



Redenhall with Harleston Town Council

Clerk: Mrs. L. Ling
Chairman: Mr B. Woods

Minutes

of the meeting of the Recreation Committee held on Wednesday 4th October 2017 at 7.30pm in the Council Offices at the Memorial Leisure Centre, Harleston

Present: Councillors; Frances Bickley (Chairman), Mark Betts, Ian Broughton and Greg Rose
Also present: Lynda Ling (Town Clerk), Tina Page, Natasha Ives-Styman and Christy Rose. 2 members of the public.

1. **Welcome** – The chairman welcomed those present at the meeting.
2. **To receive and accept apologies from members unable to attend** – Apologies were received and accepted from Councillor Roberts
3. **To receive any declarations of pecuniary or any other interests in particular matters to be raised at this meeting** – None.
4. **Approval of minutes of a meeting of the Recreation Committee held on Wednesday 6th September 2017** – Agreement proposed by Councillor Betts and seconded by Councillor Rose.
ALL AGREED
5. **Matters arising** – Councillor Bickley reported the following:
 - **Horse riding on the recreation ground** – A gentleman has asked if his wife could ride her horse around the rec only in walk, she would be volunteering for the police and would wear a high-viz jacket. The councillors would like to thank the lady, but due to health and safety the council will have to decline the offer. Proposed by Councillor Rose and seconded by Councillor Betts
ALL AGREED
6. **Chairman's Report** – None
7. **To receive reports regarding the gym, maintenance, any club reports and agree any action** – The councillors had a copy of the maintenance report, which consisted of:
 - **Recreation Area** – The maintenance team would like the council to consider purchasing three more litter bins. This was agreed
 - **Youth Shelter** – Youths have been using the football dug outs as a meeting place. This has led to lots of rubbish in the home dug out and the away dug out being used as a toilet facility. These are now shut off with the maintenance barriers. Would the council consider replacing the roof to the metal youth shelter? This was agreed

- **Fire Risk update** – The fire risk paperwork has now been updated. The Maintenance Team are now doing weekly checks, including fire alarm tests once a week. The new fire evacuation point sign has been installed in the children’s play area basketball court. Maintenance Team Leader would like to get the Councils permission to get quotes for an external alarm sounder to be installed on the outside of the building, near Exchange II. This would enable the maintenance team to assist in the event of a fire when members of staff were away from the main building.
- **Hedges** – The maintenance team will soon be cutting the Bowls Club hedge. The Maintenance Team Leader has asked for quotes to get the Swan Lane hedge cut. Due to Health and Safety the maintenance team are not allowed to do any work near the public highway as they are not certificated.
- **Wasps Nest** – The maintenance team had to destroy a wasp nest on the flat roof above the female toilet in the social club. The PPE which was purchased allows the Maintenance Team Leader to get in close without the risk of getting stung, but he will be looking into getting an appropriate piece of equipment that will allow him to get into awkward spaces for next season.

Natasha Ives-Styman discussed her report which consisted of the following:

- The gym has signed up 55 members over the last 5 weeks. 90% of the memberships sold are 6 monthly contracts. Natasha Ives-Styman would like to remove the facility of one month memberships on direct debits. Proposed by Councillor Betts and seconded by Councillor Rose. **ALL AGREED**
- Amalgamate Gold Classes and Gym into one membership. The gym usage is getting full, we can then offer classes as a solution. The classes have a capacity problem too. It was suggested that we could get Freelance instructors to help with the workload. Standing orders were suspended 7.54pm for RS to state that the classes would increase the social side of things. SK stated that the price increase from £22.50 to £27.00 is a high leap. It was then discussed about increasing the existing memberships by £1, but offer additional opportunity to go to the classes too. Standing orders reconvened at 8.01pm. The proposal was for the existing memberships to be increased by £1 proposed by Councillor Rose and seconded by Councillor Betts.

ALL AGREED

It was agreed to trial the gym and class membership proposal for 6 months and then review it.

