



SANDHURST TOWN COUNCIL

COUNCIL OFFICES
SANDHURST MEMORIAL PARK
YORKTOWN ROAD
SANDHURST, BERKSHIRE
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Executive Officer
Angela Carey

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All Leisure Committee Meetings are open to the Public and Press.

Dear Councillors Mrs J. Bettison (Chairman), P. Bettison, A Blatchford,
Mrs S. Davenport, J. Edwards (Vice Chairman), Ms G. Kennedy, R. Limbu,
R. McKenzie, Mrs M. Mossom, R. Mossom, P. Panesar, J Porter, M Sanderson.

You are hereby summoned to attend a meeting of the **Leisure Committee** to be held in the **Kitty Dancy Room, Sandhurst Community Hall Complex, Sandhurst**, on **Thursday 19th January 2023 at 7.30pm** for the purpose of considering and resolving upon the subjects and matters set out in the agenda below.

Angela Carey (Executive Officer)

1. Apologies for absence

To receive and approve apologies for absence.
(Procedural item)

2. Members' interests

To receive any declaration of interests from Members on the business to be transacted.
(Procedural item)

3. Minutes of Leisure Committee

To receive and confirm the Minutes of the proceedings of the Leisure Committee held on 17th November 2022 (pages 1336-1341) as a true and correct record. (Decision item)

4. Outdoor Gym Equipment

To receive an update from the working group and to consider installing an outside gym.
(Decision item)

5. Large Events

a) To receive an update on the Freedom March Event following the meeting of the working group. (Decision Item)

b) To consider the provision of the following events prior to the budget review

- Summer of Fun – 4th August 2023. (Decision item)
- Fireworks – 28th October 2023. (Decision item)

6. Tennis Courts

To receive the recommendation from the Fees and Charges Group further to resolution 2783 concerning the use of the Tennis Courts for business purposes. (Decision item)

7. Cricket & Football field sharing

Further to resolution 2786, to receive the proposal from the clubs involved concerning the arrangements for the sharing of the pitches between the Cricket Club and Football Clubs on the field by the Cricket Clubhouse. (Decision item)

8. Repairs to play equipment

To consider the repair and receive quotes for the damaged timber platform by the slide in the adventure playground at the Memorial Park (Annexe 1). (Decision item)

9. Silver Band Concerts on the Memorial Park

To receive a request from the Sandhurst Silver Band to perform concerts during the summer in Sandhurst Memorial Park following the success of last year's performances. (Decision item)

10. Requests for Memorial Benches

To consider two requests received from members of the public requesting permission to have commemorative benches in the Memorial Park (Annexe 2). (Decision item)

11. Drainage Issues

a) To receive an update and consider further action concerning the issue with the drainage by the entrance to Brookside Meadow (Annexe 3). (Decision item)

b) To receive information concerning the regular issue with the drain next to the Scout Hut that can result in sewage spillages and to consider any actions that STC may wish to take in relation to the issue that remains unresolved by Thames Water (Annexe 4). (Decision item)

12. Planting by the Scout Hut

To receive a request from the 3rd Sandhurst Scouts to plant wildflowers and fruit trees in the area by the Scout Hut (Annexe 5). (Decision item)

13. Budget Review

To review the Leisure Committees budget for 2023/24 ahead of the budget setting meeting in February. (Annexe 6). (Decision item)

14. Press and Publication Forward Plan

To review and add Leisure elements to the press and publication forward plan as required and to receive an update on recent press articles released by the LGA media communications team on behalf of STC. (Decision item)

15. Councillor Reports

To receive verbal reports or updates as required from Borough Councillors or Councillors representing Sandhurst Town Council on outside bodies. (Information item)

16. Sports Club

To receive an update from the Sports Club. (Information item)

17. Sandhurst Residents Association

To receive updates from the Sandhurst Residents Association. (Information item)

18. Sporting Clubs and Societies

To receive updates from any other sporting and recreational groups and associations present at the meeting. (Information item)

19. Next meeting

To confirm the next meeting date as 16th March 2023. (Procedural item)

ANNEXE 1: Timber Platform	
Meeting: Leisure Committee	Date: 19 th January 2023
Agenda item: 8	Author: EO

1. Purpose of report

To apprise the Committee of the need to repair the timber platform around the slide in the Memorial Park.

2. Background

The timber platform that leads to the slide in the adventure playground at the Memorial Park is severely damaged and in need of attention. The actual slide is still fit for purpose. This is currently not safe and has been closed down. It is beyond repair and will need replacing.

Two quotes have been obtained-

Quote A - £4770

Quote B - £6238

Both companies have quoted to remove and replace like for like. Both companies have been used by STC in the past.

