

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, A Chapman, G Chapman, M Hessing and N Orange

In attendance: Ms M Harper (Clerk)

23/24.16 Apologies for absence

Cllr Naggs

23/24.17 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

23/24.18 Public Question Time

There were no members of the public present

23/24.19 To approve Minutes of the Leisure Centre Sub Committee meeting held 14 Jun 2023

Due to the Clerks workload, this item was deferred to the next meeting

23/24.20 2023/24 Finance

The financial forecast was reviewed and the Clerk asked to separate the capital expenditure from revenue for forecasting. It was agreed that generic advertising banners should be deployed outside the Centre, for coffee/bar, classes, gym and events – the Clerk will provide costings and examples to members. The Clerk advised that the August and September market would be cancelled and a survey had been sent to existing stall holder to help determine the future of the market.

23/24.21 2023/24 Classes

The classes attendance and occupancy statistics to end of June 2023 were reviewed and noted

23/24.22 Handyman/Cleaner role

This item was deferred

23/24.23 Building works

23/24.23.01 Following discussion it was agreed that a suitable flooring for group cycle classes should be laid in the Old Pavilion and that alternative quotes would be sought and circulated to members for review.

RESOLVED: that the Clerk is authorised to spend up to £4,000.00 on appropriate flooring for the Old Pavilion in order that it can be safely used as a group cycle studio with her decision to be based on feedback from councillors, proposed by Cllr Berlyn and seconded by Cllr A Chapman, all agreed.

23/24.23.02 The Clerk advised that the Consultation Room had been completed and was in use. Cllr Berlyn thanked the Clerk and Cllr G Chapman for their work in finishing the room. It was noted that a skip would be required to tidy up the cellar and void area.

23/24.24 Replacement Equipment

Following discussion regarding the upstairs glasswasher, it was noted that before purchase of a new machine the Clerk would organise a full service to see if the external water softener could be repaired.

RESOLVED: that following review of the quotes, a new 3 door beer cooler would be purchased up to a cost of £700.00 to include installation, fitting and removal of the old one, proposed by Cllr A Chapman and seconded by Cllr Hessing, all agreed

23/24.25 Website Design

Cllrs Berlyn, G Chapman and Hessing volunteered to join a working party with Community Engagement to consider designs for the new website

23/24.26 Exclusion of Press and Public

RESOLVED: that in accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 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 Berlyn and Cllr G Chapman, all agreed

23/24.27 Staffing

23/24.27.01 There was no updated legal advice

23/24.27.02 It was noted that the Leisure Centre Manager was due back full time from 31 July, and in the meantime the Clerk would be undertaking day to day management of the Centre.

23/24.28 Matters for Report (for information only)

A brief discussion was held regarding uniforms and the Clerk asked to obtain prices for polo shirts with the Parish Council embroidered on

23/24.29 Dates of next meeting

Tuesday 5 September at 7.30pm

There being no further business the Chairman closed the meeting at 8.48pm.

Chairman

Date