



Redenhall with Harleston Town Council

Clerk: Lynda Ling
Chairman; Barry Woods

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Memorial Leisure Centre
Wilderness Lane
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Minutes

of the meeting of the Recreation Committee held on Wednesday 7th September 2016 at 7.30pm in the Social Room at the Memorial Leisure Centre, Harleston

Present: Councillors: Matthew Goodswen (Chair), Frances Bickley, Mark Betts, Martin Roberts, Gregg Rose, Lynda Ling (Clerk), Andy Jackson (Operations Manager) and 3 members of the public.

- 1. Welcome** – The Chairman welcomed those attending the meeting.
- 2. To receive and accept apologies from members unable to attend** – None.
- 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 3rd August were agreed.

Agreement proposed by Councillor Betts and seconded by Councillor Bickley –

ALL AGREED

The meeting was adjourned at 7.32 pm for public participation.

Members of the public enquired as to why Harleston didn't have a skate park on the Recreation Grounds. The Chairman replied that the matter was discussed at a Recreation Committee meeting of some years ago and that the Committee had agreed in principle and had requested that the Playground Group submit a proposal for further consideration, as yet no further communication had been received.

Following discussion it was agreed that a meeting would be arranged with all parties to conduct a survey of the grounds to assess the feasibility of providing a skate park facility.

ACTION - Clerk

The meeting was reconvened at 7.40 pm.

- 5. To receive reports from clubs and agree on any agreed action** - None
- 6. To receive an update on the use of the Social Room on match days by the Football Club** - The Operations Manager reported that an agreement; including health and safety and security requirements had been drawn up and agreed by both parties. A meeting with the club had taken place to include training on operational matters.

The club had fitted out the room with refrigerators and stocked the bar which was opened on Saturday 27th August and on 3rd September, to date all had run smoothly.

7. To receive a gym report and agree any necessary action - The gym manager gave an overview of the current financial situation which indicates that the gym is performing well with increases in direct debits assisting with the overall income which should lead to an increase at the end of the financial year.

The gym manager had circulated written report on the following matters;

Re-decoration of the gym; gym staff had taken on the redecoration of the lower third of the gym to good effect themselves and were congratulated by the Councillors on their efforts. Due to height restrictions and complexity of completing the work however it was agreed that the manager should seek quotations from outside contractors to complete the work.
ACTION: N Ives-Styman

Membership Prices - the gym manager had given a breakdown of the current pricing structure in the report and recommended that increases be made. Following discussion it was agreed that the following membership price structure/calendar month would apply from November 2016;

Membership Type	Direct Debit Fee:	Contract period:	Pre-Paid Fee:	Joining & Induction Fee (pre-paid):
Platinum – Gym & Classes	£31.00	6 months	-	Free
Gold – Gym/Class only	£26.00	1 month	£30.00	£15.00, Free on DD
Gold – Gym/Class only	£22.50	6 months	-	Free
Silver - Concessionary	£17.50	6 months	£25.00	£15.00, Free on DD
Bronze – Pay as you go	-		£4.75	£15.00
Classes – Pay as you go	-	Non-member	£4.50	
Classes – pay as you go	-	Member	£2.25	
Junior Gold	£11.50	6 months	£15.00	£10.00, Free on DD
Junior Bronze	-		£3.25	£10.00

Agreement proposed by Councillor Betts and seconded by Councillor Bickley -

ALL AGREED

Class timetables; new classes are to be launched during September to boost membership sales to include; Supple Strength, Functional Fitness, pump it up and Hit Cycling. Two members of staff have been on a course to teach supple strength, other staff will receive the training.

As in-house classes were so successful, the manager proposed that to offer customers wider range of classes and to encourage new gym membership that a trial using freelance instructors be introduced. Following discussion it was agreed that a 12 week trial to include Pilates, yoga and Thai chi be introduced;

Agreement proposed by Councillor Betts and seconded by Councillor Roberts -

ALL AGREED

8. To discuss the Social Room ceiling improvements and agree any necessary action

The Chairman informed the meeting that three contractors had conducted surveys and would be submitting quotations for the repairs and insulation of the ceiling for consideration at the next meeting.

An estimate of £150 ex vat had been received to conduct associated electrical works, following discussion it was agreed that B Broughton by offered the work.

Proposed by Councillor Rose and seconded by Councillor Goodswen – **ALL AGREED
ACTION: ABJ**

9. To discuss the use by non-council employees of the Councils Wi-Fi system and agree any necessary action – Following discussion it was agreed that this matter be deferred to a meeting of the full council for their consideration.

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

10. To discuss vandalism of seating/benches on the grounds and agree any necessary action - the newly installed picnic bench and seat have been vandalised and uprooted from their foundations. Following discussion it was agreed that they would be anchored in a more secure way and that the picnic bench be sited nearer the play area/BMX track.

Proposed by Councillor Rose and seconded by Councillor Roberts – **ALL AGREED
ACTION - ABJ**

11. To receive an update on the tennis court resurfacing project and agree any necessary action – The Clerk reported that grant applications were being processed but that more sponsorship was going to be needed to reach the target.

12. To discuss the request for a skate park and agree any necessary action – This item had been discussed earlier during public participation.

13. To receive the annual play area safety inspection report and agree any necessary action – The recent inspection had confirmed that there were no high risk issues that required immediate action.

The Operations Manager highlighted that year on year the majority of the negative comments received, this year 30 or 70%, concerned the condition of the ground/matting underneath the equipment. He recommend that quotations for budgetary reasons be sourced to put in place a programme of replacement/refurbishment over the coming years, prioritising the areas in the worse condition and highest risk from falls.

ALL AGREED

ACTION- ABJ

14. To discuss any health and safety items – Following discussion it was agreed that the evacuation assembly point would be moved from its present position (Exchange 2 Building) to the middle of the main car park to ensure evacuees are at a suitably safe distance from any potential risk

Proposed by Councillor Bickley and seconded by Councillor Roberts - **ALL AGREED
ACTION- ABJ**

15. To receive reports from committee members (for information only) – Councillor Bickley asked for clarification on the relocation of the tennis club pavilion, the Chairman replied that this was included in the refurbishment plans for the courts.

16. To resolve to approve items of expenditure: Expenditure total – Payment already made £9,534.07, cheques to be signed £868.38, BACS payments -£2,032.06.

Agreement proposed by Councillor Betts and seconded by Councillor Rose -

ALL AGREED

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

17. Date and time of next meeting – Wednesday 5th October 2016 at 7.30pm in the Council Offices, Harleston Leisure Centre

Meeting ended at 8.35 pm

Signed

Date