The only other options are to replace the whole unit including the slide, this would be substantially more money or to remove this piece of equipment altogether. This would be a shame as it is very popular with the children.

3. Recommendation

To discuss and consider the replacement work.



ANNEXE 2: Memorial Benches	
Meeting: Leisure Committee	Date: 19th January 2023
Agenda item: 10	Author: Angela Carey

1. Purpose of report

To apprise the Leisure Committee of two requests received from members of the public to install Memorial Benches in the park.

2. Background

1. A request has been received from Mrs Nikki Treharne for a bench to commemorate her son Ethan. Nikki would like a bench for Ethan's friends to visit preferably by the basketball courts where he frequented so much and spent most of his youth. Nikki has been given the Commemorative Policy and has requested the Committee consider her request. Her response is below -

Ethan doesn't fit the criteria of a long voluntary service to the community though Being 15 at diagnosis is not something he could of achieved however the memorial park is where he spent most of his youth
Playing for Sandhurst football club since he was 4yo and completing his referees qualification with them at 14.
Spending many hours there with friends growing up and enjoying the facilities especially the basketball courts.

2. The below request has also been made by Pam Randall. A copy of the Commemorative Policy has been provided to Pam.

A very dear friend loved this park and used to meet up with friends and family there regularly. Sadly she has recently lost her short fight with Cancer at the young age of 39 years. We would love to commemorate her in a place she enjoyed and where her friends and family could continue to meet.

3. Recommendation

To discuss and consider the requests in line with the Commemorative Policy.

ANNEXE 3: Drainage at the entrance to Brookside Meadow	
Meeting: Leisure Committee	Date: 19 th January 2023
Agenda item: 11a	Author: EO

1. Purpose of report

To consider a solution for the continual laying of water that gathers at the entrance at the entrance to Brookside Meadow.

2. Background

After heavy rain a large puddle forms near the gate to Brookside Meadow. This is due to the gulley having no outlet for the rainwater to escape.

Further to resolution 2579 the work to install a soakaway and lay extra pipework was due to be undertaken by STC staff at a cost of circa £1500.00. Some of the materials were purchased and the work was planned for August/September 2022. Unfortunately the member of staff that had the expertise in this area and would have been overseeing the project has been off long term sick. Therefore, the work has not been commenced.

The situation is still the same with water laying at the entrance to the park by the barrier. This also causes issues for people trying to walk round the barrier on the grass.

I would like to ask the Committee to consider what action they would like to take-

1. STC staff undertake the work on return of the expert. There is no timeline available for this currently.
2. STC ask for quotes from contractors for the work to be undertaken.

I have spoken to a regular contractor who was on the park recently and he advised he would estimate it to be circa 20k.

Should STC opt to engage an outside contractor the materials purchased can be used elsewhere.

3. Recommendation

To discuss and consider the options given.



ANNEXE 4: Sewage Drain by Scout Hut	
Meeting: Leisure Committee	Date: 19 th January 2023
Agenda item: 11b	Author: EO

1. Purpose of report

To apprise the Committee of the regular issues that are occurring concerning the drain by the Scout Hut.

2. Background

The drain by the Scout Hut carries away sewage waste from the town to the sewage plant. This has been an issue for many years as from time to time, particularly when there is heavy rain the drain floods and sewage is flooded onto the area by the Scout Hut.

The 3rd Sandhurst Scouts have had a long ongoing complaint with Thames Water concerning this. Thames Water eventually replaced a valve that was found to be faulty and were told that this would rectify the situation.

The area is still flooding and there has been no further assistance from Thames Water.

It has been suggested by a Councillor that STC try to assist with this matter.

3. Recommendation

To discuss and consider how STC can assist with getting this problem satisfactorily rectified.

ANNEXE 5: Planting by Scout Hut	
Meeting: Leisure Committee	Date: 19 th January 2023
Agenda item: 12	Author: EO

