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**DRAFT Minutes of the meeting of the Leisure, Amenities & Environment (LA&E) Committee meeting held in the Anzac Room, Community House on Tuesday 18<sup>th</sup> June 2024 at 7:30pm.**

**Present:** Cllr Sharkey (Chair of Committee), Cllr Gallagher, Cllr Campbell, Cllr Studd, Cllr Fabry, Cllr Seabrook, Cllr Griffiths, Cllr Donovan, Cllr Harman.

**Officers:** Kevin Bray (Parks Officer), Zoe Polydorou (Meetings & Projects Officer).

2 members of the public were in attendance.

**1. LA912 CHAIR ANNOUNCEMENTS**

The Chair opened the meeting at 19:30, welcomed Committee members and members of the public, requested that phones be turned off, and briefly ran through the fire procedure. The Chair then informed Committee of the following:

- Cinema Back to Black at 7:30pm on Wednesday 19<sup>th</sup> June.

**2. LA913 PUBLIC QUESTIONS.**

**Members of the public may ask questions on any relevant L&A matter.**

There was 1 public question, in relation to item LA927, whereby it was explained that an issue with the fence was ongoing from 6 years prior, but that there had not been much response to their complaints over the years; that the issue had recently exacerbated and that damage to, and balls being kicked over, their fence was a regular occurrence by all ages. It was explained that they did not see signage as being a solution, and wanted to know what options there were.

The Chair thanked the members of public for their questions.

**3. LA914 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

There was 1 apology for absence from Cllr Ashby-Parkin and Cllr Campbell substituted.

Cllr Gallagher explained that she was recording the meeting.

**4. LA915 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interest.

**5. LA916 TO ELECT A VICE CHAIR OF THIS COMMITTEE**

It was proposed to nominate Cllr Ashby-Parkin

Proposed by: Cllr Griffiths

Seconded by: Cllr Seabrook

The Committee **resolved** to **appoint Cllr Ashby-Parkin** as Vice Chair of Committee

**6. LA917 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LA&E MEETING HELD ON 20<sup>TH</sup> FEBRUARY 2024 AND 2<sup>ND</sup> APRIL 2024.**

It was proposed to approve the minutes of the meetings.

Proposed by: Cllr. Studd                      Seconded by: Cllr Fabry.  
1 member abstained.

The Committee **resolved** to **adopt** the minutes of the 20<sup>th</sup> February 2024 and 2<sup>nd</sup> April 2024.

#### **16. LA927 TO DECIDE AGAINST A FENCE REQUEST**

The Parks Officer introduced the report and added that different measures could be used, for instance a netting system, like the one behind the MUGA court, but that this could be open to vandalism and wouldn't protect the fence.

Cllr Seabrook appreciated the residents' situation but expressed that a 6-foot fence wouldn't help, and Cllr Gallagher appreciated the residents' patience and suggested the wire fence should be installed.

Cllr Griffiths queried whether there was a budget, and the Chair clarified there was none. Cllr Gallagher explained there is a vandalism budget, and members questioned whether other properties would need to be considered too.

19:42 standing orders were suspended.

A member of public further expressed the issues being faced.

19:43 standing orders were reinstated.

It was discussed that any other affected properties be considered in their own merit, and that the RFO would be consulted with regards to whether the fence could be financed through the vandalism budget or from CIL, classed as infrastructure.

It was proposed to put up the wire fence as per the report.  
Proposed: Cllr Gallagher                      Seconded by: Cllr Donovan  
All in favour.

The Chair thanked the members of the public.  
19:47 public left the meeting.

#### **7. LA918 TO NOTE THE BUDGET UPDATE**

Cllr Gallagher expressed that some of the headings needed some tweaking and splitting out, in particular the Hub; that if everything went smoothly PTC would be on 25% within the '%spent' column; and from that explained the sports park income and rents were underestimated, and that the queries would be put to the RFO.  
The Committee **noted** the budget

#### **8. LA919 TO NOTE THE ACTION PLAN**

The Parks Officer said the order been placed for the equipment and that the overflow carpark bollards were being installed.  
The Committee **noted** the action plan

#### **9. LA920 TO NOTE THE ALLOTMENT UPDATE**

The Parks Officer explained that three allotment holders received a formal warning yesterday, and there were a number of new tenants.  
Cllr Gallagher expressed the allotments were looking much improved, and the Chair expressed she would speak with the Committees and Assistant Projects Officer about re-doing the poster.  
The Parks Officer and his team were thanked for the allotment tidy up.  
The Committee **noted** the allotment update

#### **10. LA921 TO AGREE TO PROCEED WITH THE OUSE VALLEY CARES FUNDED PROJECT**

It was clarified that the name had changed to Ouse Valley Climate Action, and that the Parks Officer had written the report.  
Cllr Griffiths explained the bid had already started; that this item was about permission to complete the forms formally, which were to confirm PTC owns the land and would look after the OVCA items.  
Cllr Gallagher expressed concern that the form is more complicated than that, the expense of a solicitor, and that the report did not have the full details to progress this item without full information from the Town Clerk.

