

**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 11 July 2017 at 7.30 pm.

<b>Present</b>	<b>Councillors</b>	J Baker – Chairman J Baird K Etheridge M George J Hudson A Kitajewski Samantha Marshall Simon Marshall V Marshall H Randall F Stimpson
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<b>In Attendance</b>	A Jones (Town Clerk) C Fenton (Deputy Clerk)
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**L 4196      Apologies and Reasons for Absence**

***RESOLVED: that the apology of Cllr Powell be accepted, for reasons as specified in the attendance register. (Cllr Banwait was absent.)***

**L 4197      Disclosable Pecuniary Interests and Non-Pecuniary Interests**

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

***RESOLVED: noted.***

**L 4198      Public Forum**

No members of the public were present.

***RESOLVED: noted.***

**L 4199      Approval of Minutes  
Leisure and Amenities Committee, 30 May 2017**

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.

**L 4199) *RESOLVED: that the minutes of the above meeting of the Leisure & Amenities Committee, including all confidential items, be approved.***

**L 4200 Horley Churchyards**

Members were updated on the situation regarding the maintenance of the New Churchyard, following correspondence received by the Church from their present contractor appearing to terminate the contract. (Afternote: this was subsequently withdrawn.) Members were advised that Rev Leslie Wells was to be inducted as the New Team Rector at St Bart's on 30 September. It was noted that the next meeting of the Churchyards Committee was due to take place on 26 July.

***RESOLVED: noted.***

**Grounds Maintenance Update**

**L 4201** Members were updated on recent meetings with the Burleys Area Manager, notes of which are appended.

***RESOLVED: noted.***

**L 4202** Members were advised that Emanuel Flecken, former Green Spaces Manager at Reigate & Banstead Borough Council, was no longer employed by the Council.

***RESOLVED: noted.***

**Inspections and repairs**

**L 4203** ***RESOLVED: that receipt be noted of the Contractor's detailed weekly and daily visual playground inspection reports.***

**L 4204** ***RESOLVED: that receipt be noted of the Contractor's monthly Grounds Inspections.***

**L 4205** The Deputy Clerk advised that the replacement gate at the Court Lodge Playground had now been installed for the previously agreed price of £1,285 plus VAT.

***RESOLVED: noted.***

**L 4206 Sports Activities for Children in Recreation Grounds**

Members were updated on arrangements made for the sports activities taking place at Horley Recreation Ground and Court Lodge Fields.

L 4206) **RESOLVED: noted.**  
(Afternote: the activities were subsequently cancelled, due to insufficient numbers booked to attend.)

**L 4207 New Skate Park, Horley Recreation Ground**

The Clerk advised that Bendcrete had been requested to inspect some small cracks which were appearing around the edge of the new skate park. He added that some sort of formal opening ceremony was still to be arranged.

**RESOLVED: noted.**

**L 4208 Tennis & Fitness Coaching, Horley Recreation Ground**

The Deputy Clerk told members that the organiser of the proposed coaching had advised that he planned to have site meetings with representatives of Active Surrey and the Lawn Tennis Association, regarding his plans to improve site facilities.

**RESOLVED: noted.**

**L 4209 Replacement Dog Bin at Horley Recreation Ground**

Members considered a request from a local resident to have a dedicated dog waste bin installed near the main entrance to the park. Members were reminded that it was no longer a legal requirement to have separate bins for dog waste. After some discussion, the following was resolved:

**RESOLVED: that a covered bin suitable for general litter and dog waste be installed near the main entrance to Horley Rec, similar in design to some of the bins at Riverside Garden Park.**

**L 4210 Replacement Playground at Court Lodge Fields**

**RECOMMEND: that, following receipt of £30,000 funding from Horley Borough Councillors towards the skate park, the £30,000 remaining in the Skate Park Fund be transferred to the Playgrounds Fund, giving a total of £64,000 in that fund, the recommendation to be considered by the Finance & General Purposes Committee at its meeting on 1 August 2017.**

**L 4211 Football at Court Lodge Fields**

Members were advised that friendly football matches were due to start on the first weekend in August. The Clerk added that there was still availability for regular teams to sign up for the season. Cllr George suggested that there may be some Gatwick Airport based teams who might be interested in using the pitches.

**L 4211)** *RESOLVED: noted.*

**Church Road and Langshott Allotments**

**L 4212** The Clerk advised that he had been approached by a local bus company about the possibility of drivers on Fastway Route 20 using the toilet at the Langshott Allotments, due to the lack of a toilet at either bus terminus. The bus company would be willing to contribute towards the cleaning cost, as well as for any lighting which may be required. After some discussion the following was resolved:

*RESOLVED: that permission be given for use of the toilet by bus drivers for an initial trial period.*

**L 4213** The Committee Chairman advised that he planned to meet at the Langshott Allotments with the Clerk and Deputy Clerk to look at a possible area at the site which he could clear for use by those people assisted by County Care Ltd. Other amenity areas at the site would also be looked after once they had been cleared by Burleys in the Autumn.

