



Redenhall with Harleston Town Council

Clerk: Mrs. L. Ling
Chairman: Mrs. F. Bickley

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, Harleston Leisure Centre, on Monday 3rd September 2018 at 6.30 pm to consider the business detailed below.

Signed: *Lynda Ling*

Town Clerk

Date: 28th August 2018

Members of the press and public are welcome to attend - there will be an opportunity for public participation after agenda item 4 and 16

AGENDA

1. Welcome
2. To elect a Vice-Chairman
3. To receive and accept apologies from members unable to attend
4. To receive any declarations of pecuniary or any other interests in particular matters to be raised at this meeting
The meeting will be adjourned for public participation (up to a maximum of 15 minutes)
5. Chairman's report
6. To receive an update on income & expenditure
7. To discuss and agree the Terms of Reference for the Leisure Centre Management Committee structure
8. To discuss the use of the social room to hold a music evening (to raise funds for the War Memorial) and quiz night for a second event
9. To receive an update on the boiler works
10. To discuss a quote received for works to the Borderhoppa room and agree any action
11. To receive an update on the Leisure Centre toilet refurbishment and quote received for the gym kitchen flooring
12. To receive an update on maternity arrangements for two members of staff
13. To discuss the premises licence for the building and agree any action
14. To discuss a quote received for the refurbishment of the squash courts and any agreed action
15. Councillors reports (for information only)

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

16. Significant correspondence

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

17. To confirm the date and time of the next meeting – Monday 1st October 2018 at 6.30pm