

SOUTHWATER PARISH COUNCIL

Minutes of a Leisure Management Sub-Committee (being a sub-committee of the Finance and General Purposes Committee) meeting held on Wednesday 9th July, 2014 commencing at 7.30pm in the Council Chamber, Beeson House, Southwater.

Present Were: **Mr.P.Buckley (Chair)**

Mr L. Apted **Mr.G.Cole**
Mr G. Watkins

Clerk: **Mrs C.Tobin**

Leisure Centre: **Mr. S. Brew, Leisure Centre Manager**

District Councillors: **Apologies received**

Public: **2**

LC11/07/14 PUBLIC PARTICIPATION

The Chairman advised those present of the housekeeping rules in terms of fire and health and safety. The Chairman asked that Members of Council ensure that any mobile phone was either turned off or alternatively put on silent mode. Mr.Buckley indicated the safety precautions in the event of a fire or alarm being sounded. Should any member of Council wish to leave the meeting at any time to take an emergency call, they should do so through the Chair.

There were no matters raised.

LC12/07/14 APOLOGIES

There were apologies received and noted from Mrs.Flores-Moore, Mr.Francies, Mr.Nagy, and Mrs.Williamson.

LC13/07/14 DECLARATIONS OF INTEREST

There were no declarations of interest at this point.

LC14/07/14 MINUTES

It was RESOLVED by all present, that the Leisure Centre Sub-Committee Meeting minutes dated 9th April, 2014 having already been agreed by Council, should be taken as a true and correct record of the meeting held.

LC15/07/14 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements.

LC16/07/14 CORRESPONDENCE

The Clerk stated that the Council office had received no correspondence of note, other than questions raised in relation to casual bookings. Solicitors have been chased in this respect.

Elsden School of Dance

The Clerk confirmed that she had responded to this client over the issue of VAT at the Leisure Centre, however further correspondence had been received a response would be issued following the committee meetings this week.

Councillors NOTED the Clerks comments.

Bowls Club Decking

The Clerk indicated that she would like to know whether the Committee wished to pursue subject to the relevant costs being made the provision of the decking. This would enable the project to move ahead should permission be granted at any time in the future should the Bowls Club wish to proceed.

Councillors NOTED the Clerks comments.

LC17/07/14 LEISURE CENTRE MANAGER'S REPORT

The Leisure Centre Manager presented his quarterly report to Members. The Chairman asked whether Member's had any questions they wished to raise.

Option to Tax the Leisure Centre

For the reasons outlined at Full Council the option to tax had been submitted to HM Revenue & Customs and advice received. One client had written to complain about the increase and proposals for the MUGA this following a previous response to this client. A further response will be issued in due course.

Designated Premises Officer

Mr.Brew had now undertaken the relevant Personal Licence course and was to apply for his certificate. Documents will then be submitted with the application for a Premises Licence for the Leisure Centre and Easteds Barn as previously notified. Mr.Brew would be the designated Premises Officer for both buildings. Mr.Brew then discussed the process for the sale of alcohol. Mr.Watkins felt that it was important that there was additional security in relation to 18 and 21 birthday parties. **At this point Mr.Diamond who took part in the discussions declared an interest, although Mr.Diamond took part in the debate he was not a Member of the Sub-Committee (see note at the end of the minutes). Mr.Diamond's interest was that he acted as a consultant to a security company.**

The Leisure Centre Manager stated that the Centre currently had more Direct Debit members than in previous periods, PAYGO being slightly down.

Mr.Cole asked whether the bin issued had been resolved, the Clerk stated that this matter had been chased by Mrs.Vickers, the Clerk was awaiting further communication from the relevant officers.

Members NOTED the Leisure Centre Manager's Report.

Members NOTED that the option to tax the Leisure Centre land and buildings had been submitted to HM Revenue & Customs.

Members NOTED that the notification letter had been issued to all clients advising them of the changes to their hire costs and the reasons for this change in that VAT would now be charged.

Olympic Bars Report

The Leisure Manager referred to Appendix 4 of the Confidential Management Report on this matter. A general discussion then ensued as to the need to replace the existing bar. Members asked that the Leisure Centre Manager ensure that some scrap cost was received from the old bar.

The Clerk questioned whether this cost was contained in the Leisure Centre budget. Mr.Brew stated that he had included for this.

It was APPROVED by all present and voting and the Leisure Centre Manager should purchase at the cost of £210+VAT a new Olympic bar.

LC18/07/14 MAINTENANCE

The Leisure Centre Manager referred to his report, stating that he was happy to answer any questions in relation to maintenance issues.

Lardner Hall – Replacement Windows

The Clerk stated that the Leisure Centre Manager was currently evaluating the costs of replacement windows to the Lardner Hall this may prove extremely costly with provisional estimates in the region of £15-17k The Leisure Centre was now over 30 years old and was showing signs of its age. The Clerk stated that building conditions relating to the extension and building should be looked at as there may be a condition regarding the window colouring.

The Committee asked that the Leisure Centre Manager obtain quotations based on a like for like basis from three reputable companies in relation to replacement windows for the leisure centre. These costs would then be evaluated within the budget for 2015/16 unless the Clerk could find some additional grant income during 2014/15.

There was a short discussion about the effect of double taxation in relation to leisure provision, in that residents of the parish pay a proportion of the District costs and also Parish Costs which were applied to the Leisure Centre.

It was AGREED that the Leisure Centre Manager should acquire three quotations from commercial companies in relation to the replacement of windows at the Leisure Centre broken down into areas. These to meet the regulation standards for a building such as the Leisure Centre and to include for toughened glass and glare negating the need it was hoped for additional blinds. This matter to be the subject to further discussions at the Budget Meetings for 2015/16.

The Clerk to make enquiries as to the possibility of any funding from

either the County or District Councils.

Storage Container

Mr.Brew informed those present that whilst the container had been received, there were concerns regarding the fact that this seems damaged. An inspection took place on Monday 7th July.

Councillors NOTED the current position.

Football Field Repairs

The Leisure Centre Manager updated Members on the current position prior to commencement of the football season. Additional precautions will be put in place once the works begin on the Multi User Games Area project.

Councillors NOTED the works to date and those still to be completed.

Showers

The feasibility project is to be presented to the Finance & General Purposes for further discussion.

Members NOTED and APPROVED of this in terms of the potential cost should be discussed by the main committee.

LC19/07/14 HEALTH & SAFETY

The Clerk referred Member's to the Leisure Centre Manager's Report.

Members NOTED the Leisure Centre Manager's Report.

LC20/07/14 DATE OF NEXT MEETING

The date of the next meeting will be 7.30pm Wednesday 10th September 2014.

NOTE: Mr.Diamond at the end of the meeting informed Members that he had not intended to come to this meeting the time of the Finance & General Purposes committee having changed. Mr.Diamond did not vote in relation to decision made. The Committee were quorate at all times.

The meeting closed at 8.03 pm.