

Abbots Langley Parish Council

Minutes of the Leisure Committee Meeting held on Wednesday 24th August 2022 at 7.30 pm in Council Chambers, Abbots Langley Parish Council, Council Office, Langley Road, Abbots Langley, WD5 0EJ.

Those present:

Chairman: Councillor Jane Lay

Councillors: Councillor Sara Bedford
Councillor Ruth Clark
Councillor Simon Stanley
Councillor John Wyatt

Also Present: Mr Chris Bromwich -Allotment Representative (MH)
Mrs Tricia Buttress - Allotment Representative (KF)
Mr Mark Ward - Sports Representative

Officers: Isabel Montesdeoca - Chief Officer & Clerk to the Council
Mark Ellis - Works Manager
Rebecca Finlay - Leisure & Council Administration Officer
(Sep 2022)

The meeting opened at 7:30 pm.

123. Apologies for absence

Apologies were received, accepted and recorded from Councillor Jon Andrews and Councillor Liz Burns (both unavailable).

Allotment Representative (PH) Rob Stimpson and Sports Representative Tim Denyer also sent their apologies.

124. Declarations of Interest

None.

125. Public Participation

None.

126. Minutes of the Meeting

Correction to Allotment Representative's report on Primrose Hill allotment. The report should state the representative informed the meeting that plots 3,19,21 and 28 had not been worked, not plots 2, 19 and 28.

It was proposed by Councillor Ruth Clark, seconded by Councillor Simon Stanley and RESOLVED that the minutes of the meeting held on 22nd June 2022, copies of which had been sent to all members of the Parish Council prior to the meeting, be taken as read with the above amendment and were signed by the Chairman as a correct record.

127. Reports from the Allotments Representatives

Primrose Hill - Mr Rob Stimpson

(Update provided via email prior to meeting)

Inspections - Following your email last week re the current situation of the various plots I inspected them on 22nd August 2022. Plots 19, 21, 28 remain unworked. Plot 2 has had significant work done during the last week lots of weeding and tidying of the plot. Also plot 3, highlighted by me last meeting, has had significant planting weeding and suppressant applied in the last 2 weeks. Plot 21 has 5 foot high weeds and was apparently given up by previous plot holder last year but remains unworked all this year? And is not mentioned in your report I believe it may have

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allocated but nothing has been done all year. I agree with the report re the plots that need monitoring I would also add plots 13 and 15 to that list.

Prizes - On the 8th August my fellow reps and I judged the 4 sites and have selected our prize winners. One new award was added for most improved plot.

Manor House - Mr Chris Bromwich

All plots being worked bar one vacant plot. Squirrel damage this year is lower than in previous years. Barbed wire defences seem to be working.

Kingsfield - Mrs Tricia Buttress

Confirmed three vacant plots. Noted that two plots that had received letters post last inspection have already cleaned up their plots. Also noted that a mix up had been identified between plot 15A and 15B inspections. Clerk confirmed is being rectified and letters sent to the tenants.

Works manager confirmed the Council is investigating options to replace the plot number posts across all allotment sites as they have become old and rotted. Allotment reps reminded members that according to the tenancy agreement "*Tenants are to provide, fix and maintain in good condition in a conspicuous position on the front of their plot a small board bearing clearly the plot number of the allotment garden*".

128. Reports from the Sports Representatives

Mr Mark Ward

Clubs are now preparing for the new season. Adults started 3 playing 3 weeks ago. Youths start mid-September.

Mark thanked the Council for the work done to resurface the carpark at South Way. The car park is greatly improved and the work done by the contractors to complete the work in 2 weeks is much appreciated.

Mark requested members consider allowing football clubs to pay their pitch fees in instalments as many new teams have joined increasing the amount due. Annual clubhouse leases also come due at this time placing more pressure on the clubs reserves. Also the football clubs are allowing families to pay club membership fees in two instalments, September and January, if they cannot afford to pay the full amount in September.

The Chief Officer & Clerk agreed to speak with the Finance Officer & Deputy Clerk, and the Bookings & Front Desk Officer to see if payment of pitch fees in two instalments, September and January, could be accommodated this year.

The FA Foundation grant Evergreen received to improve their pitches has been deferred to February 2023 due to an issue in finding a contractor to do the work. The Works manager recommended starting to look for viable contractors in November / December 2022. Evergreen is still exploring options for water supply to allow the watering of the pitches once the work is done.

Mark raised a concern regarding the large tree overhanging the 3G pitch at South Way. The tree is protected by a TPO and was last inspected in 2020. Mark feels the tree is grown significantly and needs to be reduced.

Councillor Sara Bedford suggested contacting TRDC to discuss likelihood of getting approval for a percentage reduction (e.g. 25%) of the crown prior to engaging an arboriculturist. Works manager agree to contact TRDC.

129. Allotment Tenancy Report

Members noted the report and thanked the Leisure & Council Administration Officer and Works Manager for their ongoing efforts in this area.

The Chief Officer & Clerk agreed to share additional details on the waiting list breakdown at the next meeting.

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Councillor Sara Bedford shared that she is exploring land options for the provision of additional allotments longer term.

130. Bookings Update

Members noted the bookings update and thanked Officers for the report.