- Safeguarding - It was pointed out by a gym member that the changing rooms are being used by 14 year olds and adults at the same time. It was agreed by the Council to factor this in when getting quotes for the refurbishment of the changing rooms.
- Personal Training - Request that personal training fees costed as 40/60 split be reviewed. This is no incentive for the trainers to provide personal training. It was suggested that the trainer pays the gym hire fee of £4.75 and gets the PT fees 100%. This is to be reviewed after 6 months. Proposed by Councillor Broughton and seconded by Councillor Rose **ALL AGREED**
- The new member of staff, Joe is doing really well and is very enthusiastic.
- CCTV – There are issues with the ‘new’ free weights area, with the weights being dropped and juniors in the room. It was decided to have a ‘respect your equipment sign’. The purchase of 2 x CCTV camera be purchased was agreed as in the budget.
- Corridors – the paint is flaking on the walls. It was requested that these and the toilets be decorated by external decorators. There is an issue with the walls being damp and this will need to be addressed first. It was agreed to obtain 3 quotes and report back to the recreation committee.
- Staff discount on squash and tennis hire. It was agreed to continue this discount providing the courts are only booked in off peak times. The times were confirmed as Monday – Friday before 5pm and at weekends.

- Partition installation for the gym – It was requested that the floor layout of carpet and laminate be addressed when the partition doors are installed. It was agreed to obtain 3 quotes.
- Building improvements – there are three options to be considered to increase the floor space of the gym and its equipment.
 - 1 – erect half a mezzanine flooring, which would cost about £70,000
 - 2 – move the sunbed to downstairs and knock through the wall into the squash area. This would be for the resistance machine and bikes
 - 3 – To remove one of the squash courts, this would involve ply board, carpet tiles, false ceiling etc. At the moment the squash courts have 19% usage. The council decided this was not an option, we need to keep the squash courts open.

Standing Orders were suspended at 8.35pm for the Tennis and Squash to be discussed.

- Tennis – The Club would like to thank the Council for resurfacing the tennis courts.
- Club Nights – these were well attended until the courts closed. Winter season club nights will be held at Withersdale Street under floodlights.
- Weed issue – there is a weed issue on the edge of the courts nearest to the dog run. Both the clerk and Councillor Bickley are aware of this. In order to preserve the courts would it be possible to remove all the roses and bushes in the flower bed in the dog run? If this can be done the roses in their grassed off area will be removed too. The gap could then be filled with shingle. If the roses and bushes are allowed to grow much bigger the roots from the larger green bushes could soon become an issue. This was proposed by Councillor Betts and seconded by Councillor Rose.

ALL AGREED

- The Squash season is now under way. There are new members and youngsters going through. The squash coaching is still doing well. There is a need for the code of practice to be adhered to. Councillor Bickley spoke about the squash and tennis official signs that are being discussed. The squash and tennis booking system is being discussed between Natasha Ives-Styman and Olly Bickley. RS thanked the council for the new lights, but asked when the heating was going to be used. The courts need to be warm in order for the squash balls to bounce correctly. Councillor Bickley stated that she is looking into the heating issue.

Standing orders reconvened 8.48pm

- 8. Consideration of items relating to the recreation grounds and agree any action** - There is a need for rules that the squash and tennis players can adhere to. Cambridge Courts has suggested how to care for the tennis courts.
- 9. To re-visit the proposed memorial bench for Rik Newton and agree any action** – The design and colour was considered. The Council has agreed on Green. It was noted that the family will be installing the bench themselves.
- 10. To consider purchasing three litter bins for the recreation grounds and agree any action** – There is a budget for these, either out of maintenance or open spaces. Proposed by Councillor Rose and seconded by Councillor Betts **ALL AGREED**
- 11. To consider the quotes received for the installation of the bar mirror and agree any action** – There was only one quote received. Supply and install with adhesive £387.15 + VAT. Proposed by Councillor Rose and seconded by Councillor Broughton.

- 12. To discuss the scattering of poppy seeds (by the Scouts and Guides) in the conservation area on the recreation grounds and agree any action –** The Scouts and Guides have 4000 seeds they need to plant in different areas. Proposed by Councillor Rose and seconded by Councillor Broughton **ALL AGREED**
- 13. To receive reports from committee members (for information only) –** Councillor Rose reported that Exchange II building will need to be replaced within a year. They have a grant form to fill in. Councillor Broughton stated that people with prams and pushchairs are having difficulty getting on the new path.
- 14. To receive a Clerks report (for information only) –** None.
- 15. Approval of items of expenditure –** Payments already made since last meeting £9,356.08 Cheques £286.66 and BACS £10,136.16 (in addition to £3,017.41 for HMRC, Pension Fund) Proposed by Councillor Rose and seconded by Councillor Betts. **ALL AGREED**
- 16. To be informed of significant correspondence and agree any necessary action –** None
- 17. Date of the next meeting –** Wednesday 1st November 2017 at 7.00pm in the Social Room, Harleston Leisure Centre.

Meeting ended at 9.09pm

Signed

Date