*RESOLVED: noted.*

**L 4214** **Horley Conservation Group (HCG)**

Members were updated on recent activities carried out by the Group.

*RESOLVED: noted.*

**L 4215** **Environment Matters**

The Deputy Clerk told members that the Catchment Officer from the Environment Agency (EA) had advised that EA Operatives should soon be able to clear the Burstow Stream blockage at Emlyn Meadows, as well as look at the River Mole blockage at Church Meadows.

*RESOLVED: noted.*

**L 4216** **Horley Open Spaces Advisory Committee (HOSAC)**

Members were updated on the meeting held in June, notes of which are appended. It was noted that the next meeting of the Committee was to be held on 12 September 2017.

*RESOLVED: noted.*

**L 4217 Horley in Bloom (HIB) Competitions**

Members were updated on the recent judging day and thanks were recorded to those who had assisted with the judging.

**RESOLVED: noted.**

**L 4218 South & South East in Bloom (SSEIB)**

Members were updated on the judging which had taken place the previous day. Cllr George advised that the judges had suggested that Horley may also wish to consider entering the Town category at a future date. It was noted that the Awards Ceremony was due to be held at the Copthorne Effingham Hotel on 20 September 2017.

**RESOLVED: noted.**

**L 4219 High Street Car Park (Uber Taxis)**

The Clerk advised that he was keeping a record of the time spent by the Town Centre Caretaker clearing up the High Street Car Park on a daily basis.

**RESOLVED: noted.**

**L 4220 Horley Saturday Market**

It was noted that a further six-month Licence was to be issued by the Borough Council, for the use of part of the Central Car Park for the Market.

**RESOLVED: noted.**

**L 4221 Horley Carnival, 17 June 2017**

Cllr George told members that the event had, as usual, been well received with good feedback from those who had attended. The evening fireworks display had been well organised. A "wash up" meeting was to be held in August.

**RESOLVED: noted.**

**Tree Matters**

**L 4222** Members were advised that a damaged sycamore tree at Court Lodge Fields had been felled by Burleys as a matter of urgency, at a cost of £528 plus VAT.

**RESOLVED: that the costs be ratified.**

**L 4223** The Deputy Clerk advised that work was urgently required to remove a large damaged limb from a Horse Chestnut tree to the rear of the Memorial Gardens. Further work on the tree was also likely. Two contractors had been requested to urgently inspect the tree.

**RESOLVED: noted.**

**L 4224** **RESOLVED that Tree Condition Surveys be carried out of all trees at Town Council owned sites.**

**L 4225** Urgent Business for Inclusion on Future Agenda

**RESOLVED: that the possible provision of additional benches at Horley Rec be placed on the agenda of the next meeting of this Committee.**

**L 4226** Diary Dates

**RESOLVED: that forthcoming events be noted, in particular the Skittles Competition this week, in which a Town Council Team was competing.**

**L 4227** Confidential Business

**RESOLVED: that, "in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and that they be instructed to withdraw."**

**L 4228** Security in Recreation Grounds

**CONFIDENTIAL**

The Clerk updated members on recent incidents.

**Meeting closed at 8.55 pm**

**Date of next meeting – 5 September 2017**

**Notes of the Monthly Grounds Maintenance Meeting with Burleys representatives, held on Thursday 29 June 2017 at 3.00 pm in the Town Council Offices, 92 Albert Road, Horley**

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

**Horley Rec:** Tom reported that the area outside the Memorial Gardens railings was now regularly being strimmed. Carol reported that the seasonal beds required weeding. Tom advised that the hedge surrounding the Ornamental Gardens would be trimmed in readiness for the South East in Bloom judging, provided that no evidence of nesting was found. Additionally the beds in the Ornamental Gardens would require weeding for judging day and the edges of the tennis courts strimmed. Carol said that sports activities would be taking place in the park, week commencing 31 July, and asked that the grass be cut just before this time.

**Court Lodge Playing Fields:** Tom advised that some of the goal mouths had been re-seeded. A damaged tree near the river had been cut down by Burleys. Friendly matches were due to begin on Saturday 5 August. The rear doors of the Pavilion had been replaced and Burleys would require new keys for access. Carol advised that the Monohinge playground gate had been replaced with one of a different make. It was noted that sports activities would also be taking place at this site, week commencing 7 August, again the grass would need cutting beforehand.

**Emlyn Meadows:** The Environment Agency was due to remove the large branches in the Burstow Stream.

**Michael Crescent Centenary Park:** Nothing to report.

**Church Meadows:** It was noted that there were minimal amounts of Himalayan Balsam this year. Carol advised that there was evidence of dog fouling at the site, which needed to be cleared.