Members suggested additional signage / print advertising be put up as not all residents are aware the Manor House is available for hire. The Chief Officer & Clerk confirmed that flyers are being placed in all notice boards across the parish to advertise all three ALPC venues for hire.

Members also suggested additional signage was need to clarify entrance for Manor House vs entrance for ALPC Cricket Club as some residents believe the entire building belongs to the cricket club.

131. Key Projects 2022-2024

Members noted the latest updates on the Key Projects report and the proposed priority projects for consideration in the 2023-2024 budget.

The Chief Officer & Clerk reminded members that CIL money expiring in October 2023 will need to be allocated in this budget planning cycle. Members discussed using CIL money for Manor House Footpath (KP11) and Primrose Hill Footpath (KP17).

Members agreed to the list of proposed priority projects and their inclusion in the first draft of the 2023-2024 budget for review at the next Leisure Committee meeting. Officers will obtain updated quotes as part of the budgeting process.

Members requested an update on the Primrose Hill Changing Rooms (Repair Shed) project (KP10). The Chief Officer & Clerk has had no further contact from the project team at this time.

**All numbers refer to Key Projects list 2022-2024.*

132. Recreation Regulations Update

It was proposed by Councillor Simon Stanley, seconded by Councillor John Wyatt and RESOLVED that the draft Recreation Regulations v3.2 be approved with the addition of a ban of the use of amplified music.

Members also instructed the Chief Officer & Clerk to bring the topic back for review in April 2023 to determine how well the regulations are working, specifically with respect to the use of Council grounds by Physical Trainers.

The Chief Officer & Clerk reminded members the recreation regulations form part of the annual rental agreement signed by all clubs and part of the Community Event Application agreement signed by event organisers.

133. Fees & Charges 2022-2023

It was proposed by Councillor Ruth Clark, seconded by Councillor Simon Stanley and RESOLVED that the proposed amendments to the 2022-2023 Playing Fields & Sports Facilities Fees & Charges be approved.

134. Primrose Hill Orchard

i. Project Schedule

Members noted the ground preparation and planting schedule from the Works manager and thanked him for his work on this project.

The Works manager described the fruit varieties to be planted and the central oak. Seeding of grass has been delayed due to lack of rain. If rainfall does not increase then the seeding may be delayed until March / April 2023.

ii. Donations Price List

It was proposed by Councillor Jane Lay, seconded by Councillor Simon Stanley and RESOLVED that the donations price list v1.0 be approved.

The price list will form the basis of the donations list shared with members of the public wishing to donate a tree or other item to the project.

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iii. Planting Day

It was proposed by Councillor Ruth Clark, seconded by Councillor Simon Stanley and RESOLVED that a planting day be scheduled in November / December 2022 to mark the planting of the first tree in the Primrose Hill Orchard. A working group will be established comprised of members and officers to discuss arrangements for the planting day.

Councillor Sara Bedford recommended the Chief Officer & Clerk contact Sunnyside Rural Trust to see if they would like to be involved in the planting day.

135. Beacon Usage Policy

It was proposed by Councillor Sara Bedford, seconded by Councillor John Wyatt and RESOLVED that the draft Beacon Usage Policy v1.0 be approved.

136. Tennis Coaching Update

Members noted the interim report from GetSet4Tennis and thanked the club for their ongoing work in the parish.

Councillor Sara Bedford passed on the clubs thanks for the use of the courts and disabled toilets.

137. Ash Dieback Disease

Members noted the report from arboriculturist and the Works manager on the above and its impact on the trees on Manor House grounds specifically. Members also noted the tree surgeon's quote of £21,600+VAT to carry out the work recommended by the arboriculturist exceeds the budgeted amount approved for Tree Works in the 2022-2023 budget of £16,000 (code 7234).

It was proposed by Councillor Jane Lay, seconded by Councillor John Wyatt and RESOLVED that the overspend on the 2022-2023 budget be approved and the amount be taken from the Open Spaces earmarked reserve.

The Chief Officer & Clerk was instructed to make provisions in the 2023-2024 budget planning cycle and the following 4 years to account for the expected costs of removing additional Ash trees over a 5 year period and save money under the Open Spaces earmarked reserve towards the cost of replacing 1/3rd of the trees removed.

Councillor Simon Stanley noted additional work may be required to stabilise the ground around the old quarry in the Dell once the trees have been removed.

138. TRDC Playscheme

Members noted the report from TRDC Leisure Officer.

Councillor Sara Bedford raised a concern regarding high absence rates for funded places which a reported to be ~70% vs the absence rate for non-funded places of <5%. Funding is provided to activity providers based on booking, not attendance. More investigation is needed to identify what can be done to ensure the funding provided by ALPC for places is actually being used to support children who attend the camps.

Councillor Ruth Clark noted no activities are delivered in the Primrose Hill area. Councillor Sara Bedford noted 2 hour PlayRangers pop-up activities can be booked privately and could be considered in the future.

139. Committee Terms of Reference

It was proposed by Councillor Sara Bedford, seconded by Councillor Ruth Clark and RESOLVED that Leisure Committee Terms of Reference v4.02 draft be approved with one amendment to read 'The Committee will meet at least bi-monthly'.

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The meeting closed at 9:40 pm.

Signed: _____

Dated: _____