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**Minutes of the Leisure and Cultural Committee meeting of Sunninghill & Ascot Parish Council held at the Parish Council Office, The Courtyard, High Street, Ascot, SL5 7JF, on Tuesday 25 September 2018 at 7.00pm**

**Councillors present:** R Ellison (Chairman), A Nehra (Vice-Chairman), B Hilton, B Humphreys, S Jones, A Sharpe.

**In attendance:** E Yates (Clerk to the Council), P Williams (Committee Administrator).

AGENDA REF.	DISCUSSION / ACTION	WHO	WHEN
7167	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies were received from Councillors P Morris, J Gripton and S Humphrey.</p>		
7168	<p><b>DECLARATIONS OF INTEREST</b></p> <p>The Chairman asked to receive any Declarations of Interest in accordance with the adopted Code of Conduct. There were none.</p>		
7169	<p><b>MINUTES</b></p> <p>Prior to the meeting, the minutes from the Leisure Committee held on 24 July 2018 were circulated. These were agreed to be a correct record and were signed by the Chairman.</p>		
7170	<p><b>ACTIONS ARISING</b></p> <p>Both actions were completed.</p>		
7171	<p><b>PARISH RECREATION AREAS – CONSULTATION RESPONSES</b></p> <p>Prior to the meeting the Clerk circulated a summary of the responses to the public consultations at Victory Field and South Ascot Recreation Grounds. She summarised the feedback:</p> <p><b>Victory Field</b></p> <ul style="list-style-type: none"> <li>▪ Overall park users were happy with the facilities and liked the open space.</li> <li>▪ Ideas were received for further improvements including: keeping the toilets open permanently; providing a water fountain; providing play equipment for younger children aged 0 – 3 years; netting for the multi-court.</li> </ul> <p><b>South Ascot Recreation Area</b></p> <ul style="list-style-type: none"> <li>▪ Fewer responses were received so further questionnaires would be issued.</li> </ul> <p><b>Action 1: Clerk to seek volunteers to carry out further consultation to include during the weekend football matches.</b></p> <ul style="list-style-type: none"> <li>▪ Some visitors were concerned by the anti-social behaviour, including drug-dealing and graffiti, at Victory Field. A contractor’s portaloo had recently been burned to the ground, reinforcing the need to improve site security.</li> </ul> <p>Councillors suggested that a very visible CCTV and signage presence could be helpful. The Clerk reported that she had liaised with the contractor providing the CCTV cameras around the new Pavilion. The cameras would be of a high resolution, providing 24/7 feedback to monitors, which could be accessed remotely, making evidence of vandalism more likely to be admissible in court. Councillors were keen to look into the possibility of having a facility that would emit a loud noise that could disturb vandals.</p>	Clerk	Oct/ Nov 2018

