

Minutes of the meeting of the **RECREATION COMMITTEE** held in the Council Chamber, Council Offices, School Aycliffe Lane, Newton Aycliffe, on **15th OCTOBER 2014** at **7.32 p.m.**

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

OFFICIALS Mr D Austin (Finance Manager)
Mr A Bailey (Town Clerk)
Mrs M J Robinson (Leisure & Environment Assistant)
Mrs J Thexton (Leisure Manager)
Mr D Thompson (Works Manager)
Ms J Welch (Golf Manager)

43. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors B Blenkinsopp and R Bowman.

44. **MEMBERS' DISPENSATIONS**

No applications for dispensations had been received.

45. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

46. **PUBLIC QUESTIONS**

There were no questions from members of the public.

47. **MINUTES**

It was proposed by Councillor Mrs M Dalton, seconded by Councillor E Adam, and

RESOLVED - that the minutes of the meeting of the Recreation Committee held on the 3rd September 2014 be confirmed as a correct record and signed by the Chairman.

48. **FESTIVAL WORKING GROUP NOTES**

Notes and recommendations from the meeting of the Festival Working Group held on the 6th October 2014 were submitted for consideration.

1) It be requested that the Festival Working Group be given delegated powers to approve grants of up to £500.

2) The Conditions agreed at the last meeting be amended as follows:

1d Closing date be extended to 31st March but applicants should be advised that applications will be dealt with on a first come, first served basis.

3a Event documentation to be enclosed with application forms and the application form to be used be amended to:

Event held on:

- i. Own land or premises - Form EA499
- ii. Others' land or premises (not Town Council) - Form EA499
- iii. For events which require a grant exceeding £500 the following would be required - Form EA501 plus enclosures indicated on the form.
- iv. For events to be held on Town Council land the following would be needed:
 - a. public liability insurance
 - b. risk assessments
 - c. fire assessments
 - d. form EA501 plus enclosures indicated on the form

4c Consideration for inclusion in the Festival Programme will be given to suitable events organised by commercial bodies where no grant assistance is required. The events organized by these businesses would still be part of the Festival and also eligible to coverage in advertising and promotions.

6g If an event is postponed but still goes ahead, grant money will not be returnable. However, it should take place within, or very close to, the Festival period. Organisers must inform the Council if the event does not take place or is/will be postponed. Unspent grants may be recouped if the expected event does not take place.

6j It is the responsibility of the event organiser/organisation to seek funding. Where external funding is obtained, this should be shown in the Festival Application. External funding partners should be sought if possible.

6l That this item be removed as it is dealt with in in 4c.

- 3) That attendance of people outside the area be left to the discretion of the organising body. Advertising should be confined to local media, i.e. not newspapers which covered areas outside of Newton Aycliffe.
- 4) That the statement at 1d on application form EA499 be removed but if the target group includes children the organiser should be asked what arrangements they have made for safeguarding children.
- 5) That formal balance statements not be requested with the application form, but the application terms and conditions should indicate that further financial information may be required.
- 6) That Mr Walton be advised that an application form for funding would be welcome however it would be unlikely that the funding would be at the level of previous years.

- 7) That the training by Durham County Council for risk assessments and the SAG (Safety Advisory Group) process be agreed.
- 8) That the availability of application forms be advertised on the Facebook page, website and local press.
- 9) That Mr B Haldane be invited to the next meeting of the Festival Working Group to discuss the Town Centre Management's involvement in the Festival.

It was proposed by Councillor R S Fleming, seconded by Councillor Mrs M Raw and

RESOLVED –it be recommended that

- a) the report be received.
- b) the notes and recommendations from the Festival Working Group be received and approved with the exception of note number 1.

49. **OAKLEAF GOLF COMPLEX REPORT**

The Town Clerk and Golf Professional submitted their report for six weeks ended 5th October 2014. The report gave comparisons of income from the corresponding periods in the previous year. The Golf Manager informed members regarding coaching courses which had resulted in increased membership and course usage.

RESOLVED – that it be recommended that the report be received.

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

The Leisure Manager submitted a report for the six weeks ended 5th October 2014. The report compared usage figures and income from the same period in 2013.

RESOLVED – that it be recommended that the report be received.

51. **OUTSIDE EVENTS**

The Leisure Manager submitted her report for the six weeks ended 5th October 2014. The report gave details of a revised date for the Vintage Car and Model Show and an update on the organisation of the 2014 Fireworks Display. The Leisure Manager informed members of a suggestion by the security company to employ a 'stop and search' policy on the night of the Fireworks Display.

RESOLVED –it be recommended that

- i the report be received.
- ii a 'stop and search' policy not be implemented.

52. **WEST PARK**

Members were requested to consider a report from the Works Manager which advised of recent improvements carried out, proposed future works and asked members to consider the installation of four rose beds and a suggestion to install a plastic grass reinforcement footpath and seating area.

RESOLVED – that it be recommended that

- i the report be received.
- ii the footpath proposed using the ‘Golpa’ system not be agreed.
- iii the Town Clerk seek Livin to provide a tarmac construction path to be funded from the financial allowance of the ‘Golpa’ system together with additional funding provided by the Town Council.
- iv officers investigate the possibility of using remaining Section 106 monies to undertake landscape improvement works to the Park.
- v four rose beds be planted.

53. **MOORE LANE MULTI USE GAMES AREA**

The Works Manager submitted a report which asked members to consider a proposal to install a Multi Games Area at Moore Lane Park.

RESOLVED – that it be recommended

- i that the report be received.
- ii that a Multi Games Area be installed subject to the funding application for 106 monies being approved.

54. **OAKLEAF SPORTS COMPLEX SERVICE PLAN – 6 MONTH UPDATE**

The Leisure Manager submitted a report which gave information on the current position of the Service Plan Targets and Actions.

RESOLVED – that it be recommended that the report be received.

55. **SENIOR CITIZENS’ EXCURSIONS**

The Leisure and Environment Assistant submitted a report which requested members to decide upon the venues and format for the 2015 Senior Citizens’ Excursions.

RESOLVED – that it be recommended that

- i the report be received.
- ii the Excursions continue in the current format.
- iii the destinations for the Excursions be:
 - a. Lake District
 - b. North Yorkshire
 - c. Scottish Borders
 - d. Blackpool
 - e. South Shields
 - f. Northumberland

56. **CAMPING AND CARAVAN CLUB SITE**

The Town Clerk submitted a report which requested members to consider a recommendation from the Camping and Caravan Club regarding the certified site located on the field adjacent to the Depot.

RESOLVED –it be recommended that

- i the report be received.
- ii no fencing is installed.

57. **DELEGATION OF POWER – GRANTS**

The Festival Working Group had recommended that it be given delegated powers to consider and approve applications for grant monies that have been submitted by public and organisations to support their events during the Aycliffe Festival period.

RESOLVED – that it be recommended that

- i the report be received.
- ii the Festival Working Group remain a working group and seek to deal with grant allocation by delegated powers to the Recreation Committee.
- iii when necessary special meetings of the Recreation Committee be called to deal with applications.

58. **2015/2016 DRAFT RECREATION REVENUE AND CAPITAL BUDGETS**

The Finance Manager had submitted a draft Revenue and Capital Budget for 2015/2016 for members' consideration in respect of the Recreation Committee.

Members considered each section of the Budgets for the Recreation Committee and

RESOLVED – that it be recommended that the report and draft Revenue and Capital Budget figures for 2015/16 be received.

CHAIRMAN.