



Redenhall with Harleston Town Council

Clerk: Lynda Ling
Chairman; Barry Woods

Tel/Fax: 01379 854519
E Mail: harlestontc@harlestantowncouncil.co.uk
www.harlestantowncouncil.co.uk

Memorial Leisure Centre
Wilderness Lane
Harleston
Norfolk IP20 9DD

Minutes

of the meeting of the Recreation Committee held on Wednesday 2nd November 2016 at 7.30pm in the Council Offices at the Memorial Leisure Centre, Harleston

Present: Councillors: Matthew Goodswen (Chair), Mark Betts, Martin Roberts, Gregg Rose, Lynda Ling (Town Clerk), Andy Jackson (Operations Manager – Minutes), Craig Trudgill/Neil Shannon – Football Club and Justin Martin – Tennis & Squash Club.

- 1. Welcome** – The Chairman welcomed those attending the meeting.
- 2. To receive and accept apologies from members unable to attend** – Councillor Bickley.
- 3. To receive any declarations of pecuniary or any other interest in particular matters to be raised at this meeting** – None
- 4. To approve the minutes of the Recreation Committee** - The minutes of the Recreation Committee meeting held on Wednesday 5th October 2016 were agreed and signed.

Proposed by Councillor Rose and seconded by Councillor Betts – **ALL AGREED**

- 5. To receive reports from clubs and agree on any agreed action** –

A report on behalf of the Tennis & Squash Club was given by committee member Justin Martin and included;

Club progress;

- 3 junior members have been selected to represent Norfolk in country tournaments and invited to attend training programs in the last 3 months.
- Head coach, Olly Bickley, has estimated that the clubs junior participation now places Harleston, based on junior attendees to coaching sessions, the 3rd largest club in Norfolk.
- Demand for junior coaching sessions has increased to weekdays and weekends and continues to grow.
- Ladies Participation - New Ladies leagues and monthly training / Club nights are now booked in the diary (next one Nov 2016).
- Junior Leagues – Being planned based on growth of junior participation.
- Harleston are hosting the next Norfolk Junior Squash Grand Prix (13th November).
- Olly Bickley has also been invited to managing the U17 boys county squad on behalf of Norfolk Squash.
- Internal squash leagues have recently grown due to increased membership.

Mr Martin also raised the issue of lack of heating in the squash area and reiterated that the viewing gallery during the winter months was extremely cold and not conducive to encouraging participation from player's supporters eg; parents of juniors/team supporters.

On court the temperature is often too cold during the winter months and not conducive for playing squash as the ball remains cold when it needs to be at a warm temperature to provide a consistent and higher bounce.

Mr Martin asked that this be subject to consideration during the upcoming improvements to the centres heating systems.

Mr Martin also requested that consideration be given to the cleaning and application of weed and moss killer to the tennis courts as the surface was becoming slippery.

Following discussion it was agreed that 'New Era Sports Surfaces' be commissioned to conduct the treatments at a cost of £250 (vat N/A).

Proposed by Coucillor Betts and seconded by Councillor Roberts - **ALL AGREED**

6. To receive an update on the operation of the social room by the football club and agree any necessary action – The Club Secretary, Mr Craig Trudgill informed the meeting that the operation to supply refreshments in the social rooms after matches was going very well and was proving to be popular with players and spectators alike.

Generally the room is opened from 16.00 hours until around 19.00, no logistical problems have been encountered and that whilst the set up costs had been more than anticipated the club was now breaking even.

The Club Treasurer, Mr Neil Shannon has successfully completed a bar management course and was now in a position to become the sole licensee, should the Council wish him to particularly if, as envisaged, the club look to increase the occasions the bar is in use.

A request to set up another fridge in the bar area was approved.

The club requested that the charge for the use of the facility be held back until their annual lease is reviewed in April 2017, at which time the cost to the club would be clearer and the resultant charges for the room could be included as part of their annual lease.

Following discussion it was agreed that the club would be charged £500 for the hire of the room from the start to the end of this season for use on match days, any other occasions would be charged separately.

Proposed by Councillor Betts and seconded by Councillor Rose - **ALL AGREED**

Mr Trudgill replied that he would raise the matter at the next committee meeting of the club for their consideration.

7. To receive quotations for the installation of improved lighting in the gym reception and free weights areas and agree any necessary action – The Gym Manager had requested that enhancements to the lighting in the reception and free weights area be made to improve the working conditions for staff and a better environment for members.

Following discussion it was agreed that as the cost was within budget that the Clerk be given delegated authority to order the works up to a cost of £1,500.

Proposed by Councillor Rose and seconded by Councilor Roberts - **ALL AGREED**

8. To consider quotations for the painting of the upper walls of the gym and agree any necessary action – As only one quotation had been received to date it was agreed to defer this item to the next meeting.

9. To discuss laying a public footpath from the Wilderness Lane vehicle entrance to the car park and agree any necessary action - Councillor Rose informed the meeting that he was concerned that members of the public were being forced to enter the grounds via the vehicle access to avoid walking on wet, muddy and slippery ground.

Following discussion it was agreed that the Operations Manager and Councillor Rose would meet to discuss the proposed specification and that quotations for the work would be obtained -

ACTION – CR/ABJ

10. To discuss outstanding works and agree any necessary action – The installation of the storage container and signage on the grounds was discussed. The delay in the siting of the containers had been caused partly by waiting for confirmation that planning permission was not required, and the incapacity through sickness of maintenance staff to prepare for the delivery and installation. It is envisaged that revised quotations and plans be resubmitted to the committee in early 2017.

The Chairman confirmed that 'remote control aerial devices' (drones), would be prohibited from use on the grounds and as such the signage could now be completed. The Chairman stated that the following notices would be displayed at all entrances;

- No dogs off leads except in the caged dog run area adjacent to the tennis courts.
- No barbeques or bonfires.
- The use of remote control aerial devices (drones) is prohibited.
- CCTV is in operation on these grounds.
- In case of emergency a defibrillator is available in the gym.
- The postcode for the grounds in case of a need to notify emergency services is IP20 9DD.

Car park gates to state;

- Opening and closing times of the gates.
- Contact number to release cars.
- Possessions left in your vehicle are at your discretion and the council bears no liability for the loss or damage to property or vehicles.
- 5 mph speed limit.

The Operations Manager is to source quotations.

Proposed by Coucillor Betts and seconded by Councillor Goodswen - **ONE ABSTENTION**

The Operations Manager confirmed that the replacement boiler would be installed week beginning 14 November and the renovation of the social room ceiling would commence week beginning 6 February 2017.

11. To discuss any health and safety items – None

12. To receive reports from committee members (for information only) – None.

13. To resolve to approve items of expenditure: - Payments already made £2,640.87, cheques to be signed £418.25, BACS payments £780.03.

Proposed by Councillor Betts and seconded by Councillor Rose -

ALL AGREED

14. To be informed of significant correspondence and agree any necessary action. – None.

15. Date and time of next meeting – Wednesday 7th December 2016 at 7.30pm in the Council Offices, Harleston Leisure Centre

Meeting ended at 8.39 pm.

Signed

Date.....