

Abbots Langley Parish Council

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3rd December 2021.

To Members of the Leisure Committee

Councillors Sara Bedford, Jean Bowman, Liz Burns, Ruth Clark, Jane Lay, (Chairman), Simon Stanley, Jon Tankard, John Wyatt & Roxanne Yau.

The next meeting of the Leisure Committee will be held will be held at *Tanners Wood Hall, School Mead, Abbots Langley WD5 OLA* on Wednesday 8th December 2021 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.

Isabel Montesdeoca
Chief Officer & 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 20th October 2021.
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. Allotment Tenancy Report
To consider the above report. (Clerk's report item 1, Appendix A - Allotments Comparison Report ^[1] enclosed.)
8. Budget 2022-2023
 - i. Key Projects 2021-2023
To consider the latest update of Key Projects and consider priority projects for 2022-2023 period, deferred for further review by officers from the October meeting (min 189a). (Key Projects report ^[1], Clerk's report item 2, Appendix B - Priority Projects 2022-2023 ^[1] enclosed.)
 - ii. Budget 2022-2023
To consider the latest revision of the committee pages for the above. (Committee pages from budget book v2b enclosed ^[1], and Clerk's report item 3.)
9. Allotments Beekeeping Agreement -
To consider the revised draft agreement for the above post discussion at the October meeting of this

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committee (min 191). (Enclosed ^[1], and Clerk's report item 4.)

10. Evergreen FC - FA Pitch Improvement Programme

To consider the draft pro forma agreement between Abbots Langley Parish Council and Evergreen FC with respect to the above. (Enclosed ^[1], and Clerk's report item 5.)

11. Clerk's Report

To consider items not covered elsewhere on the agenda.

- i. Manor House Skate Park (Clerk's report item 6.)
- ii. Abbots Langley Tennis Club - Club Supreme (verbal update.)

^[1] *Committee members only, others on request.*

[https://alpcouncil.sharepoint.com/sites/alpcbudgetsmeetingsplanning/shared documents/alpc meetings/alpc meetings 2021-2022/leisure committee/alpc-leisure-agenda-2021-12.docx](https://alpcouncil.sharepoint.com/sites/alpcbudgetsmeetingsplanning/shared%20documents/alpc%20meetings/alpc%20meetings%202021-2022/leisure%20committee/alpc-leisure-agenda-2021-12.docx)

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Clerk's Report - Leisure Committee - December 2021

1. Allotments Tenancy Report

Site	No. Plots	No. Plot Holders	No. Vacant plots	Total Payment Outstanding (as of 01/12/21)	Under process for no recent work	Oldest Vacant plot
Manor House	22	19	0	1	1	-
Kingsfield	53	46	3	10	TBC	26/03/2021
Jacketts Field	22	19	2	5	TBC	27/10/2020
Primrose Hill	28	26	1	4	6	27/09/2020

- Viewings for vacant plots are currently being scheduled.
- Inspections have been carried out for Manor House & Primrose Hill and tenants of unworked plots have been contacted to carry out maintenance or return keys if no longer required.
- Inspections for Kingsfield & Jacketts Field will be carried out in December.
- Outstanding payments are being chased and coming in slowly.
- Data correct @ 19/11/2021. Credit to the Council Admin Officer and Works Manager for this report and managing the allotment tenancy process that continues to be more difficult than in previous years due to the slow post-covid return.

Allotments Comparison Report

At the October meeting of this committee (min 192 iv), members requested officers to undertake a comparison of Abbots Langley Parish Council's allotments (size, pricing, additional services) vs those of other Parish Councils. The table in Appendix A provides the findings of this research. Thanks go to Office Staff for collecting all this information.

Based on this research, Abbot Langley Parish Council's rates appear to be on par with the average rates seen across other Parish Councils for similar size plots. While other Parish Councils offer a wider variety of plot sizes, smaller plot sizes have historically been hard to lease within Abbots Langley.

2. Key Projects 2021-2023

Ongoing projects that need considering at this meeting are highlighted on the Key Projects report.

Priority Projects 2022-2023

At the October meeting of this committee (min 189a), members deferred for further review by officers the list of priority projects to be considered for 2022-2023. Summary costings for these projects are shown below with further details per project provided in Appendix B.

Thanks go to the Facilities Manager and the Works Manager for compiling all of the necessary information in a short space of time.

Impact and urgency ratings have been provided to support members' prioritisation discussions. A high impact rating has been used for projects that would provide a strong and immediate benefit to residents or the environment. A high urgency rating has been used for projects that need to be initiated quickly either due to deterioration, end of life status, or long lead times.

