



2nd September 2020

Dear Councillor,

This is to inform you that a meeting of the Sport and Leisure Committee will be held via Zoom at 7.30pm on Wednesday 9th September 2020, to which you are summoned, for the transaction of the following business.

Join Zoom Meeting

<https://us02web.zoom.us/j/83321586836?pwd=RXpiVzJxOUJab2NGb0Z2ak9GRWxadz09>

Meeting ID: 833 2158 6836
Passcode: 389424

Dial by your location

+44 203 901 7895 United Kingdom
+44 131 460 1196 United Kingdom
+44 203 051 2874 United Kingdom
+44 203 481 5237 United Kingdom
+44 203 481 5240 United Kingdom

Meeting ID: 833 2158 6836

Yours sincerely,

C.A. Lloyd
Town Clerk

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

AGENDA

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

2. APOLOGIES

To receive apologies for absence, if any.

3. QUESTION TIME

The first fifteen minutes of the meeting will be given over to questions from members of the public on issues relating to the work of the Committee.

4. DECLARATIONS OF INTEREST BY MEMBERS

Members are reminded to make any declarations of disclosable pecuniary and/or personal interests that they may have in relation to items on this Agenda.

You should declare at this part of the meeting or when it becomes apparent your interest by stating:

- (a) the item you have the interest in
- (b) whether it is a disclosable pecuniary interest and the nature of the interest, whereupon you will not participate in the discussion or vote on that matter, unless dispensation has been requested and granted
- (c) whether it is a personal interest and the nature of the interest

Members are also reminded of their obligation to report any amendment to their Register of Interests to the Town Clerk as soon as it becomes apparent.

5. MINUTES

To approve as a correct record the Minutes of the meeting held on Wednesday 22nd January 2020.

In accordance with Standing Order 12;

- a The draft minutes of a preceding meeting having been served on councillors with the agenda to attend the meeting at which they are due to be approved for accuracy, shall be taken as read.
- b The draft minutes of a preceding meeting having been served on councillors with the agenda to attend the meeting at which they are due to be approved for accuracy, shall be taken as read.
- c There shall be no discussion about the draft minutes of the preceding meeting except in relation to their accuracy. A motion to correct an inaccuracy in the draft minutes shall be moved in accordance with standing order 10(a)(i).

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

- d The accuracy of draft minutes, including any amendment(s) made to them, shall be confirmed by resolution and shall be signed by the chairman of the meeting and stand as an accurate record of the meeting to which the minutes relate.
- e If the chairman of the meeting does not consider the minutes to be an accurate record of the meeting to which they relate, they shall sign the minutes and include a paragraph in the following terms or to the same effect:

“The chairman of this meeting does not believe that the minutes of the meeting of the () held on [date] in respect of () were a correct record but their view was not upheld by the meeting and the minutes are confirmed as an accurate record of the proceedings.”

6. ACTIONS FROM PREVIOUS MEETINGS

Report attached

7. REQUEST FOR STORAGE – BIRCHWOOD LEISURE CENTRE

To consider the attached report

8. ELLENBROOK PLAY AREA

To consider the attached report

9. TENANCY OF BON APPETITE AND TRAVELLER INCURSION

To consider the attached report

10. REQUEST FOR DUGOUTS – HATFIELD TOWN FC

To consider the attached report

11. BENCH AT THE RYDE

To consider the attached report

12. DATE OF NEXT MEETING

The next Sport and Leisure Committee Meeting will take place on Wednesday 25th November 2020.

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

ACTIONS FROM SPORT & LEISURE COMMITTEE

DATE	ACTION	OFFICER	STATUS
4 th Sept 2019	Bring forward a report to a future meeting on his suggestions for staffing and a report detailing a timetable of premises improvements	Head of Estates	Ongoing- I am to update Councillors of the new sites and current staff, along with any improvements we have made and we plan to make.
4 th Sept 2019	Nast Hyde Halt – The Town Clerk is to investigate the possibility of installing power & water at the site bearing in mind the effect installing lights will have on the wildlife.	Town Clerk	Contacted landlord (WHBC) regarding permission. Now superseded by Council resolution. Affinity Water paid to survey 23/3/2020 Estimate of cost from UK Power Networks £6,000 This does not include on site works we will need to undertake such as siting for electricity meter and standpipe etc. Both landlords contacted re permission. Report on agenda.

