

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

7th February 2018.

To Members of the Leisure Committee

Councillors: Sara Bedford, Jean Bowman, Jane Lay, Robin Powell, Hitesh Tailor, Alison Ward & John Wyatt (Chairman).

The next meeting of the Leisure Committee will be held at the above address on Wednesday 14th February 2018 at 7:30 pm when your presence is summoned for the purpose of transacting the business outlined below. The press and public are welcome to attend the meeting.

Tim Perkins
Clerk to the Council

AGENDA

1. **Apologies for Absence**
To receive and accept apologies for absence.
2. **Declarations of Interest**
To receive declarations of interest in items on the agenda.
3. **Public Participation**
To note if any members of the public have requested to speak at this meeting, in accordance with the Parish Council's Public Speaking Arrangements.
4. **To confirm the Minutes of the Meeting held on**
13th December 2017.
5. **Reports from Allotments Representatives**
To receive reports from the Allotments Representatives.
6. **Reports from Sports Representatives**
To receive reports from the Sports Representatives.
7. **Key Project Updates**
 - i. Manor House Toilet Block.
 - ii. Manor House Water Fountain.
 - iii. Electric Vehicle Charging Points.

(Clerk's report item 1i-1iii and enclosed report on the toilet block.)
8. **Summerhouse Way Garages**
To consider the report from the Clerk. (Clerk's report item 2.)
9. **Play Area Inspections**
To consider the report from the Clerk. (Clerk's report item 3.)
10. **Manor House MuGA Refurbishment**
To consider the report from the Clerk. (Clerk's report item 4.)

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11. Manor House - Escape Route/Office Window

To consider the report from the Clerk. (Clerk's report item 5.)

12. Abbots Improvement Group

To consider the annual report from the above. (enclosed)

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1. Key Projects Update

i. Manor House Toilet Block

Following further discussion with Danfo the major supplier of bespoke toilet systems two options have been reviewed for the Manor House.

Option one is the installation of a built in DDA compliant unit in the existing toilet space in the Manor House building, cost c. £43,800.

Option two is a stand-alone unit as previously discussed, cost c. £100,000.

The enclosed report details the options in more detail. Credit to the Facilities and Works Manager who have put considerable work into this project.

The stand-alone unit design is shown for illustration only, but being wooden it is in keeping with the area, other designs are available.

ii. Manor House Water Fountain

The above has been delivered and will be installed once the risk of frost has passed. This will probably be later this month or early March, ahead of the Easter school holidays.

iii. Electrical Vehicle Charging Points

Three Rivers District Council are still reviewing options. As members may have picked up from the press this is a fast changing market and equipment, payment and other options are changing frequently.

It is still hoped that the main car park will be one of the sites chosen for charging points, but until that is finalised it is appropriate that the Parish Council holds off considering options for other car parks.

2. Summerhouse Way Garages

The above has been used as a general store for old Works Team equipment. It has been recently cleared out as there were no items of use or value. There were a number of break ins over the summer and as previously reported the police issued a caution to a youth for the break ins.

The Parish Council holds the garages on a currently expired repairing lease from Three Rivers District Council. Works are required to:

Repair damage to the roof and ceiling, which was the point of entry for the break ins.

Install replacement external doors which are end of life.

Check and carry out remedial works to the electrics. (est. £1,000)

Install security shutters. (est. £1,600)

Install an intruder alarm. (consider)

Once these works have been carried out the building will be secure and a useful storage facility. It would be vital if works were to be carried out at the depot as a temporary base for equipment in day to day use.

We will report back when further costs are available.

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3. Play Area Inspections

As previously agreed by this committee inspection of our Play Areas is now undertaken by The Play Area Inspection Company (min. 418).

They have undertaken a comprehensive inspection and a further update inspection; any urgent items have been addressed but there are a significant number of other maintenance items to be completed. Some of these require specialist tools, equipment and training, as well as access to supplier spare parts.

We have asked CPCL (who constructed the Manor House and Bedmond play areas) to quote to carry out these remedial works to clear all of the defects highlighted.

We will report back when further costs are available.

4. Manor House MuGA Refurbishment

Following update from Ryan Watson, Sports Development Officer, Three Rivers District Council. (05/02/2017)

We have received back the tenders and appointed the contractors - ETC Sports Surfaces. ETC have completed work for Three Rivers DC in the past most recently at Eastbury Tennis Courts and Maple Cross Tennis Courts which were completed to a good standard so we are confident this will be the same.

The planning application has been submitted. This is in the name of the Parish Council name as landowner (similar to the play area application). This should hopefully be before the Planning Committee on 22nd-February. The designs have not changed from any previous discussion.

Works will commence in early March following an initial meeting with the project managers and contractors (and TRDC/ALPC staff). Project Manager is Ron Spence of Keegans who will be leading on this stage. Works will last for approx. eight weeks (weather dependent - this is due to certain conditions required for laying of tarmac, spraying the courts etc i.e. not too windy, no rain etc at different stages) but will be completed in advance of the carnival in June.

Following update on lease. (TfP 05/02/2018)

The draft lease to the Tennis Club is in progress, there have been no amendments since Parish Council approval. There have been delays due to the Tennis Club changing solicitors around November last year.

Penman Sedgwick have dug up a covenant in the freehold which requires certain permissions to be granted by Hertfordshire County Council. This is work in progress and I hope to have a bit more clarity by the meeting.

5. Manor House - Escape Route/Office Window

Following a recent review at Manor House it became apparent that in the event of a fire in the cooler room or general store area, anyone in the office would not have a clear point of exit. There is currently only a small window in the office.

Quotes are being sought to install a window in the office which will provide an emergency exit point and also improve the almost non-existent ventilation at that end of the building. The window will be single view and be protected by a roller shutter when the building is not occupied.

It is expected that budget will be available and the work will be progressed under delegated authority.

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