

Minutes of the meeting of the **RECREATION COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **WEDNESDAY, 2nd SEPTEMBER 2015** at **7.40 p.m.**

PRESENT **Councillor B. Hall (Chairman)** and
Councillors E. Adam, D.G. Atkinson, J. Atkinson, R. Bowman, A.M. Chandran, J.D. Clare, N. Collinson, Mrs. M. Dalton, R.S. Fleming, G.C. Gray, I. Gray, Mrs. S. Haigh, K. Henderson, J.P. Hillary, Mrs. W.P. Hillary, M. Iveson, Mrs. S.J. Iveson, P. Kjenstad, Mrs. V. Raw and C. Wheeler.

IN ATTENDANCE Councillors M. Ashcroft and P.J. Bergg.

OFFICIALS Mr A Bailey (Town Clerk)
Mr S Cooper (Environment Officer)
Mrs J Thexton (Leisure Manager)
Mr D Thompson (Works Manager)
Miss C. Ryder (Senior Admin. Officer)

30. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors W. Blenkinsopp, Mrs. B. Clare, J. Clark, M. Dalton, Mrs. I. Hewitson and W. Iveson. Ms. J. Welch (Golf Professional).

31. **MEMBERS' DISPENSATIONS**

No applications for dispensations had been received.

32. **DECLARATIONS OF INTEREST**

There were not declarations of interest.

33. **PUBLIC QUESTIONS**

There were no questions submitted from the public.

34. **MINUTES**

It was proposed by Councillor R.S. Fleming, seconded by Councillor M. Iveson and

RESOLVED - that the minutes of the meeting of the Recreation Committee held on the 1st July 2015 be confirmed as a correct record and signed by the Chairman.

35. **FESTIVAL WORKING GROUP NOTES**

To consider the notes and recommendations from the meetings of the Festival Working Group held on the 29th June and 17th August 2015.

29th June 2015 – Recommendation:-

The decision to proceed with the order to Harrisons for printing banners and fixing arms be agreed.

17th August 2015 – Recommendations:-

- i Grant requests not be accepted after 31st March. Applications not requiring grants to be accepted up until 17th May with no guarantee given that they would be included in publicity.
- ii Subject to funding criteria the full cost of an event will be given (less excluded items).
- iii Events must acknowledge the support given by the Council.
- iv Funding will not be available for raffle prizes, food or drink. Income expected for these items should not be included.
- v An 'after event' form relating to grants should be raised for individual organisations specific to what they have claimed grant for, to ask for verification that the grant has been used as intended.
- vi Publicity should be A5 brochures and A3 or A4 posters distributed to the event organisers, shops and businesses as well as advertisements/editorial to publicise the availability and the events.
- vii Large boards (similar to that used for Aycliffe Show) should also be produced to advertise the Festival.
- viii Small advertisements should be placed in the local press up to six weeks prior to the Event with a countdown to the Festival. A half-page advert in N News and smaller advert in the Advertiser should be placed in the week prior to the Festival Starting.
- ix Website and Social media should also be updated regularly.
- x Organisations which request a grant in 2016 will include formal quotations for hire of equipment and list each item of expected income as well as expenditure in a standardised format which will be included on the form.
- xi Individual charges for activities and any entrance fee will be shown on the application form.
- xii The fairground should be held at the same venue. Wording of the advertising '£1 per person' should be made clearer.
- xiii Letters should be sent to the two residents who complained about the fairground.
- xiv Organisations will be allowed to set their own charges for entry to an event.
- xv The Picnic in the Park event be held as part of the Festival in 2016.
- xvi A press release be sent out to thank the organisers and those who took part or visited events during the Festival this year.

RESOLVED - that it be recommended:-

- (i) That the recommendations from the Festival Working Group held on the 29th June and 17th August 2015 be authorised.

- (ii) That thanks be recorded to the Officials and Officers for the work carried out to make the Festival a success.
- (iii) That the Council's appreciation be recorded for the organisations who ran events during the Festival period.
- (iv) That the Festival Working Group look into the possibility of extending the period of the Festival activities for next year.

36. **OAKLEAF GOLF COMPLEX**

The Town Clerk and Golf Manager submitted their report for the 9 weeks ended the 23rd August 2015. The report updated members on income over the period along with season ticket sales.

