

Meeting Next Steps



Title: Parks Task Group

Date: 7 September 2016

Present:

Cllr Francis (Chairman)	Cllr Madams	Cllr Davis
Cllr Mitchell	Terry Collier	Jackie Taylor
Cathy Munro	Ashley Boyce	

Next Steps

No.	Action	By whom	When
1.	<p>Develop a process for holding events in parks:</p> <ul style="list-style-type: none"> Review current procedure and past applications Create application form Develop criteria Appeal process Financial analysis <p>To be discussed at next task group</p>	Ashley Boyce & Cathy Munro	November task group
2.	<p>Charging in parks' car parks</p> <ul style="list-style-type: none"> Provide data on income from parks car parks <p>Circulate before next meeting</p>	Cathy Munro	Before next task group
3.	Public Conveniences	TBC	To discuss
4.	Redevelopment of Laleham Park - agreed that separate Task Group chaired by Cllr Madams would continue to operate and Cllr Madams would liaise with Task Group. Committee Services asked to check if Cllr Madams could be an ex officio member of the Task Group	Committee Services	November Task Group
5.	Staines-upon-Thames Regatta	TBC	November Task Group

Meeting Notes

1. Process for holding events in parks

It was discussed that a process should be developed and put in place for those applying to hold events in parks.

There is a currently a procedure in place whereby a request is sent to customer services, who confirm which departments must be consulted. It was agreed that this procedure should be reviewed and developed.

The procedure should ensure the Council is consulted on a timely basis; provided with sufficient details of the proposed event (i.e. extent of the event, any restrictions, timeframe, structures etc.); enable an investigation on any restrictions on the land; ensure relevant insurance is in place; health and safety compliant; complies with any other requirements (i.e. Temporary Event Notices), and ensure all relevant departments are consulted.

It was discussed that an appeal route should be put in place for rejected applications.

Financial implications should be discussed, i.e. the cost in clearing up after an event etc.

Ashley and Cathy to review the current procedure/previous applications and create a comprehensive procedure.

2. Charging in parks car park

Find out whether the Council is receiving best value. Officers to provide data on income before the next Task Group meeting.

Proposed that the Task Group will discuss possible incentives to encourage residents to use the parks at the next meeting.

3. Public Conveniences

To be discussed at a future Task Group meeting.

4. Redevelopment of Laleham Park

It was agreed that the separate Task Group chaired by Cllr Madams would continue to operate and Cllr Madams would liaise with the Parks Task Group.

Committee Services asked to check if Cllr Madams could be an ex officio member of the Task Group.

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5. Staines-upon-Thames Regatta

Proposal to explore re-introducing in the medium term a River Thames Regatta. Advised that the proposal should be discussed with Lisa Stonehouse in Leisure, with a view to her attending a future Task Group meeting.

It was suggested that the proposal could fall within the BID proposal (if there is a Yes vote in November).