

TONBRIDGE AND MALLING BOROUGH COUNCIL

LEISURE AND ARTS ADVISORY BOARD

Monday, 9th December, 2013

Present: Cllr Mrs J M Bellamy (Chairman), Cllr Mrs E M Holland (Vice-Chairman), Cllr T Bishop, Cllr P F Bolt, Cllr S R J Jessel, Cllr D Keeley, Cllr R D Lancaster, Cllr Ms S V Spence and Cllr R Taylor.

Councillors Mrs Anderson, Baldock, Coffin, Mrs M Heslop, N Heslop, Luker and Rhodes were also present pursuant to Council Procedure Rule No 15.21.

Representative: Mr A Nicholl (Tonbridge Sports Association)

Apologies for absence were received from Councillors Mrs Brown, Miss Elks and Trice.

PART 1 - PUBLIC

**LAA
13/046**

DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct.

However, Councillor N Heslop referred to a potential interest in the item on Leisure Services - Review of Charges 2014/15 which might have implications for the Bridge Trust on the grounds that he was a member of its Board. Councillor Mrs Anderson, similarly, advised regarding that item that she was the Chairman of the Tonbridge and Malling Citizens' Advice Bureau.

**LAA
13/047**

MINUTES

RESOLVED: That the notes of the meeting of the Leisure and Arts Advisory Board held on 16 September 2013 be approved as a correct record and signed by the Chairman.

MATTERS FOR RECOMMENDATION TO THE CABINET

**LAA
13/048**

LEISURE FACILITIES - ESTABLISHMENT OF NEW TRUST

The joint report of the Director of Street Scene and Leisure and the Director of Finance and Transformation gave an update on the successful transfer of the management of the Council's main leisure facilities to a new Trust on 1 November 2013. Reference was made to the recruitment of the Board of Trustees and election of Mr Alan Nicholl

as its first Chairman. It was noted that regular update reports on the performance of the Trust against the agreed outcomes would be presented to the Advisory Board.

The report also brought forward a review of the core charges for each facility and explained the basis on which the Trust's proposals could be made in accordance with the Management Agreement. It was agreed that in future the percentage increases be shown in the schedule of proposed charges.

Members expressed appreciation of the efforts of everyone involved in establishment of the new Trust.

RECOMMENDED: That

(1) the successful transfer of the management of the Council's main leisure facilities to a new Trust be noted;

(2) the proposed core charges outlined in Annex 1 to the report be approved and implemented from 1 April 2014; and

(3) a report on the charges for Poult Wood Golf Centre be considered at the next meeting of the Advisory Board.

***Referred to Cabinet**

**LAA
13/049**

LEISURE SERVICES - REVIEW OF CHARGES 2014/15

The joint report of the Director of Street Scene and Leisure and the Director of Finance and Transformation outlined the charging proposals in respect of Tonbridge Cemetery, Allotments in Tonbridge, Tonbridge Pitch Hire Charges, Tonbridge Castle Council Chamber, Weddings and the Summer Playscheme. Members were advised that the proposed charges took into account a range of factors including policy objectives for each facility/service, the Council's overall financial position, market conditions and customer feedback. Reference was made to the Council's Leisure Pass Scheme which enabled financially disadvantaged residents to participate in leisure activities at concessionary rates.

RECOMMENDED: That

(1) the proposed charges for Tonbridge Cemetery, as detailed at Annex 3 to the report, be agreed and implemented with effect from 1 April 2014;

(2) the proposed charges for Tonbridge Allotments, as detailed in the report, be agreed and implemented with effect from 1 October 2014;

(3) pitch hire charges at Tonbridge Sportsground be increased as outlined within the report for implementation from 1 April 2014;

(4) the proposed amendments to the list of Tonbridge Castle Chamber

concessionary users, as set out at Annex 5 to the report, be approved;

(5) the proposed charges for Tonbridge Castle Chamber, as shown at Annex 7 to the report, be approved and implemented from 1 April 2014;

(6) the proposed charges for weddings in 2015/16 at Tonbridge Castle be agreed as detailed in the report; and

(7) the proposed charges for the 2014 Summer Playscheme, as detailed at Annex 9 to the report, be approved.

***Referred to Cabinet**

**LAA
13/050**

LEYBOURNE LAKES COUNTRY PARK - LICENCE ARRANGEMENTS

Decision Notice D130146MEM

The joint report of the Director of Street Scene and Leisure and Cabinet Member for Leisure, Youth and Arts brought forward proposed terms and conditions for the catering concession and fishing rights at Leybourne Lakes Country Park.

It was noted that discussions would be taking place with two local Snodland clubs currently sub-letting from Mid Kent Fisheries to investigate opportunities for them to be retained at the site through direct agreements with the Council.

RECOMMENDED: That

(1) the proposed terms and conditions for the Mobile Catering Concession and Fishing Rights at Leybourne Lakes Country Park, as outlined in the report, be noted and reported for consideration to the Finance, Innovation and Property Advisory Board on 8 January 2014; and

(2) the outcome of the competitive quotations be reported to the Leisure and Arts Advisory Board in February 2014.

**LAA
13/051**

CAPITAL PROJECTS - POST IMPLEMENTATION REVIEW

Decision Notice D130147MEM

A capital plan post implementation review was presented for consideration in respect of Tonbridge Farm Sportsground Pavilion Refurbishment.

RECOMMENDED: That the Post Implementation Review for Tonbridge Farm Sportsground Pavilion Refurbishment be endorsed.

LAA

PUBLIC OPEN SPACES - ACCESS AUDITS

13/052

Decision Notice D130148MEM

The joint report of the Director of Street Scene and Leisure and Cabinet Member for Leisure, Youth and Arts gave details of Access Audits undertaken at Tonbridge Cemetery, Tonbridge Racecourse Sportsground and Tonbridge Farm Sportsground.

