



# 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 **Tuesday 2<sup>nd</sup> July 2019 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:** 25<sup>th</sup> June 2019

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## **AGENDA**

1. **Welcome**
2. **Apologies**
3. **Declarations of pecuniary or any other interests**
4. **Approval of Minutes from last meeting – Monday 3<sup>rd</sup> June 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**
  - Chairman's report
  - Councillor reports (for information only)
  - Clerks report (for information only)
  - Maintenance
  - Gym
  - Tennis & Squash
7. **Finance**
  - Update on monthly income and expenditure
  - Approval of expenditure
8. **Leisure Centre Building**
  - Update on the installation of a lift to social room and work required before commencement of works
  - Update on social room and gym facilities upgrades (with update on social room heating system and changing room hot water system)
  - Consideration of quotes for the cleaning of one of the tanks (Legionella)  
Quote A - £455.40 Quote B – £225.00
  - Leisure Centre audit
  - Update on a recent site visit by Anglian Water re Water Regulations Inspection
  - Staff training

Memorial Leisure Centre, Wilderness Lane, Harleston, Norfolk. IP20 9DD  
Telephone: 01379 854519, email: [harlestantc@harlestantowncouncil.co.uk](mailto:harlestantc@harlestantowncouncil.co.uk)  
<http://www.harlestantowncouncil.co.uk>

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

- Any other items relating to the leisure centre building

#### **9. Football Club**

- Discussion on conditions of football lease

#### **10. Recreation Grounds**

- Harleston & Waveney Festival update
- Consideration of quote from preferred supplier for marking out car park spaces in main car park, remarking speed humps and renewing hatched area (£650 + VAT)
- Discussion on email received regarding National Table Tennis Day – 10 years of Ping!

#### **11. Gym**

- Agreement to authorise a refund for overpayment of gym
- Gym asset register
- Agree best way forward for management of social room booking, use of, conditions of use and management of functions where bar is required.

#### **12. General items for discussion and agreement**

#### **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 5<sup>th</sup> August 2019 at 6.30pm**