**Other Matters**

Tom advised that he would be on annual leave for two weeks from 11 August and would provide contact details to be used in his absence. It was agreed that Carol and Tom would carry out an inspection of the South East in Bloom judging route on the morning of Tuesday 3 July.

**Date of next meeting: Thursday 27 July at 3.00 pm**

**HORLEY OPEN SPACES ADVISORY COMMITTEE**  
**Minutes of a meeting held on Tuesday 20 June 2017 at 6pm.**

**Present:** Cllr James Baker, Cllr Valerie Marshall, Carol Fenton, Cathy Cooper, Cllr David Powell, Cllr Mike George, Cllr Samantha Marshall, Cllr Fiona Stimpson, Cllr Simon Marshall, Jack Chapman, Cllr Henry Randall, Jan Spratt (HCG), County Cllr Kay Hammond, Emanuel Flecken (R&BBC), Kevin Lerwill (GPP), Lewis Keen (HPS).

**Election of Chairman:**

James proposed David Powell as Chairman, seconded by Simon Marshall and agreed.

**Apologies for absence:**

Thomas Branch (HPS).

**Minutes of the previous meeting and matters arising:**

The minutes of the meeting on 11 April 2017 were agreed. David asked about the tree in the river in Court Lodge. Mike said it was still there and they will investigate it later in the week.

**Open Spaces:**

Horley Recreation Ground

The carnival was held on Saturday. All went well and there was no damage to the ground.

Church Meadows

Henry reported that there are still branches in the river creating a small blockage. This will be reported to the Environment Agency for their decision.

Bay Close Open Space

The football net is down again.

Emlyn Meadow

The blockage in the river has been reported to the EA and it is on their list for clearance but we don't know when. Carol will remind Michelle from the EA.

Yattendon Road Recreation Ground

Emanuel reported that there is a dead tree at the entrance.

Michael Crescent Centenary Park

Simon reported no problems.

Court Lodge Playing Fields/Riverside Walk

Mike reported that the split tree has been dealt with. He said there are a lot of branches that have been pulled down by children and the area needs litter-picking.

Some sections of metal safety fencing have been left there by one of the power companies.

Riverside Garden Park

Kevin said there will be a new bench put in soon.

The car park has been temporarily repaired. Emanuel said it is a recurring problem and still floods in places.

Cathy reported a lot of use by picnickers in the nice weather.

The lamp-posts are now switching on at the correct times.

Fiona reported that the Himalayan Balsam is not growing where the nettles and brambles are overgrown.

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

Judging for HIB is Tuesday 4 July. Carol said she needs more judges.

The judging of S&SEIB is on 10 July.



**Horley Conservation Group:**

Schedule as follows:

April – water quality testing

May – Tanyard Pond

June – Himalayan Balsam clearance at Church Meadows

July 16 – Himalayan Balsam clearance at Emlyn Meadows

Emanuel has arranged for an area in The Fieldings to be cleared ready for the orchard. Jan thanked the Borough Council for their help with the orchard.

Jan reported that there is hardly any HB now at Church Meadows. David reported that the area was very bare in 2013 but now that the natural foliage has grown back, the bank is supported properly and it's much better, but the HB will grow back if not dealt with regularly. He said that spraying can only be done when the HB is higher than the other foliage. Kevin reported that there is a mid-week group that is also tackling HB.

**Horley Piscatorial Society:**

Lewis reported that a litter pick was done by Club members and they cleared about three tons of scrap metal. Some of it was shopping/luggage trolleys. There were also bicycles and car tyres. Some of the rubbish has embedded itself in the soil and will need digging out.

Lewis reported that there is still a small patch of Japanese Knotweed.

HPS has applied for a grant of £2000 from the Wild Trout Trust to create a movable habitat for small fish and invertebrates.

There has been a camper by the river – he is not fishing but Emanuel suggested reporting the incident to the Gatwick police so they can investigate. At Earlswood Lakes there is also a couple camping – Emanuel noted this.

HPS has been told that their lease expires in March and the Council will put it up for tender.

**Tanyard Meadow:**

Emanuel reported that the work by the developers was supposed to be finished at the end of June but deadlines keep slipping further away. Mike said that any shortfall by the developers was supposed to be made up by R&BBC – his main concern is the completion of the car park.

Mike asked for Riverside Green Chain to be put on the agenda in future.

**Any other business:**

We haven't had any response about making this Committee an official outside body of the Borough Council – Carol and David will look into this.

Kevin asked about S106 money for a shipping container to be used by the Horley Conservation Group for storage – Emanuel will look into this.

**Next meeting:**

The next meeting was arranged for Tuesday 12 September at 6pm, before P & D.