RECOMMENDED: That

(1) the Access Audits for Tonbridge Cemetery, Tonbridge Racecourse Sportsground and Tonbridge Farm Sportsground, as set out respectively at Annexes 1 to 3 of the report, be noted;

(2) suggestions within the Access Audits be progressed on a priority basis as funding is identified; and

(3) Access Audits be undertaken of Tonbridge Castle Grounds in 2014, Haysden Country Park in 2015 and Leybourne Lakes Country Park in 2016.

MATTERS SUBMITTED FOR INFORMATION

**LAA
13/053**

OVERVIEW OF EVENTS

The Advisory Board received a presentation which provided an overview of the range of events that had taken place in the Borough throughout the year. The Chairman invited Members to send any photographs of local events supported by the Council for incorporation in future presentations.

**LAA
13/054**

MUSIC AT MALLING

The report provided feedback on the 2013 Festival which featured outstanding musicians in historic venues in and around West Malling. Members congratulated the organisers on a successful festival.

**LAA
13/055**

CHILDREN AND YOUNG PEOPLE UPDATE

The report provided an update on key areas of the Children and Young People work programme, including Activate, the Summer Playscheme, the Y2 Crew programme, the Local Children's Trust Board, Kent's Multi-agency Strategic Plan for Children and Young People and the Youth Forum.

Members were advised of the outcome of Kent County Council's review of Children's Centres, resulting in the closure of those at Hadlow and Larkfield. It was noted, however, that investigations were ongoing with the County Council regarding the future provision of services and activities in those locations. Local Members would be advised when any information became available.

LAA

ACTIVE PEOPLE SURVEY RESULTS

13/056

The report gave details of the results of the latest Active People Survey undertaken by Sport England which focussed on sports participation rates. Members were pleased to note that Tonbridge and Malling had the third highest adult participation rates in Kent, showing an increase of 7% since the first survey in 2005.

**LAA
13/057**

CAPITAL PLAN SCHEMES

The report updated the Advisory Board on progress with schemes contained in the Leisure Services section of the Capital Plan.

MATTERS FOR CONSIDERATION IN PRIVATE

**LAA
13/058**

EXCLUSION OF PRESS AND PUBLIC

There were no items considered in private.

The meeting ended at 2030 hours

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D130146MEM

Date: 9th December 2013

Decision(s) and Reason(s)

Leybourne Lakes Country Park - Licence Arrangements

(Report of Director of Street Scene and Leisure and Cabinet Member for Leisure, Youth and Arts)

The report brought forward proposed terms and conditions for the catering concession and fishing rights at Leybourne Lakes Country Park.

It was noted that discussions would be taking place with two local Snodland clubs currently sub-letting from Mid Kent Fisheries to investigate opportunities for them to be retained at the site through direct agreements with the Council.

Following consideration by the Leisure and Arts Advisory Board, the Cabinet Member for Leisure, Youth and Arts resolved that:

- 1) the proposed terms and conditions for the Mobile Catering Concession and Fishing Rights at Leybourne Lakes Country Park, as outlined in the report, be noted and reported for consideration to the Finance, Innovation and Property Advisory Board on 8 January 2014; and
- 2) the outcome of the competitive quotations be reported to the Leisure and Arts Advisory Board in February 2014.

Reasons: As set out in the report submitted to the Leisure and Arts Advisory Board of 9 December 2013.

Signed Cabinet Member for M Heslop
Leisure, Youth and Arts:

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 13 December 2013

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D130147MEM

Date: 9th December 2013

Decision(s) and Reason(s)

Capital Projects - Post Implementation Review

**(Report of Director of Street Scene and Leisure and Cabinet
Member for Leisure, Youth and Arts)
(Annex 1)**

**A capital plan post implementation review was presented for
consideration in respect of Tonbridge Farm Sportsground Pavilion
Refurbishment.**

Following consideration by the Leisure and Arts Advisory Board, the
Cabinet Member for Leisure, Youth and Arts resolved that:
The Post Implementation Review for Tonbridge Farm Sportsground
Pavilion Refurbishment be endorsed.

Reasons: As set out in the report submitted to the Leisure and Arts
Advisory Board of 9 December 2013.

Signed Cabinet Member for M Heslop
Leisure, Youth and Arts:

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 13 December 2013

This decision will come into force and may then be implemented on the expiry of 5
working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D130148MEM

Date: 9th December 2013

Decision(s) and Reason(s)

Public Open Spaces - Access Audits

**(Report of Director of Street Scene and Leisure and Cabinet
Member for Leisure, Youth and Arts)**

(Annex 1)

(Annex 2)

(Annex 3)

**The report gave details of Access Audits undertaken at Tonbridge
Cemetery, Tonbridge Racecourse Sportsground and Tonbridge
Farm Sportsground.**

Following consideration by the Leisure and Arts Advisory Board, the
Cabinet Member for Leisure, Youth and Arts resolved that:

- 1) the Access Audits for Tonbridge Cemetery, Tonbridge
Racecourse Sportsground and Tonbridge Farm Sportsground, as set out
respectively at Annexes 1 to 3 of the report, be noted;
- 2) suggestions within the Access Audits be progressed on a priority
basis as funding is identified; and
- 3) Access Audits be undertaken of Tonbridge Castle Grounds in
2014, Haysden Country Park in 2015 and Leybourne Lakes Country
Park in 2016.

Reasons: As set out in the report submitted to the Leisure and Arts
Advisory Board of 9 December 2013.

Signed Cabinet Member for M Heslop
Leisure, Youth and Arts:

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

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working days after publication unless it is called in.