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Priority Projects 2022-2023 Under Consideration - Report Summary

Key Proj. Ref.	Project	Est. Cost	Funding Source	Priority (Impact/Urgency)	Comments
3	Manor House Footpath (Dellmeadow-Standfield)	£19,437	Open Spaces Projects Earmarked Reserve	High Impact Medium Urgency	Quote 18/11/21 (excld VAT)
5*	Vehicles (Electric) <i>Note: Purchase of one EV to replace Community Warden vehicle approved at F&A Nov 2021 (min. 243)</i>	£90,000	Vehicles, Plant, Equipment Earmarked Reserve	High Impact High Urgency	Estimated Costs 02/11/21 Transit Equiv - £60,000 Community Warden Vehicle Equiv - £30,000
6*	Electric Vehicle Charging Points <i>Note: 6 charge points approved at F&A Nov 2021 (min. 243)</i>	£6,000	Vehicles, Plant, Equipment Earmarked Reserve	High Impact High Urgency	Estimated Costs 02/11/21 Charging Point £1,000 x6
8	Langleybury Play Area - Legacy Play Equipment	£2,200	Open Spaces Projects Earmarked Reserve	Medium Impact High Urgency	Quote 04/11/21 (excld VAT) Rubber Matting Repair: £1080 Equip. Sand & Paint: £1120
9	South Way Playing Fields - Car Park	£77,220	Car Park Refurbishment Earmarked Reserve	High Impact High Urgency	Quote 05/11/21 (excl. VAT)
12	a) Primrose Hill Footpath Lights b) Various Other Footpath Lights	£4,547 £2,051	Open Spaces Projects Earmarked Reserve	Low Impact Medium Urgency	Quote 08/11/21 (excld VAT) Quote 24/11/21 (excl. VAT)
17*	Equipment for Fitness Groups	£6,769	Open Spaces Projects Earmarked Reserve	Medium Impact Low Urgency	Estimated Costs (excl. VAT) for 6 pieces of equipment
19	a) Manor House Netball Courts* b) Tennis Courts / MUGA Flood Lights	£11,034 £TBC	Open Spaces Projects Earmarked Reserve	Medium Impact Medium Urgency High Impact Medium Urgency	Estimated Costs 29/11/21 (excld VAT) for one time surface prep, Net Ball Line marking x2, Net Ball equip x2, Pitch Divider x1. Quote Not Yet Received for Replacement of all lights with LEDs and creation of 3 circuits.
20*	Primrose Hill Orchard (Queens Green Canopy)	£21,162.92	Open Spaces Projects Earmarked Reserve	High Impact Low Urgency	Estimated Costs (excld VAT) for 20 trees, tree guards, 4 benches, 4 bins, Wild Flower seeds

* Additional details for these projects are provided in Appendix B.

3. Budget 2022-2023

The commentary provided in my report to the October meeting of this committee and also to the October & November F&A committee meetings cover all the main budget topics. Members may want to refresh their memories ahead of the meeting. The reports are all appended to the agendas published on the website.

Updates in this version (v2b):

- This version of the budget reflects a 6% increase in the budget for maintenance and repairs to reflect the 6% increase in RPI as reported by ONS to the period ending in October. The cost of goods is expected to continue to climb and it is prudent for the council to reflect this in the 2022-2023 budget.
- This version of the budget reflects a slight increase in the cost of energy and fuel (move from 10% in previous version to 12% in current version) to reflect the 12% increase

currently being seen. This increase in energy and fuel prices is expected to continue throughout the coming year.

- Income Assumed Data v6 (p.25) reflects line of sight bookings for Q4 as of mid- November 2021. This data may be adjusted again once the impact of government measures linked to the Omicron variant become clearer.

4. Allotments Bee Keeping Agreement

In the October meeting of this committee (min 191), members asked officers to amend the agreement to incorporate feedback received and make the revised agreement available to Abbots Langley Parish Council allotment holders. Although the urgent need for a pilot beekeeping agreement has now disappeared, officers recommend the Council continue to consider this revised agreement in order to have it in place should the need arise in the future.

5. Evergreen FC - FA Pitch Improvement Programme

Progress has continued in drafting of the pro forma agreement to support the above. Positive feedback has been received from the Football Foundation on the shape of the pro forma and the expectation is that it will be acceptable to the FA.

The Clerk, Works Manager, and Evergreen FC have worked together to clearly outline the pitch maintenance services that will continue to be provided by the site owner, Abbots Langley Parish Council, vs the additional pitch maintenance services to be provided by the Football Club and funded through the FA grant. This clarity is paramount to ensure that the maintenance services the Parish Council provides to all the football pitches it owns remains consistent.

The list of additional pitch maintenance services required has been based on the recommendations made in the May 2019 pitch improvement program report commissioned by Evergreen FC. Next steps are for Abbots Langley Parish Council and Evergreen FC to finalise the pro forma agreement and for Evergreen FC to commence the grant application process.

6. Manor House Skate Park

The Facilities Manager has been in contact with the company that originally laid the concrete for the Manor House Skate Park. Representatives of the company have now given us permission to undertake minor but urgent repairs without risk of invalidating the warranty. They have also provided details of the material they would use for the repairs. We will keep in contact with them throughout.

Our repairs will be limited to the small holes, breakaways and cracks over the park with small areas being cut away, squared off, and refilled with the repair product they are suggesting. Our goal is to fill the holes and gaps to make the skateboard park safe to use for our skateboarders. These repairs will be undertaken by the Works Manager. These types of repairs, however, can only be undertaken during a dry and relatively warm period which means we will likely not be able to do these now until the new year.

Representatives of Freestyle Places agreed that one of the half bowls at the furthest point on the park is in need of major repairs. The aggregate that is in the concrete has raised to the top and is showing through quite severely, that in turn will mean that it will most likely crumble and break out as it has done in places already. Freestyle Places have said they are happy to have one of the original team take a look at the park early next year and make suggestions as to how more substantial repairs could be made to stop the damage continuing.

We are pleased that after this length of time there is a plan to resolve the immediate issues and we consider this is the best solution at this time. Many thanks go to the Facilities Manager for this positive outcome.

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