AGENDA REF.	DISCUSSION / ACTION	WHO	WHEN
7171 (cont'd)	<p><b>Action 2: Clerk to explore with the security contractor the possibility of having a loud noise to disturb criminal activities at the field.</b></p> <p>It was agreed that an official Pavilion opening ceremony should take place early in 2019 to encourage local community ownership which might assist in safe-guarding the new facilities.</p> <p><b>Action 3: Clerk and Leisure Committee members to consider arranging an official Pavilion opening ceremony at Victory Field in early 2019.</b></p>	Clerk	Oct 2018
7172	<p><b>THREE YEAR PROGRAMME OF WORKS AND BUDGET 2019/2020</b></p> <p>Prior to the meeting the Clerk had circulated a budget paper outlining a three-year programme of suggested / recommended works for Councillors to consider which would form the basis of a three-year capital works programme for 2019-2022. These works did not include projects suitable for CIL (Community Infrastructure Levy) funds, as these would focus on strategic, Parish-wide infrastructure requirements.</p> <p>The Clerk explained each item on the list and the rationale for the expenditure. Councillors agreed to recommend to the Parish Council that the following items be included in the 2019 – 2020 capital programme budget section:</p> <ul style="list-style-type: none"> <li>▪ Cheapside play park renewal</li> <li>▪ Football goals and nets replacement at Victory Field and South Ascot.</li> <li>▪ Tom Green’s Field and Blythewood Nature Reserve bio-diversity enhancements</li> <li>▪ South Ascot playground replacement swings and see-saw</li> </ul> <p><b>Action 4: Councillor S Jones asked the Clerk to ensure more woodchips were laid on the informal paths in the Blythewood Nature Reserve.</b></p> <p>Another possible project for 2019 – 2020 was considered (budget permitting) – providing netting over the multi-court to prevent balls being lost.</p> <p><b>Action 5: Clerk to discuss high netting over the multi-court at Victory Field with the contractor and obtain a quotation for consideration at the next meeting.</b></p> <p>The Clerk would also discuss with the contractor a resident complaint regarding the proximity of the mini goals to their neighbouring property. The regulations on the location of play equipment had been checked and the mini-goals were not considered to impinge unduly. It was noted that the Council had planted trees to screen the field from the property and members then discussed possible alternative actions.</p> <p><b>Action 6: Clerk to obtain a quotation to provide a high fence or net next to the property by the mini goals in Victory Field for consideration at the next meeting. Clerk to enquire about metal ‘kick plates’ to be placed behind the mini-goals.</b></p> <p>The Clerk had also recommended four projects for works in subsequent years, based on feedback from the recent Parks public consultation and the Parish Plan questionnaire. She outlined these suggestions which would be incorporated into the 3-year plan:</p> <ul style="list-style-type: none"> <li>▪ Victory Field toddler play equipment 2020 - 2021</li> <li>▪ Victory Field picnic benches by the Pavilion 2020 - 2021</li> <li>▪ South Ascot Recreation playground renewal 2020 – 2021</li> <li>▪ Victory Field playground renewal 2021-2022</li> </ul> <p>Councillors agreed that these were sensible suggestions for the plan.</p> <p><b>Action 7: Clerk to approach Lightwater Country Park regarding the responses from their public consultation.</b></p>	Clerk	Oct 2018
7173	<p><b>SUNNINGHILL VICTORIAN STREET FAYRE (SUNDAY 18 NOVEMBER 2018)</b></p> <p>The organising Committee had met just prior to this meeting and arrangements were progressing well. The Christmas lights would be required for the Fayre and the Clerk</p>		

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7173 (cont'd)	<p>would seek to arrange this with the Borough Council. It was agreed that the Parish Council would make up the shortfall in RBWM subsidies.</p> <p>Cordes Hall had also requested a festoon of Christmas lights around their whole building.</p> <p><b>Action 8: Clerk to secure a quotation for providing Christmas lights around Cordes Hall.</b></p> <p><b>Action 9: Councillor R Ellison to seek funding for Cordes Hall lights from the Chamber of Commerce.</b></p> <p>The next meeting of the Sunninghill Victorian Street Fayre Committee was organised for Monday 15 October 2018 at 9.15am in the Parish Office.</p>	Clerk  Cllr R Ellison	Oct 2018  Oct 2018
7174	<p><b>PARTY IN THE PARK 2019</b></p> <p>The event was agreed to take place on Sunday 7 July 2019.</p> <p><b>Action 10: Councillor A Sharpe to include an advert for the Party in the Park 2019 in the Sunninghill Victorian Street Fayre programme. Clerk to send Cllr A Sharpe a photo of the Party in the Park.</b></p> <p><b>Action 11: J Strand to explore the possibility of having Fire Engines or Army Tanks at the Party in the Park. Councillor A Sharpe to explore inviting Vintage Cars.</b></p>	Cllr A Sharpe / Clerk  J Strand / Cllr A Sharpe	ASAP  Oct 2018
7175	<p><b>ANY OTHER BUSINESS</b></p> <p><b>Oriental Road Footpath works:</b> Cllr P Morris had submitted a note to the Chairman regarding the problem with water flowing from the side on to the steps. The Clerk stated that she had discussed this with the contractor and Cllr P Morris and agreed a way forward to alleviate the problem. The specification had been amended accordingly and the tender process begun for the approved work.</p> <p><b>Victory Field hedge:</b> Cllr P Morris reported that some newly planted shrubs in the hedge had died in the summer drought. The Clerk stated that she and Cllr P Morris had met with the Parish Council's contractor who was drafting a specification for the next set of works for the hedge, as well as Tom Green's Field and the Blythewood Nature Reserve. This specification would involve additional hedge planting at Victory Field.</p> <p><b>CIL funds:</b> The Wildlife in Action Group had discussed the possibility of engaging students from Silwood College to assist in carrying out surveys of the 'green corridors' within the Parish. Any associated cost for this work could then be considered by the Parish Council as a possible CIL project.</p> <p><b>Tommy figure locations:</b> The Clerk reported that four Tommy figures had been purchased and would be sited at Victory Field, All Souls Church, St Michael's Church and the Comrades Club. Cllr A Sharpe proposed that the Tommy at Victory Field was temporarily located at the war memorial in Ascot for the All Saints Church's Remembrance Service. Councillors were in support of this proposal.</p>		