1. Purpose of report

To apprise the Committee of a request received from 3rd Sandhurst Scouts

2. Background

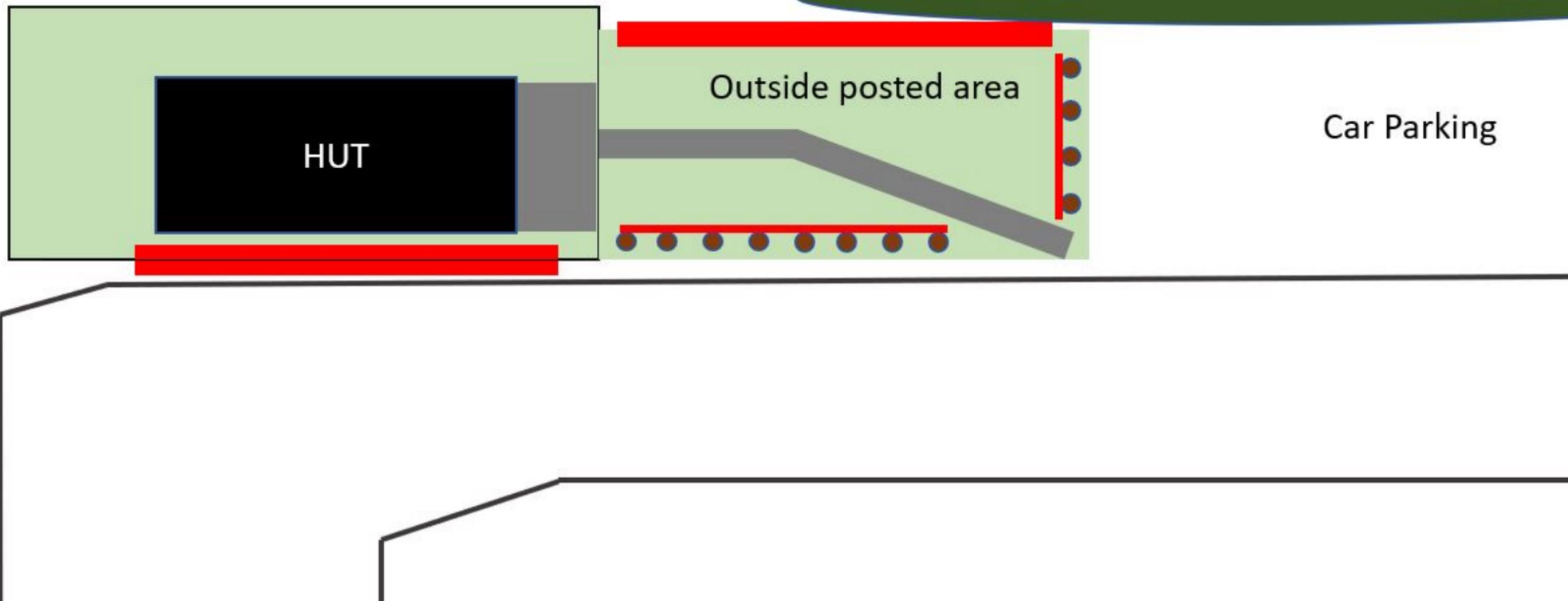
The below request has been received-

As part of our Cub programme we would like them to learn to plant some flowers (and maybe a fruit tree or two). I am not sure if we need your permission but best to check... To that end, are you happy if we plant spring bulbs / wild flower seeds on the edges of our compound area and possibly a fruit tree or 2 for them to keep an eye on, please?. I attach a rough map with the areas in red earmarked as potential spots - so all within our compound or on the fringes of. Small fruit trees would probably have to go against the fence closest to the allotments in order to get the sun and we'd plant them inside the fence (or with a guard if outside) to avoid vandalism. We'd avoid any areas that are mown by Nick and team, so they can ignore the planting (ie between the posts)
No cost to the council - we will fund everything.
Can you confirm if you are happy for us to proceed, please.

3. Recommendation

To discuss and consider how STC can assist with getting this problem satisfactorily rectified.

