

Abbots Langley Parish Council

Minutes of the Leisure Committee Meeting held on Wednesday 19th April 2023 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 Liz Burns
Councillor Ruth Clark
Councillor Simon Stanley
Councillor John Wyatt
Councillor Roxanne Yau

Also Present: Mr Chris Bromwich - Allotment Representative (MH)
Mrs Tricia Buttress - Allotment Representative (KF)
Mr John Kersey - Allotment Representative (JF)
Mr Rob Stimpson - Allotment Representative (PH)
Mr Tim Denyer - Sports Representative

Officers: David Abbott - Facilities Manager
Mark Ellis - Works Manager
Rebecca Finlay - Leisure & Council Administration Officer
Isabel Montesdeoca - Chief Officer & Clerk to the Council

Not Present: Councillor Sara Bedford

The meeting opened at 7:30 pm.

395. Apologies for absence

Apologies were received, accepted and recorded from Councillor Sara Bedford.
Apologies also received from Mark Ward, Sports Representative.

396. Declarations of Interest

None.

397. Public Participation

None.

398. Minutes of the Meeting

It was proposed by Councillor Liz Burns, seconded by Councillor Roxanne Yau and RESOLVED that the minutes of the meeting held on 8th February 2023, 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.

399. Reports from the Sports Representatives

Tim Denyer

Mr Denyer asked if there was flexibility on the date when football is allowed to resume at the end of the summer. The Works Team Manager confirmed there is no flexibility. Play is only allowed to resume in September at the start of the new season.

400. Reports from the Allotments Representatives

Kingsfield - Patricia Buttress

Mrs Buttress reported that she has reviewed the Council's inspection reports and provided feedback from her review. In addition to the plots the Council called out, Mrs Buttress has provided feedback to the Leisure Officer regarding a few more plots that she feels could be added to the 'being monitored' list.

Abbots Langley Parish Council

Mrs Buttress also reported that the water trough previously noted continues to leak on and off. The Works Manager confirmed two troughs are sinking and need to be repaired. The work has been ordered and is being scheduled.

Primrose Hill - Rob Stimpson

Mr Stimpson reported he has reviewed the Council's inspection reports and sent his observations to the Leisure officer post his inspection. Most plots are looking well at this stage.

Jacketts Field - John Kersey

Mr Kersey reported he has reviewed the Council's inspection reports and sent his observations to the Leisure & Council Administration Officer post his inspection. Mr Kersey asked for more information regarding the water theft reported at this site in the minutes from the previous meeting. The Works Manager provided a recap and shared that the person had called the Council Office and been made aware that there is no agreement in place or permitted to allow for external use of the standing water pipe at this allotment site.

Manor House - Chris Bromwich

Mr Bromwich shared that he had inspected the plots and all plots are being worked to a greater or lesser extent. Mr Bromwich said he had spoken to the Works Manager regarding the need for a new 'No Parking' sign. The Works Manager confirmed this was in progress.

Mr Bromwich also highlighted the need to close the gap under the fence to the allotments as it seems a large animal continues to enter the allotments via this gap.

401. Allotment Tenancy Report

Members noted the report and thanked Officers for their work on both the report and the allotments. Members also thanked the Officers for the new number posts installed at each of the allotments.

The Leisure & Council Administration Officer highlighted there are 0 vacant plots at this time. There are 52 people on the waiting list (23 for specific sites only).

The Leisure & Council Administration Officer confirmed allotment inspections were done at the end of February (Manor House, Jacketts Field, Primrose Hill) and end of March (Kingsfield). Letters have been sent out to those whose plots require immediate attention.

402. Bookings Update

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

The Works Manager provided an update on the repairs to Tanners Wood Hall. Repairs to the floor have already started, repairs to the ceiling are booked in, and a check of the heating / air conditioning system is scheduled. A number of other outstanding issues reported to Watford Community Housing Trust (WCHT) prior to the flooding (Caretaker's office leak damage, storage cupboard leak damage) are also being resolved at the same time. WCHT will also schedule a deep clean of the site prior to handover. The hall is expected to re-open at the end of April.

Members thanked the Works Manager for his continued efforts to get Tanners Wood Hall re-opened as quickly as possible.

The Chief Officer & Clerk shared that the Council has lost £639 in income from Tanners Wood Hall due to cancelled events as a result of the closure. This does not include loss of income due to new bookings that would have been expected during this time period. Members asked if the loss of income could be claimed from the insurance. The Chief Officer & Clerk stated that WCHT's insurance provider would not cover a claim against loss of income for a tenant. This would have to be claimed on the Council's insurance.

Abbots Langley Parish Council

403. Venue Hire Terms & Conditions

Members considered the updated venue hire terms and conditions policy. The main changes related to the addition of deposit requirements for hirers seeking to book a series of events at once, and an update of card payment terms and conditions.

It was proposed by Councillor Liz Burns and seconded by Councillor Simon Stanley and RESOLVED that the Venue Hire Terms & Conditions v2.0 be adopted. The Chief Officer & Clerk is empowered to make any minor changes required going forward.

404. Play Area Maintenance and Repairs

i. Zip Lines

Members considered the quotes provided by PFL Group to repair the zip lines at Manor House, South Way and Bedmond play areas. These repairs were called out as 'Moderate' (need attention asap) in the Council's latest play area inspection by the Play Inspection Company.

Members noted that the cost of these repairs exceeds the annual amount in the Play Areas budget for 2023-2024 for repairs and maintenance.

It was proposed by Councillor John Wyatt seconded by Councillor Ruth Clark and RESOLVED that the cost of repairs of the zip lines at Manor House, Bedmond, and South Way play areas be taken from the Open Spaces Earmarked Reserves.

ii. Wet Pour

Members considered the quote provided by PFL Group to repair the safety surface at Bedmond play areas. The damage to the safety surface was due to vandalism and was reported to the police. The police have enquired about placing CCTV at the location, however there is no power there.

Members noted that the cost of this repair exceeds the annual amount in the Vandalism budget for 2023-2024.

It was proposed by Councillor Liz Burns and seconded by Councillor Simon Stanley and RESOLVED that the cost of the repair of the safety surface at Bedmond play areas be taken from the Open Spaces Earmarked Reserves.

Members recommended money be set aside on a yearly basis to replace aging play area safety surfaces. The surface used becomes vulnerable to vandalism as it dries out. Officers agreed this could be done as part of the Open Spaces Earmarked Reserve budget in the next budget.

405. Football Pitch Maintenance

Members noted the Works Team Manager's pitch maintenance schedule for 2023-2024. Members thanked the Works Manager for the work he has done to prepare this schedule.

Members noted that all teams have received a letter reminding them the ALPC end of season date is 15 May 2023, and that no organised play (matches or training) is permitted during the off-season. The new season will start in September, 2023.

The meeting closed at 8:07 pm.

Signed: _____

Dated: _____