

Minutes of the Leisure Centre Committee Meeting held on 14 June 2023

at 7.30 pm at the Parish Office

Present: Cllrs J Armstrong, S Berlyn, G Chapman, M Hessing, L Naggs and N Orange

In attendance: Ms M Harper (Clerk)

23/24.01 Election of Chairman

Cllr Berlyn was nominated to be Chairman by Cllr Hessing and seconded by Cllr Armstrong. As there were no more nominations, Cllr Berlyn was elected unopposed.

RESOLVED: that Cllr Berlyn was elected to be Chairman of the Leisure Centre Committee.

23/24.02 Election of Vice Chairman

Cllr Armstrong was nominated to be Vice Chairman by Cllr Hessing and seconded by Cllr Berlyn. As there were no more nominations, Cllr Armstrong was elected unopposed.

RESOLVED: that Cllr Armstrong was elected to be Vice Chairman of the Leisure Centre Committee.

23/24.03 Apologies for absence

Cllr A Chapman joined the meeting via Zoom but was not permitted to vote on any items

23/24.04 Declarations of Interest

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA.

There were no declarations of interest

23/24.05 Public Question Time

There were no members of the public present

23/24.06 To approve Minutes of the Leisure Centre Sub Committee meeting held 26 April 2023

RESOLVED: that the minutes of Leisure Centre Sub Committee meeting held 26 April 2023 be approved and signed as a true record

Cllr Hessing left the meeting

23/24.07 Terms of Reference

RESOLVED: that, subject to the management of staffing being added, the Terms of Reference be recommended to Parish Council for adoption, proposed by Cllr G Chapman and seconded by Cllr Armstrong, all agreed

23/24.08 2023/24 Finance

The Clerk took committee members through the financial spreadsheet and the revised forecast

There was some discussion on the on-going viability of the market due to the lack of footfall. It was agreed that, subject to discussion with stall holders the markets would be rescheduled and held inline with events such as Halloween, Christmas, Easter and the Summer Fete. It was agreed to cancel the August and September markets due to the proximity of the summer holidays.

There was some discussion on the hall charge costs. The Clerk was asked to bring a proposal to the committee for possible implementation during September

23/24.09 2023/24 Classes

The class analysis was reviewed and poorly performing classes were noted and actions to either promote or cancel these classes was discussed

23/24.10 Handyman/Cleaner role

This item was deferred

23/24.11 Building works proposal

Moving the spin bikes to the Old Pavilion was discussed and is being trialled as this will allow the spin bike cupboard to be removed to all for expansion of the bar area. It was agreed to leave the coffee machine in the kitchen for the time being and reviewed once the kitchen works had been agreed.

Clerk to obtain quotes for expansion of the bar, refitting of the kitchen without expanding into the store cupboard in the Dawson Suite and the creation of a new reception area.

It was agreed that an entry code system to the gym would not be installed at the present time.

The new signage for the front of the Leisure Centre and the main road was discussed and the Clerk was instructed to go back to the Lifestyle Fitness designer and ask for the Leisure Centre font size to be increased.

23/24.12 Exclusion of Press and Public

RESOLVED: that in accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 that in view of the personnel nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they be instructed to withdraw, proposed by Cllr G Chapman and seconded by Cllr Orange, all agreed

23/24.13 Staffing

23/24.13.01 The Clerk provided an update on staffing including the rota cover needed for absences during July. RESOLVED: that the Leisure Centre Committee would proceed with the advice from the solicitor in terms of mediation, proposed by Cllr Berlyn and seconded by Cllr Orange, all agreed

23/24.13.02 RESOLVED: that the Leisure Centre Manager attend an IOSH Managing Safely course at a cost of £395.00, proposed by Cllr Berlyn and seconded by Cllr G Chapman, all agreed

23/24.14 Matters for Report (for information only)

There were no matters for report

23/24.15 Dates of next meeting

Tuesday 26 July at 7.30pm

There being no further business the Chairman closed the meeting at 9.37pm.

Chairman

Date