

HOUGHTON REGIS TOWN COUNCIL
Environment & Leisure Committee
Minutes of the meeting held on
18th September 2023 at 7.00pm

Present: Councillors: A Slough Chairman
J Carroll Substitution
E Cooper
E Costello
Y Farrell
W Henderson
T McMahan

Officers: Ian Haynes Head of Environmental &
Amanda Samuels Community Services
Administrative Officer

Public: 0

Apologies: Councillors: P Burgess

12544 APOLOGIES

Apologies were received from Cllr Burgess (Cllr Carroll substituted)

12545 QUESTIONS FROM THE PUBLIC

None.

12546 SPECIFIC DECLARATIONS OF INTEREST

None.

12547 MINUTES

To approve the minutes of the meeting held on 5th June 2023.

Resolved: To confirm the minutes of the Environment & Leisure Committee meeting held on 5th June 2023 and for these to be signed by the Chairman.

12548 TO RECEIVE THE MINUTES OF THE FOLLOWING WORKING GROUPS AND CONSIDER ANY RECOMMENDATIONS CONTAINED THEREIN

Members were requested to receive and approve Minutes of the Allotment Working Group meeting held on 11th July and to note the dissolution of the Allotment Working Group. Allotment Working Group 11th July 2023

Allotment Working Group 11th July 2023

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Resolutions of minute AWG104

- 1) To include a standing item on Allotments on the Environment and Leisure Committee agenda
- 2) To reinstate the Allotment Working Group as and when appropriate.

Resolved: To confirm the minutes of the Allotment Working Group 11th July 2023 and for these to be signed by the Chairman.

12549 TERRA CROFT LEISURE GARDENS UPDATE

Members received an update on the management of the Town Council owned allotments.

Members were informed that the waiting list exceeded capacity to a significant degree but that inspections had taken place in July and September. As a result of these inspections, it had been established that:

- 1) 26 plots had registered as Green.
- 2) 2 had received an Amber
- 3) 5 plots had registered as Red and two of these plots had been relinquished. The vacated Red plots would be cleared and reallocated.

One of the remaining plots registered as Red had been earmarked for the community garden; however, Members were advised that the area could be divided to create 6-8 plots for new starters or for those whose circumstances had changed.

12550 TITHE FARM RECREATION GROUND SPORTS PROJECT UPDATE

A verbal update was provided to members on the Tithe Farm Recreation Ground Sports Project.

Members were informed that works on the full-size pitch had commenced and that the window for completion would be before Christmas; however, this was weather-dependent as dry conditions would be essential for the laying of the carpet.

In addition, access arrangements had altered and access for the pitch construction would now be via Hillsborough Crescent. A temporary stone road would be put in place during the works as the most cost-effective method.

Residents had been advised of the temporary arrangements during the works and feedback suggested that the work so far had been less obtrusive than anticipated.

Resolved: To note the report.

12551 ANNUAL PLAY AREA INSPECTION

Members were provided with the outcomes of the annual play area inspection.

The Town Council was legally responsible for ensuring that play areas were fit for purpose. Annual inspections were required for insurance purposes, and these inspections were carried out by independent assessors, the Play Inspection Company. The play areas had been rated according to categories of risk with one site rated as medium risk and the remainder assessed as low risk.

Monthly inspections would be required thereafter, but these could be carried out by HRTC staff member registered as RPII.

12552 INCOME AND EXPENDITURE REPORT

Members were provided with the income and expenditure report for the Environment & Leisure Committee date, highlighting significant variances.

In relation to budget line 291-4011, Outside ^{Services} Surfaces, it was confirmed that the rates had been paid in full but there had been a significant overspend; therefore, this should be budgeted for the new financial year.

12553 BIDWELL WEST LAND TRANSFERS

A verbal update was provided to members on the land transfer of the recreation open space and countryside site.

Members were informed that the football pitches were progressing well and that the handover of the induction to the mechanical and electrical to the Pavilion was expected in November.

Regarding the play areas, the contractors had sent through all the post-installation documentation, and it had been agreed that the play areas would be open as soon as soon as possible prior to transfer.

The large countryside site was also expected to be transferred at the same time as the play areas. Transfer documentation for completion was awaited from The Land Registry. Ideally, this would be in November but it could be extended into the new year.

There had been complaints from residents regarding play areas, which was mainly due to dog fouling and the lack of dog bins. Once transfer has taken place, an audit would be carried out to assess conditions and actions taken to bring the sites up to standard.

The Chairman declared the meeting closed at 7.35 pm

Dated this 5th day of February 2023

Chairman



