



**SUNNINGHILL & ASCOT
PARISH COUNCIL**

The Courtyard (Ascot Racecourse)
High Street, Ascot, Berkshire SL5 7JF

Tel: 01344 630141

Email: enquiries@s-a-pc.com

Website: www.sunninghillandascotparishcouncil.co.uk

Minutes of a meeting of the Leisure & Cultural Committee held at the Parish Council Office, High Street, Ascot, SL5 7JF, on Tuesday 11 April 2017, commencing at 7.00pm

Parish Councillors Present: Councillors R Ellison (Chairman), P Deason, B Hilton, S Humphrey, B Humphreys, P Morris,
S Jones, A Sharpe

In attendance: Elizabeth Yates, Clerk to the Council

6700 TO NOTE APOLOGIES FOR ABSENCE

Councillors Charlotte Herring and Ajay Nehra.

6701 DECLARATIONS OF INTEREST

The Chairman asked to receive any Declarations of Interest in accordance with the adopted Code of Conduct. None were given.

6702 MINUTES

The Minutes of the previous meeting, held on 28 February, were approved as a correct record and signed as such.

6703 THE SUNNINGHILL TRUST LEASE

Following the meeting held with the Trust representatives on 24 March, the Chairman of the Trust had sent a letter regarding the lease to the Clerk, which had been circulated in advance of the meeting. Councillor Allison Sharpe, in her capacity as Chairman of the Parish Council, was asked to take this item and she noted the mitigation measures contained within the letter and positive steps taken by the Trust which, in her view, offset many of the outstanding issues regarding the lease. The Borough's acceptance of the seven-year term as sufficient to release Section 106 funds was also noted as a key matter that had been resolved, with a shorter lease term offering a sooner review period. She recommended that the lease be approved in principal.

Councillor Barbara Hilton raised the need to have site from the Trust of the lease documentation referred to in the letter which claimed that the strip of land adjacent to the main recreation ground was within the current lease area, as this had implications for existing and/or additional responsibilities within the proposed lease. Councillor Pat Morris asked for assurance that the proposed lease areas would not include that known historically to contain Japanese Knotweed and that the trees left to the Parish Council to maintain would be in a reasonable state. He called for a statement from the Trust that this would be the case. The Chairman considered that the knotweed area was not included within the proposed lease. Councillor Peter Deason suggested that clarity as to the boundaries would be required as the lease map was not clear. Councillor Sharpe felt that sufficient assurances regarding the tree survey and associated works were contained within the Trust's letter. Councillor Hilton suggested that the lease was approved in principal after the tree survey and associated works had been completed but questioned the value to the Parish Council of leasing the adjacent strip of land. Councillor Shirley Jones raised concerns about the Trust's land management and use of resources and Councillor Deason suggested the need to ensure that drainage work was carried out throughout the site so that there were no drainage matters that could affect the land within the lease areas. He went on to ask for a reciprocal agreement with the Trust on drainage and other structural matters, with perhaps a clause inserted into the lease regarding the tree survey and associated works.

Councillor Sharpe added that the Trust had acknowledged the benefits of working on site matters jointly with the Parish and Borough Council. The Clerk stated that, in her view, the Trust seemed satisfied with the Parish Council's current grounds maintenance specification which could act as the standard to be adhered to within the lease.

The Clerk was asked to meet with the Trust to walk the sites again, this time with a view to more clearly ascertaining the boundaries than as shown within the lease map. Councillor Brian Humphreys suggested that the boundary be marked out with posts. Councillor Morris asked that the extent of the boundary on the wooded side of the recreation ground be clearly defined because of the state of the woods. The Chairman and Councillor Hilton asked to join the Clerk on this walk. The drafting of a detailed map within the lease paperwork was also agreed as necessary to provide clarity and avoid ambiguity. Following these actions, it was further agreed that the Clerk would contact the Parish Council lawyer so that his existing comments on the draft lease and above actions could then be considered with the Trust in the issuing of the new lease.