There being no further business, the Chairman closed the meeting.

**MEETING END: 8.20pm**

**ACTIONS LIST**

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7171	<p><b>Action 1:</b> Clerk to seek volunteers to carry out further consultation to include during the weekend football matches.</p> <p><b>Action 2:</b> Clerk to explore with the security contractor the possibility of having a loud noise to disturb criminal activities at the field.</p> <p><b>Action 3:</b> Clerk and Leisure Committee members to consider arranging an official Pavilion opening ceremony at Victory Field in early 2019.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>	<p>Oct / Nov 2018</p> <p>Oct 2018</p> <p>Early 2019</p>
7172	<p><b>Action 4:</b> Councillor S Jones asked the Clerk to ensure more woodchips were laid on the informal paths in the Blythewood Nature Reserve.</p> <p><b>Action 5:</b> Clerk to discuss high netting over the multi-court at Victory Field with the contractor and obtain a quotation for consideration at the next meeting.</p>	<p>Clerk</p> <p>Clerk</p>	<p>Oct 2018</p> <p>Oct 2018</p>
7172	<p><b>Action 6:</b> Clerk to obtain a quotation to provide a high fence or net next to the property by the mini goals in Victory Field for consideration at the next meeting. Clerk to enquire about metal 'kick plates' to be placed behind the mini-goals.</p> <p><b>Action 7:</b> Clerk to approach Lightwater Country Park regarding the responses from their public consultation.</p>	<p>Clerk</p> <p>Clerk</p>	<p>Oct 2018</p> <p>Oct 2018</p>
7173	<p><b>Action 8:</b> Clerk to secure a quotation for providing Christmas lights around Cordes Hall.</p> <p><b>Action 9:</b> Councillor R Ellison to seek funding for Cordes Hall lights from the Chamber of Commerce.</p>	<p>Clerk</p> <p>Cllr R Ellison</p>	<p>Oct 2018</p> <p>Oct 2018</p>
7174	<p><b>Action 10:</b> Councillor A Sharpe to include an advert for the Party in the Park 2019 in the Sunninghill Victorian Street Fayre programme. Clerk to send Councillor A Sharpe a photo of the Party in the Park.</p> <p><b>Action 11:</b> J Strand to explore the possibility of having Fire Engines or Army Tanks at the Party in the Park. Councillor A Sharpe to explore inviting Vintage Cars.</p>	<p>Cllr A Sharpe / Clerk</p> <p>J Strand / Cllr A Sharpe</p>	<p>ASAP</p> <p>Oct 2018</p>