

Abbots Langley Parish Council

Minutes of the Leisure Committee Meeting held on Wednesday 18th April 2018 at 7.30 pm in the Council Offices, Langley Road, Abbots Langley.

Those present:

Chairman:	Councillor John Wyatt
Vice Chairman:	Councillor Jane Lay
Councillors:	Councillor Liz Burns (in attendance, non-voting) Councillor Jean Bowman Councillor Robin Powell Councillor Hitesh Tailor
Also Present:	Mr Robert Stimpson - Allotment Representative Mr Vince Watts - Allotments Representative
Officers:	Tim Perkins - Clerk to the Council David Abbott - Facilities Manager Mark Ellis - Works Manager

The meeting opened at 7:30 pm.

403. Apologies for absence

Apologies were received, accepted and recorded from Councillors Sara Bedford and Alison Ward (unavailable).

Mr Chris Daily and Mr Tim Denyer, Sports Representatives, Mr John Kersey and Mr Chris Bromwich, Allotment Representatives had advised the Clerk that they would be unable to attend the meeting.

404. Declarations of Interest

None.

405. Public Participation

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

406. Minutes of the Meeting

It was proposed by Councillor Jane Lay, seconded by Councillor Liz Burns and **RESOLVED** that the minutes of the meeting held on 14th February 2018, 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.

407. Reports from the Allotments Representatives

Kingsfield - Mr Vince Watts

Plots being worked now the weather has improved. Nothing to report.

Primrose Hill - Mr Robert Stimpson

Lots of activity recently.

The Works Manager advised vacant plots were being offered to prospective tenants.

Prior to tenants taking over the Works Team would allocate one hour labour on plots that were overgrown.

408. Reports from the Sports Representatives

None present.

409. Tanners Wood Hall

i. External Power Supply

Members noted the report from the Clerk and agreed that it would not be an appropriate use of funds to install an external power supply solely for the use of one event a year.

ii. Fire Exit Roller Shutters

Members agreed that external electrically powered shutters should be installed on the fire doors to reduce anti-social behaviour in the area and the recessed door voids being used as a urinal. Officers will proceed under delegated authority, costs c. £2,300.

iii. Defibrillator Vandalism

Members were very concerned about the recent vandalism to the defibrillator cabinets at Tanners Wood Hall and Manor House.

Members felt it appropriate that if arrests were made then the matter should proceed to court, as this vandalism of life saving equipment was so serious.

Members agreed that CCTV should be installed at the hall. Officers will proceed under delegated authority. Cost estimate c.£1,000.

410. Millennium Gardens - Poppy Memorial

Members supported the idea of a memorial in the above, type, size and location to be considered.

The Facilities Manager will arrange a meeting with interested parties with a view to bringing design options and costs to the Annual Council Meeting in May.

The Lions Club of Watford and the Rotary Club of Watford will be approached for donations.

411. Manor House

Members agreed that the rear access slope and steps to the Manor House did require remedial works. Cost estimates were being sought and officers will proceed under delegated authority.

412. Key Projects Update

i. Manor House Toilet Block

Members considered the detailed report from the Facilities Manager on options for a public toilet facility on the Manor House playing fields.

It was proposed by Councillor John Wyatt, seconded by Councillor Jane Lay and **RESOLVED** that a DANFO Modulet unit be installed in the Manor House to convert the current toilet unit into a modern useable facility.

Officers were asked to finalise the proposal with a view to bringing this to the Annual Council Meeting in May for approval. The Clerk advised that the most appropriate source of funding would be the Community Infrastructure Levy as this was time bound and required expending within five years of receipt.

Final issues officers were asked to address in the project specification were:

- Can the wall in the design be moved to create more space improving access and manoeuvring space for wheelchair users and helpers.
- What facilities could be made available for parents with older children that require a changing area? Possibly a pull-out mat as parents on their own cannot necessarily lift older children onto a higher changing area.
- Options for cleaning costs of using own or contract staff.

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ii. Manor House Water Fountain

The internal pipework has been completed, including a flow meter.

Installation of the fountain has been delayed due to the cold, then wet, weather making concreting and groundworks impossible.

The Works Manager expected the unit will be installed with two weeks.

iii. Play Area Remedial Works

Members noted the remedial works that were in hand.

The Clerk advised that just prior to the meeting he had received a report on the condition of the vertical wooden trunks in the Southway play area. There had only been a chance to scan read this prior to the meeting.

The report highlighted a number of issues related to rot at the base of the trunks, but clearly stated there was no risk of them falling. Officers will review the report in detail and follow up with Three Rivers District Council who commissioned the report.

Members asked for a full “issues and costs” report on the Southway play area be prepared for the next meeting.

413. Leases

Members noted the Clerk’s report on the leases from Three Rivers District Council on the Summerhouse Way Garages and the Jacketts Field allotments.

The Clerk has advised the Parish Council’s solicitors and Three Rivers District Council that the Parish Council is in a position to proceed on these matters, subject to final terms being agreed.

414. Staffing Update

Members noted the Clerk’s report on staffing and the appointment of a Leisure & Administration Officer who will ultimately take responsibility for the meetings of this committee, subsequent actions and the committee’s portfolio including bookings, sports pitches, allotments, etc.

The meeting closed at 8.43 pm.

Signed: _____

Dated: _____