

Abbots Langley Parish Council

Minutes of the Leisure Committee Meeting held on Wednesday 22nd October 2014 at 7.30 pm in the Council Offices, Langley Road, Abbots Langley.

Those present:

Chairman:	Councillor John Wyatt
Councillors:	Councillor Sara Bedford Councillor Jane Lay Councillor Gloria Keaveny
Also Present:	Mr Keith Gissing - Sports Representative Mr Chris Bromwich - Allotment Representative Mr John Kersey - Allotment Representative Mr Peter Warman - Halls Representative
Officers:	Tim Perkins - Clerk to the Council David Abbott - Facilities Manager

The meeting opened at 7:30 pm.

193. Apologies for absence

Apologies were received, accepted and recorded from Councillor Martin Brooks (unwell).

Mark Ellis, Works Manager, was on annual leave.

194. Declarations of Interest

Councillor John Wyatt declared a personal interest in agenda item 8, Leisure Committee Representatives (Halls Representatives), as a family member was nominated.

Councillor Jane Lay declared an interest in agenda item 9, Budget 2014-2015 iii, Fees and Charges as a member of various organisations who use Parish Council facilities.

195. Public Participation

No members of the public had expressed an interest in addressing the committee.

196. Minutes of the Meeting

It was proposed by Councillor Gloria Keaveny, seconded by Councillor Jane Lay and **RESOLVED** that the minutes of the meeting held on 20th August 2014, copies of which had been sent to all Members of the Parish Council prior to the meeting, be taken as read and were signed by the Chairman as a correct record.

197. Reports from the Allotments Representatives

Manor House - Mr Chris Bromwich

There are still some outstanding issues on trees. The Clerk will forward a copy of the relevant pages of the tree audit to Mr Chris Bromwich.

Jacketts Field - Mr John Kersey

Damage to the fence at the Summerhouse Way end of the allotments has created foot holes which could enable unauthorised access. A water tank by plot 22 is not connected to the site water services and the stagnant water attracts mosquitos in the summer, location and disposal of the tank to be considered. Overhanging tree by plot 5 to be trimmed back. Works Team to strim the grass and adjacent footpaths on the plots taken out of use by the wild service tree, to be included in Works Team routine works list.

The Facilities Manager will review these items with the Works Manager when he returns from leave.

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Mr John Kersey, who had been leading the volunteer work on the Primrose Hill Community Orchard, reported that the two trees damaged by vandals would be replaced in early December.

The Clerk was asked to circulate an electronic copy of the Tree Risk Assessment report to members.

198. Reports from the Sports Representatives

Mr Keith Gissing

The bowls season is now ended. Nothing further to report.

199. Reports from the Halls Representatives

Mr Peter Warman

Discussions between the Henderson Hub Working Group and the Managing Trustees on lease arrangements are ongoing.

200. Leisure Committee Representatives

It was proposed by Councillor Sara Bedford, seconded by Councillor Gloria Keaveny and **RESOLVED** that Councillor Jane Lay should take over as Chairman of the meeting for the consideration of Halls Representatives nominations, as Councillor John Wyatt had previously declared an interest.

It was proposed by Councillor Gloria Keaveny, seconded by Councillor Sara Bedford and **RESOLVED** that the following nominations for Leisure Committee Representatives be agreed.

Allotments (1 rep/site)

Manor House - Chris Bromwich

Jacketts Field - John Kersey

Kingsfield - Vince Watts

Primrose Hill - Robert Stimpson

Sports Representatives (2 reps)

Langleybury Cricket Club - David Anderson

Abbots Youth Football Club - Gerry Kilbane

Halls Representatives (2 reps)

Abbots Langley Gilbert & Sullivan - Karen Stocker

Various theatrical groups and local societies - Amanda Bate

Members thanked Mr Keith Gissing and Mr Peter Warman who were standing down as representatives for their service.

The Clerk will write to all nominees to confirm the appointments, which will be for two years, not four as mentioned in the request for nominations.

The committee Chairman and Clerk will hold a brief meeting with all representatives at 19:00, prior to the next Leisure Committee meeting to discuss the role, working protocols and meeting attendance.

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201. Budget 2015-2016

i. Key Projects

Manor House building - Set priority to 3.

MuGA - Members agreed to site meeting.

Benches - set budget provisions of £4,000. "Sponsor a Bench" to be considered at a future meeting.

Public Drinking Fountains - Set priority to 4.

Play Areas - To be amended to note requirement, longer term, for refresh of Bedmond play area.

Depot project - Set priority to 3.

ii. Budget

Members considered the committee pages. The Clerk advised there was work in progress on Works Team cost allocation and other headings.

Various additions were requested and these are detailed elsewhere in the minutes.

The Clerk was asked to write to Three Rivers District Council and ask what contribution other Parish Councils make to the summer play scheme.

The Facilities Manager will again review the heating controls in Henderson Hall as the temperature appears high to many users.

iii. Fees and Charges

Members noted the above and considered the increases proposed appropriate in light of the general cost increases and inflation levels.

Officers will check the detail and bring back a final version for committee approval at the December meeting of this committee.

202. Car Parking

i. Manor House

It was proposed by Councillor Jane Lay, seconded by Councillor Gloria Keaveny and **RESOLVED** that the report on car parking management and the implementation of a "free hours" parking model, with enforcement, for the Manor House be accepted.

The Clerk was asked to make budget provision of £13,000 to cover the implementation and first year running costs for both the Manor House and Primrose Hill car parks. The installation at the Manor House car park would be the priority.

Officers were asked to bring an operating protocol back to the February meeting of this committee.

ii. Langleybury Playing Fields

Members deferred any decision on parking arrangements on the above.

District Councillor Chris Whatley-Smith had offered to broker a meeting with interested parties to try and find a negotiated solution. Members agreed to wait until those discussions had taken place before reaching a decision.

iii. St. Paul's Langleybury

Members noted the proposed remedial works by Hertfordshire Highways on the car park outside the church, which were scheduled for 2014-2015 and County Councillor Chris Hayward's offer to fund fencing from his Highways Locality Budget.

iv. Bedmond Playing Fields

Members supported the use of the playing fields car park as part of a "Park and Stride" scheme to reduce congestion around the school during the start and end of the school day.

Officers will work with Three Rivers District Council on appropriate signage.

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v. Primrose Hill Car Park

Members noted the future costs for ensuring the car park surface remains in a robust condition.

203. Event Planning Requirements

Members noted the final draft of the above, which will be published on the “Event Planning” pages on the Parish Council’s website.

The Clerk will write to all clubs, drawing their attention to the final version and pointing out the potential liabilities the club may face if they do not seek appropriate permission when organising events on Parish Council grounds.

204. Countryside Management Service

The Clerk was asked to contact the above to review costs and a scope of works for the production of a Management Plan for initially the “New English Wood” and also the whole of the Manor House estate.

This will be added to the Key Projects report.

205. Langleybury Playing Fields - Pest Control

It was proposed by Councillor Sarah Bedford, seconded by Councillor Jane Lay and **RESOLVED** that permission be granted to Langleybury Cricket Club to carry out a pest control programme on the above site.

The programme to be limited to a window of twenty one days and the Clerk and Facilities Manager to work with the contractor to ensure all appropriate procedures and documentation is in place before any programme commences.

206. Clerk's Report

Members noted the initial discussions that had taken place with The Elms on tennis provision at the Manor House.

Further meetings are scheduled and officers will report back to this committee on progress.

The meeting closed at 9.48 pm.

Signed: _____

Dated: _____