Information from the Golf Manager set out events and coaching which is taking place.

A request was made for an additional supply of 600 dozen range balls to be purchased at a cost of £1,902.50.

RESOLVED - that it be recommended:-

- (i) That the report be received.
- (ii) That a recommendation be made to the Policy and Resources Committee in regard to the provision of a supplementary budget for the purchase of 600 dozen range balls at a cost of £1,902.50.

37. **OAKLEAF SPORTS COMPLEX – USAGE COMPARISONS**

The Leisure Manager submitted a report setting out statistical information in relation to the attendance and income at the Oakleaf Sports Complex for June and July 2015 compared with the same periods in 2014.

RESOLVED - that it be recommended that the information be received.

38. **OAKLEAF SPORTS COMPLEX – NEW DEVELOPMENTS**

The Leisure Manager submitted a report giving information in respect of new developments at the complex in respect of Drop in Bowls, Dodge Ball as a new activity during the School holidays and partnership working with Age UK.

The Complex had recently been inspected by the Food Standards Agency and had received the highest possible rating of 5 – Very Good.

RESOLVED - that it be recommended:-

- (i) That the information be received.
- (ii) That the staff be congratulated on achieving a rating of 5 in the Food Hygiene Rating.

39. **OUTSIDE EVENTS**

The Leisure Manager had produced a report to inform members of the outcome of the Fun in the Parks and also gave an update on the future Firework Display.

There had been a suggestion from a member of the public that the Firework Display should have an entry charge levied.

RESOLVED - that it be recommended:-

- (i) That the report be received.
- (ii) That no charge be levied for the entrance to the Firework Display.
- (iii) That a 'bucket' collection be authorised for the Mayor's Charity and the Rotary Club be approached to assist with the collection.

40. **OAKLEAF SPORTS COMPLEX – 18th PARTIES**

The Leisure Manager submitted a report asking members to consider the future booking of the function room for 18th parties. This was something being sought by Durham Constabulary to actively discourage under age drinking.

RESOLVED - that it be recommended:

- (i) That the report be received.
- (ii) That 18th parties be no longer allowed in the Oakleaf Sports Complex.

41. **SENIOR CITIZENS EXCURSIONS**

The Leisure and Environment Officer submitted a report requesting members to consider the provision of Senior Citizens Excursion for 2016.

Information had been submitted following customer satisfaction surveys which were completed during the trips.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the Senior Citizens Excursions continue for 2016.
- (iii) That the venues for the trips be:-
 - Lakes
 - North Yorkshire
 - Scottish Borders
 - Northumberland
 - Blackpool
 - South Shields

42. **PLAY EQUIPMENT**

The Works Manager submitted a report setting out the progress on the installation of play equipment at Horndale Park, the Oakleaf Sports Complex and Moore Lane Park.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the Mayor officially open the MUGA.

43. **WEST PARK PROGRESS**

The Works Manager submitted a report giving progress on works at West Park.

Seven seats and 5 litter bins had been requested for various locations throughout the park and to date 4 seats and 2 litter bins had been installed from Council stock items. The remaining seats and bins were to be submitted to D.C.C. by Councillor Adam under a section 106 funding bid, however, it has been advised that the application must be submitted by the Council.

Therefore a section 106 funding bid totalling £10,042 will be submitted to D.C.C. for seats, bins, footpath and viewing area. The overall cost of the improvements is estimated to be £13,041 leaving a shortfall of £2,999 to complete the project.

Rose beds and bulb planting were continuing in the Park.

Twenty standard trees had been planted in the Park with 16 of them being vandalised at a cost of £1,600. Members were asked to consider the purchase of replacement standard trees.

Provision of a junior play area is progressing and will result in quotations being sought via the government procurement portal. The hydrology and ecology study project update report was attached for information.

Lake maintenance and cleaning was ongoing together with edging work around the surrounds of the lake.

RESOLVED – that it be recommended:-

- (i) That the report be received.
- (ii) That the Town Council submit a section 106 funding bid.
- (iii) That the sum of £2,999 shortfall for the footpath and viewing area be taken from Council balances.
- (iv) That tree planting should take the form of Whips being planted in a fenced area allowing them to grow naturally.
- (v) That staff and Friends of West Park be congratulated on the works being carried out in West Park.

CHAIRMAN.