



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 2nd December 2019 at 6.30pm

to consider the business detailed below and there will be an opportunity for public participation after agenda items 5 and 14

Signed: *Lynda Ling* - Town Clerk

Date: 25th November 2019

AGENDA

1. **Welcome**
2. **Apologies from members unable to attend**
3. **Declarations of pecuniary or any other interests**
4. **Approval of Minutes from last meeting – Monday 4th November 2019**
5. **Matters arising from the last meeting**

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

6. **Reports**

- Squash & Tennis report
- Football Club report
- Chairman's report
- Councillor reports (for information only)
- Clerks report (for information only)
- Gym report
- Maintenance report

7. **Finance**

- Income & Expenditure report
- Approval of expenditure
- Agreement on allocation of monies for painting in gym, banners, and mirrors (up to £4000)
- Discussion of spending on gym priorities this financial year
- Agreement on moving £5000 from reserves to a one-off project for new tools (maintenance)
- Agreement on a replacement mower for grounds and cemetery (maintenance)
- Discussion on cost of platform lift in gym being met from CIL monies (in line with recent finance committee agreement for flooring) and £400 to be included in the budget for maintenance

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

- Painting quote for studio and gym for consideration
- Consideration of interim survey for building (including roof and mezzanine in gym)
- Approval of final budget document for 2020/21

8. Leisure Centre Building

- Update on items relating to the leisure centre building including –
 - use of other areas within the building
 - downstairs changing facilities
 - quotes for heating/air conditioning units throughout the building and any agreements to move item forward

9. Football Club

- To be discussed during Reports

10. Recreation Grounds

- Drinking water fountain on the recreation grounds as suggested by gym manager and consideration of costs
- Gate locking on weekends
- Recreation Grounds Policy for discussion and agreement

11. Gym

- Discussion on any surplus of income (less expenditure) and reserves
- Extractor fan in gym – discussion on replacement costs

12. Maintenance

13. General items for discussion and agreement

- Discussion on staff Christmas party, use of social room/bar and if a contribution can be forthcoming from the council for prizes (£50)

14. Significant correspondence

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

15. Date and time of the next meeting – Monday 6th January 2020 at 6.30pm