planting – Donations from Local Businesses and Individuals**

It was noted that, to date, £1,425 had been pledged.

***RESOLVED: noted.***

**L 3716    Horley Saturday Market**

Cllr Baker agreed to join the rota for the collection of market fees.

***RESOLVED: noted.***

**L 3717    Horley Carnival, 20 June 2015**

Members were updated on this year's event. Cllr George added that help from members on the day of the Carnival would be very much appreciated.

***RESOLVED: noted.***

**L 3718    Request for Memorial Seat at Riverside Garden Park**

The Deputy Clerk advised that the request from a 95 year old resident had been referred for initial consideration by Reigate & Banstead Borough Council.



**L 3718)    *RESOLVED: noted.***

**L 3719    *Diary Dates***

***RESOLVED: that forthcoming events be noted, in particular the Horley  
Carnival on 20 June and training events for new members in June & July.***

**The meeting closed at 9.21 pm**

**Date of next meeting: 14 July 2015**

**Notes of Monthly Grounds Maintenance Progress Meeting held on  
Friday 1 May 2015 at 4.00 pm in the  
Town Council Offices, 92 Albert Road, Horley**

Present: Carol Fenton                                    HTC  
           Alan Jones                                     HTC  
           Emanuel Flecken                             RBBC

**1     General Issues**

**Horley Rec:** It was noted that the grass had been cut and the small bed in the Memorial Gardens had been rotovated. Footpath works were now complete. A meeting was planned at the café in Redhill Memorial Park with the architect responsible for its design, when possible options for Horley Rec would be explored. New fitness equipment had been ordered from Wicksteed. A Victory in Europe Day Commemoration Ceremony was to take place in the Memorial Gardens on 8 May. County Tree Surgeons had carried out a tree survey in the park. Emanuel agreed to have the pile of wood chippings to the rear of the car park either spread out or removed.

**Court Lodge Playing Fields:** County Tree surgeons were to carry out the most urgent tree works during the following week. It was noted that this was the last weekend for football matches. The football posts were to be stored in the former Scout Hut compound. (Possible new post required for pitch 5.) No new permanent tenant had yet been found for the Innes Pavilion and Horley Baptist Church was due to vacate the premises on 30 June. The circus was still due to visit the site from 18 – 21 May, although the visit by the funfair had been cancelled. The rear patio behind the Pavilion was still to be cleared of weeds.

**Riverside Walk:** No further issues.

**Emlyn Meadows:** Tree survey carried out. Some issues with the stream appearing to be damned in places.

**Michael Crescent Centenary Park:** Timescale for the demolition to be agreed and ideas for future playground provision to be considered.

**Yattendon Road Recreation Ground:** The playground gate required a major repair. Issues with dog fouling in the playground.

**Riverside Garden Park:** Works to replace the fencing adjacent to the Gatwick Stream and widen the cycle path were still to be carried out. A dead deer adjacent to the footpath was to be removed.

**Bay Close Open Space:** No issues.

**Church Meadows:** The contractor had been advised about mink at this site. The wild flower meadows had been planted and a further area was to be planted by local Brownies.

- 2     Other Matters:** Carol advised that the Horley in Bloom judging was to take place on the morning of 7 July and the South & South East in Bloom judging on the morning of 14 July. The tiered bed near the station was to be planted with wild flower seed. Carol asked whether the empty tree guard in the Precinct could be removed, as well as the old tree trunk outside Barclays Bank, as both had been identified as eyesores by last year's South East in Bloom judges. Alan advised that the Parochial Church Council had awarded the maintenance contract for the New Churchyard to Countrywide Grounds Maintenance and added that the Old Churchyard was to be maintained by volunteers. It was noted that the Devolved Powers meeting between Alan, Carol, Emanuel and Luci Mould was due to take place on 19 May.

**Date of next meeting: Friday 5 June 2015 at 4.00 pm**

# HORLEY TOWN COUNCIL

**Alan Jones** FCSI ACIB

**Town Clerk**

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## CHARGES FOR USE OF HORLEY TOWN COUNCIL FACILITIES

### FOOTBALL PITCHES AT COURT LODGE PLAYING FIELDS 2015/2016 SEASON (AUGUST BOOKINGS ONWARDS)

<b>Regular Teams</b>	<b>13/14</b>	<b>14/15</b>	<b>15/16</b>
Senior Teams, (including changing rooms)	<b>£59.00</b>	<b>£63.00</b>	<b>£64.00</b>
Junior Teams (including changing rooms)	<b>£35.00</b>	<b>£39.00</b>	<b>£40.00</b>
Junior Teams (excluding changing rooms)	<b>£30.00</b>	<b>£34.00</b>	<b>£35.00</b>
<b>Casual Teams</b>			
Senior Teams (including changing rooms)	<b>£80.00</b>	<b>£85.00</b>	<b>£86.00</b>
Junior Teams (including changing rooms)	<b>£35.00</b>	<b>£40.00</b>	<b>£41.00</b>
Junior Teams (excluding changing rooms)	<b>£30.00</b>	<b>£35.00</b>	<b>£36.00</b>

Minutes of Horley in Bloom Advisory Committee Meeting  
held on Tuesday 2 June 2015 at 6.30pm in the Albert Rooms

Cllr Mike George (in the chair)	Cllr Valerie Marshall	<b>Action</b>
Cllr Simon Marshall	Carol Fenton	
Marcia Atkinson	Cllr David Powell (arrived 7.05pm)	

Simon proposed Mike as Chairman, seconded by Valerie and agreed. Mike then took over chairing the meeting.

Cllr Fiona Stimpson, Betty Thompson.

The minutes of the meeting held on 7 April 2015 were agreed. Simon suggested asking Jack Chapman, Richard Bethell and Jan Spratt if they would like to continue on the committee. **CF**

We need to arrange the presentation. Carol suggested before Full Council, at 7pm on 30 June. (This may not, however, be possible.) We will discuss the future of this competition later in the year, as there were very few entries.

Applications are coming in, with some newcomers. Carol agreed to contact potential judges. The judging of the Church Road allotments would be undertaken by Jack Chapman and James Baker and the judging of the Langshott Allotments also required arranging. Marcia confirmed that the Horley Flower Club judging had already taken place. **CF**

Simon still has to contact Carol French at the Con Club about the lunches for HIB and S & SEIB.

The new Mayor, Joan Spiers, has accepted to attend the Awards evening. Carol still has to arrange a caterer. (Chef on the Road now booked.) **SM**

Barratts will sponsor the photographic competition again and there will be three categories, so we will need another cup. Entries will be limited to three photos per category. Barratts like to display the entries in their showroom for an evening, when the judges can explain to entrants why some entries have been chosen above others. However, the committee thought it would be better if the entrants and Barratts were all present at the Edmonds Hall while the judging took place, rather than using the showroom. This would need to be discussed with Barratts. **CF**

Judging will be on 14 July at 9.30am. We will have to organise a route but will want to show the judges the new allotments. The presentation will be at the Con Club at the end of the judging period. Carol said that we need a display board and this could then be used for other events as well. She will check prices. **CF**

Carol said that some of the free packs of seeds from Wyevale Garden Centre have been planted among the wildflower beds and some have been given to the Brownies.

Carol reported that the new building, Russell Square, is to be opened on 30 June, so that particular area should show some improvement before the judging. David arrived.

Tuesday 21 July at 6.30pm, before P & D. **(\*\*\*Date needs to be changed\*\*\*)**

Mike thanked everyone for attending the meeting, which closed at 7.07pm.