6704 THE PROGRAMME OF WORKS

The following projects were considered:

The War Memorial and Story Board at the cemetery

The Chairman informed Members that the base for the War memorial had been laid and that he and the Clerk were arranging to meet with the stone mason before the installation of the memorial to ensure that the works were in accordance with the issued contract. The Clerk stated that Jayne Strand (the Parish Council's Administrative Assistant) had completed the draft information for the Story Board and it was agreed that the Clerk would approach Parish Councillors Charlotte Herring and Barbara Story for editorial assistance.

The revised allotment tenancy agreement and fencing works

Councillor Barbara Hilton, in her allotment management role, informed those present that a new tenancy agreement had been issued which emphasised the requirement that the allotment plots were cultivated and kept in good order. Two of the current allotment holders had given notice to quit their plots which would be filled by those next in line on the waiting list.

Councillor Hilton went on to outline the proposed works to replace the existing gates and perimeter fence at the front of the allotment site. A specification for these works had been drawn and a tender process undertaken, in accordance with the Parish Council's Financial Regulations. The committee agreed that the award of the works would be given to the most economically advantageous tender. In addition, trial holes were being dug to ascertain the possible cause of a particularly wet patch within the allotments.

Tree works at the Blythewood Nature Reserve

The Clerk stated that the first phase of works, as outlined in Councillor Pat Morris's paper, had been commissioned. Councillor Morris added that he was pleased with the impact of the works to date at Tom Green's Field.

Improvements to the entrances to Victory Field

Councillor Allison Sharpe put forward her ideas for a more welcoming entrance to Victory Field adjacent to the Oriental Road footpath, to include a notice board with information pertaining to the history and current usage of the site. Discussion followed as to the need to balance the provision of information with the cluttering of the site and the levels of interest by park users in such information. It was agreed that the Clerk would look at all the existing signs within the park with a view to amalgamating these in a way that kept within the rustic feel of Victory Field.

The Clerk informed Members that the Ward Councillors for Sunninghill & South Ascot had awarded their discretionary grants to the Parish Council to improve signage within the Parish and that she and the Chairman were in contact with the Borough to progress this.

Councillor Deason asked that wood chippings be put by the entrance at Victory Field off the Oriental Road footpath as the area was often muddy. Concerns were then raised about the drainage on the footpath steps off Oriental Road and it was agreed that the Clerk would issue the footpath checklist to Parish Councillors so that information on footpath improvements could be collated and feed back to the Borough. The Clerk added that a gap for pedestrians was being inserted within the fencing at the vehicular entrance to Victory Field.

6705 GROUNDS MAINTENANCE AND SITES UPDATE

The Clerk stated that the summer works had begun as set out within the grounds maintenance contract.

6706 THE SUMMER PARTY

The Chairman updated Members as to the arrangements, stating that another entertainment act had indicated an interest in performing at the Party. He asked the Clerk to try and obtain confirmation as to the possible 'community engagement grant' that had been discussed with the Borough. The Chairman went on to state that each of the Parish Councillors would be given a role on the day to help with car parking and pedestrian access to the Party, for example, on a time limited rota, and that he hoped that all Councillors would be available to assist. A general discussion followed as to the arrangements and Councillor Brian Humphreys suggested that the Fire Brigade be invited to attend, with Councillor Jones suggesting there be a dog show. The Clerk stated that the local police were planning to attend and the Chairman added the Shorts Group were going to bring their digger for display.

Councillor Pat Morris asked if any works were likely to be taking place in July at the Pavilion that could affect the Party. Councillor Peter Deason replied that he thought this unlikely as the Parish Council was still in discussion with the Borough as to the facilities they thought were required at the Pavilion for funding purposes and as to whether the Parish Council or the Borough would act as the client for the purpose of procurement.

6707 OTHER BUSINESS

Councillor Spike Humphrey asked if anyone knew why yellow lines had appeared on Woodlands Ride, South Ascot. The Clerk was asked to look into this and request that the Borough informed the Parish Council of the installation of yellow lines.

Councillor Brian Humphreys raised the state of the bus shelters by the Heatherwood Hospital and the Clerk was asked to look into the ownership of these.

There being no further business, the Chairman closed the meeting at 8.06pm.

Councillor Robert Ellison, Chairman