



Redenhall with Harleston Town Council

Clerk: Mrs. L. Ling

Notice of Meeting

To members of the Public and Press

You are cordially invited to attend a meeting of

Redenhall with Harleston Town Council's Leisure Centre Management Committee which will be held in the Council Office, Memorial Leisure Centre on **Monday 5th November 2018 at 6.30pm** to consider the business detailed below and there will be an opportunity for public participation after agenda items 5 and 13

Signed: *Lynda Ling* - Town Clerk

Date: 29th October 2018

AGENDA

1. **Welcome**
2. **Apologies**
3. **Declarations of pecuniary or any other interests**
4. **Approval of Minutes from last meeting**
5. **Matters arising from the last meeting**

**The meeting will be adjourned for public participation
(up to a maximum of 15 minutes)**

6. **Reports**
 - Chairman's report
 - Clerks report (for information only)
 - Councillor reports (for information only)
 - Maintenance
 - Gym
7. **Finance**
 - Budget discussion and requests
 - Update on monthly income and expenditure
 - Approval of expenditure
8. **Leisure Centre Building**
 - To consider quote for HWS review and design changes within building
 - Update on weights room matting and to consider new quotes
 - Premises licence update
 - To review updated Terms & Conditions for Room Hire and Emergency Evacuation Procedure
 - Consideration of a painting quote for differing areas of the building

Memorial Leisure Centre, Wilderness Lane, Harleston, Norfolk. IP20 9DD
Telephone: 01379 854519, email: harlestontc@harlestontowncouncil.co.uk
<http://www.harlestontowncouncil.co.uk>

Office Hours: Monday, Tuesday & Friday 9.30am to 1pm and Wednesdays 1pm to 5pm

- Discussion on the purchasing of worktop for the gym kitchen
- Information on previous decisions made for work to be completed by Eyre (boiler)
- To discuss the toilets and changing rooms in the building and agree any action
- Urgent consideration required on a new rear door to the building (next to disabled toilet)

9. Football Club

- Update

10. Recreation Grounds

- Ping! Table Tennis update
- Consideration of quote to trim top and sides of hedge along Swan Lane

11. Gym

- Consideration of any items raised by the gym team including 10 year anniversary (falls on the same day as the memorial garden opening)

12. General items for discussion and agreement

- Terms of Reference

13. Significant correspondence

**The meeting will be adjourned for public participation
(up to a maximum 5 minutes)**

14. Date and time of the next meeting – Monday 3rd December 2018 at 6.30pm