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

4 th Sept 2019	Cornflower Way - Cllrs Brandon & Juggins met with WHBC regarding a build at the site for children on the spectrum. Cllr Brisbin wishes a public consultation to be held to determine what the public would like to see there. Members requested rough sketches be produced for all to see and that it is marketed as a Community, Sport & Education project. Members asked that Cllr Brandon present any plans to full council.	Cllr Brandon	Superseded by Labour Group motion at Council 4 th March 2020. Councillors on de Havilland Grange Working Group have met and are to meet again late Sept/ Oct
20 th Nov 2019	Members are happy for a garden to be placed within the bounds of Roe Hill playing fields as long as all H&S and insurance implications are taken into account. Head of Estates is to meet Hassan Halil on site to determine a suitable location.	Head of Estates	I have met with a member of staff from Herts CC and they are to put a detailed plan of exactly what is required, once I have the plan, I will check with Town Clerk the H&S situation. We have identified the area to use
20 th Nov 2019	Sportsman flooring replacement	Health & Wellbeing Manager	Completed
22 nd Jan 2020	Purchase container for Newgate Street	Head of Estates	Completed
22 nd Jan 2020	Spray cricket outfield	Head of Estates	Completed

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

REQUEST FOR STORAGE

Saracens Wheelchair Rugby have requested a storage container with dimensions as follows;

DESCRIPTION	MEASUREMENT
	IN METRES
External Length (m)	6.058
External Width (m)	2.438
External Height (m)	2.591
Internal Length (m)	5.844
Internal Width (m)	2.438
Internal Height (m)	2.39
Door Width (m)	2.34
Door Height (m)	2.28

The Council are very supportive of wheelchair rugby but felt that we cannot lose any parking spaces when (pre-CoVid) our car park gets full at weekends.

As an alternative the following is being suggested;

- 21 day use of Pilates Studio until formal arrangements are agreed
- Lease of space next to depot or Council offices
- Lease to include break clause
- Deposit to be paid (amount to be agreed)
- Saracens to agree to bear all costs involved including our (reasonable) legal fees
- Monthly rental fee per sqft plus VAT to be agreed
- Internal cupboard in Sports Hall to be emptied

Members are requested to advise the deposit amount and the amount per sq ft rent.

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

AGENDA ITEM 8

ELLENBROOK PLAY AREA

Following the opening of the play area, the Residents Association contacted the Town Clerk with some concerns.

Cllr Brisbin the Ward Councillor attended a meeting with the clerk on 6th August and the residents present advised of the following concerns;

- Basketballs going into the play area potentially hitting a child play there (near miss with baby in pram)
- Loud music being play by aerobics teacher on Wednesday nights
- Basketballs being bounced make a loud noise often until late at night
- Resultant shouting/bad language with basketball playing late at night
- Smoking drugs in and around the area
- Car doors being slammed and loud music from cars
- Parking on street

All Members were then advised through the weekly bulletin on 14th August.

The Town Clerk has reported the anti-social behaviour to Matt Rayner at WHBC and the Welwyn Hatfield Borough ASB Team are now aware and also the safer communities officer will be dealing with it who directly looks into youth related ASB.

Cllr Brisbin suggested some planting to block some of the noise which the grounds staff will be looking into but in the meantime it is suggested that all open entrances are blocked with shrubbery and the wheelchair access gated off so that the area can be padlocked by a resident at dusk every day to give them some control over the area. This would also give more reason to call 101 if young people are in the recreation ground once it has been closed for the night.

Groundwork cannot recommend changing the surface of the basketball court.

In relation to the noise of the basket balls, providing a net to stop the balls hitting anyone in the play area will not stop the noise but will stop this health and safety risk. The cost of this will be £2,960.

To move the basketball hoop so that balls are thrown in a different direction and hopefully reduce some of the noise, albeit the direction of shot may be affected by sunlight, will cost £3,600.

The Town Clerk was requested to obtain prices of providing water and electricity to the site. Quotes are attached. Affinity Water's charge will be £3,824.40. There is a self lay option, we would have to pay Affinity Water £300 and then pay a contractor to carry out the work. UK Power networks will charge £6,000 to provide electricity to site.

Members are requested to consider what course of action they wish to take.

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

AGENDA ITEM 9

LICENCE FOR BON APPETITE AND INCURSION BY TRAVELLERS AT BIRCHWOOD PLAYING FIELDS

Bon Appetite have a licence to use part of Birchwood Playing Fields which includes a 3 month notice of termination clause. Their rent is £100 per week.

In August 2020 travellers entered by the field gate that Bon Appetite operate from. It cost the Town Council £635 in bailiffs fees to have the travellers removed from site in 24 hours.

This is the second time in a year that travellers have used that gate to enter the field. Last time it cost significantly more.

Whilst this Council is loath to affect the livelihood of hard working Hatfield residents, the owners of Bon Appetite have advised that they cannot operate their business with the field gate closed and in these cash strapped times, this Council cannot afford bailiff fees and needs to permanently secure the field gate – preferably with concrete blocks.

Members are asked to consider whether the licence should be changed to a different location or notice to terminate given and the gate entrance sealed with large blocks.