Allotments



Detailed Income & Expenditure by Budget Heading 13/01/2023

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
301 Leisure								
3177 Cricket Pitch Hire	1,713	2,494	1,200	(1,294)			207.8%	
3178 Football Pitch Hire	14,608	5,910	10,000	4,091			59.1%	
3179 Tennis Court Hire	1,384	3,444	1,500	(1,944)			229.6%	
3180 Tug of War Hire	120	65	0	(65)			0.0%	
3181 Leisure Misc Income	4,201	6,470	1,500	(4,970)			431.3%	
3182 Mast Rental	3,500	2,625	0	(2,625)			0.0%	
3185 Drainage recharged to clubs	744	744	700	(44)			106.3%	
3187 Firework Income	4,225	3,117	3,000	(117)			103.9%	
3190 Summer of Fun	0	19,135	0	(19,135)			0.0%	
Leisure :- Income	30,495	44,004	17,900	(26,104)			245.8%	0
3101 Salaries/Wages/N.I	108,248	106,220	113,815	7,595		7,595	93.3%	
3102 Mobile Phone	656	586	800	214		214	73.3%	
3104 Grounds Maintenance	7,143	11,262	17,600	6,338		6,338	64.0%	
3108 Marking Compounds	2,821	0	4,000	4,000		4,000	0.0%	
3109 Essential Expenses	4,398	6,420	4,500	(1,920)		(1,920)	142.7%	
3110 Hire of Machinery	119	55	1,700	1,645		1,645	3.2%	
3111 Shrub & Tree Maintenance	0	680	1,000	320		320	68.0%	
3113 Mole Treatment	0	0	500	500		500	0.0%	
3115 Bark Chippings/Play Surfaces	2,240	8,217	4,500	(3,717)		(3,717)	182.6%	
3116 Playpit Sand	0	0	1,000	1,000		1,000	0.0%	
3118 Play Equipment Parts/Repairs	3,654	1,292	8,500	7,208		7,208	15.2%	
3119 Skater Ramp Maintenance	6,000	4,000	6,000	2,000		2,000	66.7%	
3120 Servicing	7,189	5,448	12,000	6,552		6,552	45.4%	
3122 Fuel & Lubricants	2,656	2,399	5,000	2,601		2,601	48.0%	
3123 Equipment Reserve Fund	5,000	1,500	5,000	3,500		3,500	30.0%	
3124 Protective Clothing	1,748	1,102	2,000	898		898	55.1%	
3125 Sports Equipment	51	0	1,000	1,000		1,000	0.0%	
3126 Tools	273	4,250	500	(3,750)		(3,750)	850.0%	
3127 Drain Cleaning	0	0	1,000	1,000		1,000	0.0%	
3128 Drainage Management Pim	930	930	3,320	2,390		2,390	28.0%	
3130 Gardening	71	28	500	472		472	5.6%	
3145 Public Toilet Maintenance	3,814	49	1,000	951		951	4.9%	
3201 Vertidrainage	0	1,789	2,500	711		711	71.6%	
3206 Sandhurst Summer of Fun	3,830	24,259	4,500	(19,759)		(19,759)	539.1%	
3213 Police Point	0	0	300	300		300	0.0%	
3217 Ditch Clearance	1,850	0	5,500	5,500		5,500	0.0%	
3218 Essential Park Maintenance	11,666	567	30,000	29,433		29,433	1.9%	
3219 New Seats	801	0	1,000	1,000		1,000	0.0%	
3220 Waste/Dog bins	0	0	500	500		500	0.0%	
3224 Proactive Tree Surgery	5,118	2,200	3,000	800		800	73.3%	
3225 Music Event	0	24,928	25,000	72		72	99.7%	
3232 Fence Maintenance	202	0	1,000	1,000		1,000	0.0%	

Detailed Income & Expenditure by Budget Heading 13/01/2023

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
3237 Park Signs	212	285	300	16		16	94.8%	
3255 Green Flag Status	379	389	400	11		11	97.3%	
3269 Formal Gardens	0	0	200	200		200	0.0%	
3270 Garden Planters	0	0	200	200		200	0.0%	
3283 Groundstaff Welfare	0	0	500	500		500	0.0%	
3287 Skate Park extension	1,000	0	1,000	1,000		1,000	0.0%	
3291 Fireworks	15,137	17,844	18,000	156		156	99.1%	
3292 Playsurface painting	0	0	1,000	1,000		1,000	0.0%	
Leisure :- Indirect Expenditure	197,204	226,698	290,135	63,437	0	63,437	78.1%	0
Net Income over Expenditure	(166,709)	(182,694)	(272,235)	(89,541)				

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
903 Leisure reserves								
9201 Footpaths on park reserve	26,763	28,000	28,237	237		237	99.2%	
9203 New seats (leisure) reserve	0	0	229	229		229	0.0%	
9204 Park signs reserve	0	0	4,827	4,827		4,827	0.0%	
9205 Brookside Green reserve	0	0	17,000	17,000		17,000	0.0%	
9206 Car park reserve	0	0	50,000	50,000		50,000	0.0%	
9207 Formal gardens reserve	0	0	98	98		98	0.0%	
9208 Garden planters reserve	0	0	1,736	1,736		1,736	0.0%	
9209 Groundstaff welfare reserve	0	0	1,432	1,432		1,432	0.0%	
9210 Balancing pond reserve	0	0	9,411	9,411		9,411	0.0%	
9211 Skate park reserve	0	0	7,443	7,443		7,443	0.0%	
9213 Play surface painting reserve	0	0	7,876	7,876		7,876	0.0%	
9214 Equipment Reserve Fund	550	0	880	880		880	0.0%	
9215 Ditch clearance	0	0	8,348	8,348		8,348	0.0%	
9218 Park fencing reserve	0	0	12,350	12,350		12,350	0.0%	
9220 Music event reserve	0	2,000	54,792	52,792		52,792	3.7%	
Leisure reserves :- Indirect Expenditure	27,313	30,000	204,659	174,659	0	174,659	14.7%	0
Net Expenditure	(27,313)	(30,000)	(204,659)	(174,659)				