



# 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 June 3rd 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:** 28<sup>th</sup> May 2019

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## **AGENDA**

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1. **Election of Chairman and Vice-Chairman**
2. **Apologies**
3. **Declarations of pecuniary or any other interests**
4. **Approval of Minutes from last meeting (7<sup>th</sup> May 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 any items relating to the building (squash changing room refurbishment possible start date and other changing room updates)
  - Update on the installation of a lift to social room and work required before commencement of works
  - Wooden Tables and chairs from social room – dispose of or keep
  - Leisure Centre audit (to include marketing, maintenance, cleanliness, customer care and maintenance of the centre– agenda item put forward by Cllr. Duffield)

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

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

- Consideration of purchase of football club's bar stock and management going forward
- Consideration of costs to move the tanning unit downstairs in the old Top2Toe room
- Discussion on the usage of the current council office space once the new office is in use
- Any other items relating to the leisure centre buildings

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

- Update on football club works and discuss the conditions of lease.
- Agreement to get football lease drawn up by council solicitor

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

- Harleston & Waveney Festival update
- Discussion on access on the entrances of the recreation grounds, in particular the entrance from Recreation Walk
- Consideration of quotes received for wet pour surfacing works around equipment in play area

#### **11. Gym**

- Agreement to authorise a refund for overpayment of classes/gym
- Gym audit for purposes of asset register
- Discussion on using redundant stairs from corridor and installing in gym to mezzanine floor

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

- Discussion on purpose and remit of a Leisure Centre sub-committee

#### **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 1<sup>st</sup> July 2019 at 6.30pm**