

Minutes of the Leisure Centre Committee Meeting held on 4 September 2024 at 6.30pm at the Parish Office

Present: Cllrs Armstrong (Vice Chairman), Berlyn (Chairman), A Chapman, Churchouse, Hessing, Naggs and Orange

In attendance: M Harper (Clerk)

24/25.38 Apologies for absence

Cllr G Chapman

24/25.39 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.

There were no declarations of interest

24/25.40 Public Question Time

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no members of the public present

24/25.41 To approve Minutes of the Leisure Centre Committee meeting held on 22 July 2024

RESOLVED: that the minutes of the Leisure Centre Committee meeting held on 22 July 2024 be approved and signed as a true record.

24/25.42 Class Statistics

The classes attendance statistics to end July 2024 were noted

24/25.43 Membership

The membership figures to July 2024 were noted

24/25.44 2024/25 Finance

The financial information for 2024/25 was noted. The Committee expressed their thanks to the Clerk, Leisure Centre Manager and Leisure Centre staff for their hard work

24/25.45 Bar Refurbishment

24/24.45.1 The Clerk advised that the orders had been placed

24/25.45.2 It was agreed not to commission art work for the Leisure Centre Bar at this time

24/25.45.3 RESOLVED: that Day/Night blinds from Custom Fitted Blinds would be purchased at a cost of up to £1,000, proposed by Cllr Armstrong and seconded by Cllr Orange, all agreed

24/25.45.4 RESOLVED: that photos of Danbury would be converted into canvas prints for the Bar area up to the cost of £300.00, with the Chair of the Committee, the Clerk and Leisure Centre Manager choosing the photos, proposed by Cllr Armstrong and seconded by Cllr Hessing, all agreed

24/25.46 Sports Hall Floor replacement

RESOLVED: that Connect Floors be appointed to make a repair to the Sports Hall floor at a cost of £850.00, proposed by Cllr Berlyn and seconded by Cllr Orange, agreed

24/25.47 Hiring of Bar Area

RESOLVED: that the Bar would not be hired out for private events, proposed by Cllr Berlyn and seconded by Cllr Chapman, agreed

24/25.48 Cleaning Control

RESOLVED: that St Helena Cleaning Services be awarded the cleaning contract at an annual cost of £20,802.60 with all cleaning to be carried out during the Leisure Centre opening hours, proposed by Cllr Hessing and seconded by Cllr A Chapman, all agreed

24/25.49 **TV Licencing**

RESOLVED: that an additional TV licence for £126.10 in order to be able to show daytime/regular TV would be purchased, proposed by Cllr Hessing and seconded by Cllr Churchouse, agreed

24/25.50 Uniforms

It was proposed by Cllr Chapman and seconded by Cllr Armstrong that the polo shirts in black be ordered from Order Uniform UK Ltd; this was amended by Cllr Orange who proposed that the polo shirt be ordered in navy, there was no seconder and therefore the amendment failed

RESOLVED: that polo shirts for staff and volunteers working at the Leisure Centre would be purchased from Order Uniform UK Ltd with embroidered logos, proposed by Cllr Chapman and seconded by Cllr Armstrong, agreed

24/25.51 Projects

It was agreed that the refurbishment/redecoration of the Dawson Suite, reception, kitchen, stairs to gym, downstairs corridors, kitchen, bar and Sports Hall would be put forward for an allocation in respect of the community benefit fund and donation expected to be received by the Parish Council

24/25.52 Budget 2025/26

It was noted that the budget for 2024/25 will be discussed at the next meeting of the Committee and any suggestions need to be submitted to the Clerk by the end of October

24/25.53 **Matters for Report (for information only)**

Cllr Hessing advised that some members of the Leisure Centre had asked for coat hooks to be put up.

The Clerk noted that there were two options for the bar lighting, either a dimmer switch for all the lights or a system whereby half the lights could be turned off; the Committee expressed an opinion that they would prefer the dimmer light option. The decision will be made by the Clerk and Chair of the Committee under delegated powers

24/25.54 **Dates of next meeting**

Wednesday 9 November 2024 at 7.30pm

24/25.55 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 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 are instructed to withdraw, proposed by Cllr Berlyn and seconded by Cllr Armstrong, all agreed

24/25.56 Complaint

RESOLVED: that the complaint be upheld and the appropriate refund given, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

There being no further business the Chairman closed the meeting at 9.26pm

Chairman

Date