It was proposed to take the paper to Policy & Finance Committee with further information to go with it.

Proposed by Councillor Donovan Seconded by: Cllr Fabry

Four members voted in favour.

Three members abstained.

The Committee **resolved** to **agree** to this proposal.

Cllr Gallagher will send the Town Clerk her questions.

#### **19. LA930 TO AGREE THE OVCA SIGNAGE REPORT**

Cllr Griffiths explained the background to the report, and Cllr Gallagher queried what else was part of the plan.

Cllr Seabrook clarified the project had not changed since 2019, and included the trees, waymarking, the information board, and a litter bin, and explained the finances.

There was general discussion surrounding the background of the project, around the workshops the finances, and the suitability of the wayfinding posts in terms of weather and vandalism.

The Parks Officer clarified that prior to being a Councillor Cllr Harman was a contractor for OVCA, confirmed that no money from PTC had gone into this project.

Cllr Harman explained the project and involvement.

20:19 Cllr Harman left the meeting.

Cllr Gallagher complimented the designs, but expressed concern over their suitability with the weather, whereby the Parks Officer explained the suitability of recycled plastic for the project.

It was proposed to agree the design

Proposed by: Cllr Studd Seconded by: Cllr Griffiths

The Committee **resolved** to **agree** to this proposal.

20:23 Cllr Harman rejoined the meeting.

20:24 Cllr Campbell left the meeting.

#### **11. LA922 TO AGREE WATER HARVESTING BID**

Cllr Seabrook introduced the report, and the Parks Officer explained that it would need to be match funded.

There was general discussion amongst members around project costs, where Cllr Gallagher expressed that the bid amount was too much, and Cllr Seabrook explained it was unlikely the projects would be that much and that if the funding was granted it did not need to be accepted.

20:26 Cllr Campbell rejoined the meeting

There were discussions around a feasibility study.

It was proposed that Officers investigate water harvesting and that funding is applied for.

Proposer: Cllr Seabrook Seconded: Griffiths

Four members voted in favour, and three abstained.

It was **resolved** to **agree** to this proposal.

#### **12. LA923 TO AGREE TO SET UP A TFG FOR PHASE TWO OF THE HOWARD PARK PROJECT**

The Chair introduced the report.

Proposed by: Cllr Griffiths Seconded by: Cllr Seabrook

The Committee **resolved** to **agree** to this proposal.

TFG Members: Cllr Griffiths, Cllr Seabrook, Cllr Campbell, Cllr Sharkey.

#### **13. LA924 TO AGREE TO SET UP A TFG TO DISCUSS CAR PARKING OPTIONS AT CENTENARY PARK**

The Parks Officer introduced the report and explained options that could be looked at.

Cllr Gallagher raised various points to request that the TFG is broadened to include generating income.

Members discussed items that could be discussed at a TFG, including concern over car parking charges being introduced, EV charger discussions from around 1 year ago at P&H, along with car parking and the park, and solar lighting in the car park.

Cllr Fabry mentioned having sent an email to the Town Clerk in relation to EV chargers on March 10<sup>th</sup>, and will follow this up.

It was proposed to agree to set up the TFG.

Proposed by: Cllr Griffith                      Seconded by: Cllr Seabrook

One member abstained.

The Committee **resolved** to **agree** to this proposal.

TFG Members: Cllr Griffiths, Cllr Fabry, Cllr Campbell

#### **14. LA925 TO AGREE TO THE RECOMMENDATIONS IN THE SIGNAGE TFG UPDATE**

The Meetings & Projects Officer introduced and summarised the report.

General discussion took place about the various options, and the Parks Officer explained that this project had been running a long time.

It was proposed to go with option 1

Proposed by: Cllr Gallagher                      Seconded by: Cllr Donovan

One member abstained.

The Committee **resolved** to **agree** to this proposal.

#### **15. LA926 TO NOTE THE COMPLAINTS LOG**

The Chair explained that this is combined with item LA931

The Parks Officer explained about some recent vandalism.

The Committee **noted** the complaints log

#### **17. LA928 TO DECIDE ON THE DELL NOTICEBOARD RELOCATION**

Cllr Griffiths explained that original minutes recorded that the noticeboard was to be moved, not removed, so should stay in the parks.

Members discussed various location options, including the other entrance at the Dell.

It was proposed to relocate the noticeboard to the right-hand side of the banner boards, and to retain its current height.

Proposed by: Cllr Seabrook                      Seconded by: Cllr Studd

The Committee **resolved** to **agree** to this proposal.

#### **18. LA929 TO RECEIVE UPDATES FROM TASK & FINISH GROUPS (TFGs):**

a) Green Spaces Infrastructure

Cllr Gallagher explained there was no report.

#### **20. LA931 TO REVIEW COMPLAINTS**

The Committee **noted** the complaints log.

#### **21. LA932 TO CONFIRM DATE OF THE NEXT MEETING AS THE 3<sup>RD</sup> SEPTEMBER 2024**

The next meeting was **confirmed** as the 3<sup>RD</sup> SEPTEMBER 2024 at 7:30pm.

*There being no further business the meeting ended at 21:10.*