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

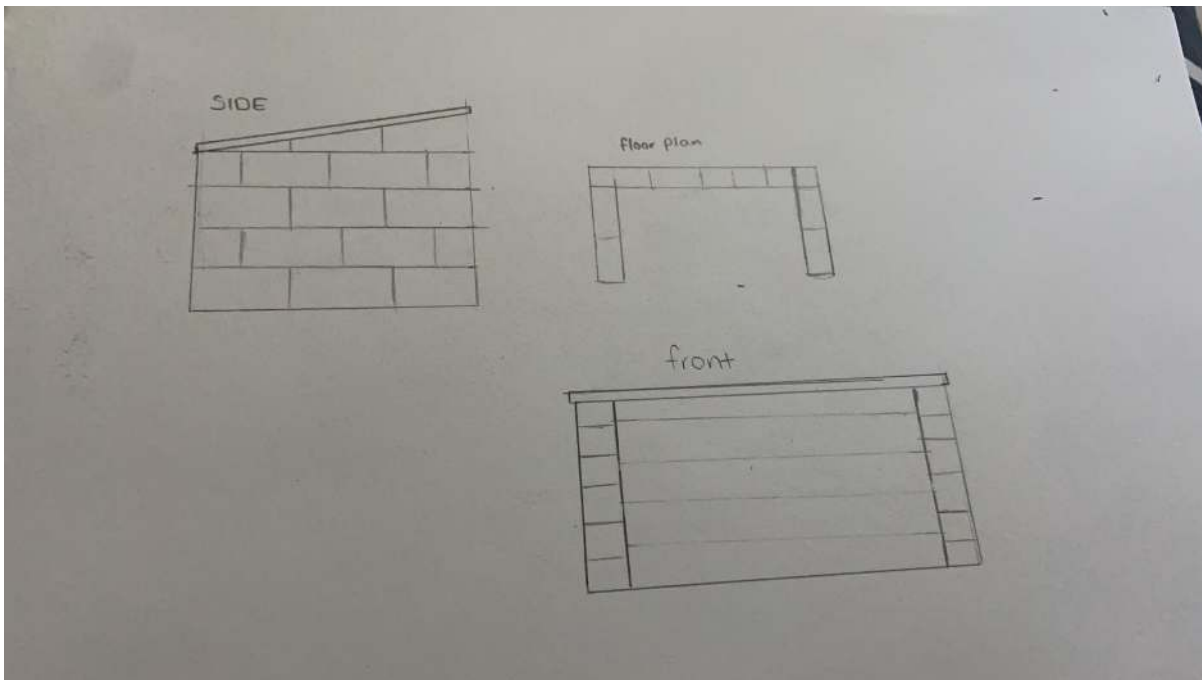
REQUEST FOR DUGOUTS – HATFIELD TOWN FC

Hatfield Town Football Club have requested dugouts at Birchwood Leisure Centre on pitch 4 (the railed pitch).

Dimensions are;
8ft (2.43m) wide
4ft (1.22m) tall at the back
5ft (1.53m) tall at the front
4ft 6 inches (1.37m) deep

It has been suggested that they be made from 3 inch breeze block with marine ply roof and roofing felt.

There will be no fixed internal seating.



Crime and Anti-Social Behaviour

There is some concern that the dugouts will become a “hangout” during the evenings for antisocial behaviour but the Leisure Centre already suffers with this around the back changing rooms and if necessary Officers will report back to Members with a suggestion of extending the Council’s CCTV.

Financial and Asset Matters

At present no costs have been calculated. We believe that Hatfield Town FC wish to build it. If this is as volunteers, their work will still need to be insured and risk assessed. If they are paying for a contractor they will have to go through the Head of Estates’ contractor risk assessment.

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

Officers suggest that the dugouts remain a Town Council asset (Charity asset) and we will request an asset transfer from the Football Club, within the Council's remit to repair and de-graffitti. This is because previous projects such as the path around the railed pitch was never settled as to ownership nor responsibility for upkeep when it was installed and has caused misunderstanding as to removal of weeds, repair and preparation at the beginning of season.

Additional Legal Matters

The land is owned by the Birchwood & deHavilland Playing Fields Trust Charity, therefore their permission will be needed to construct on their land.

Chairman: Cllr J. Percival

Vice Chairman: Cllr. A. MacKay

Members: Councillors Brandon, Brisbin, Craig, Griffiths, Juggins, Mendez, Newman

BENCH AT THE RYDE



The Residents' Association has now consulted all the houses adjacent to the green and so have arrived at a site which suits all (yellow cross in picture), and would like to make a start on getting a base in place.

They have requested that the council do the work or suggest a preferred contractor.

One resident has expressed concerns regarding the bench's location.

The Head of Estates will update Members at the meeting.