

**SOUTH WOODHAM FERRERS TOWN COUNCIL
LEISURE COMMITTEE**

MINUTES of a Meeting held on Tuesday 11th June 2019, at 8.00pm at
Champions Manor Hall

Present

Councillor R Crosbie (Vice Chairman)

Councillor J Birch Councillor A John
Councillor A Humphrey Councillor B Massey
Councillor K Bentley

In attendance: Town Clerk and Open Spaces Officer

L1 Apologies for Absence

Apologies for absence were **RECEIVED AND ACCEPTED** from Councillor R Weir Ewing.

L2 Declarations of Interest

There were no declarations of interest.

L3 Confirmation of Minutes

Minutes of the meeting held on 17th March 2019 were **APPROVED** as a true record and signed by the Chairman.

L4 Public Questions

No members of the public were present.

L5 Budgetary Position

The current budgetary position as at 31st May 2019 as attached to the agenda was **AGREED**.

L6 Allotments

The Town Clerk gave a verbal update on pre planning advice from Chelmsford City Council. Allotments fall into an agricultural use so planning permission on John Cox site would not be required unless a car parking area is required or a container for the purpose of storage. Committee discussed that it was felt that the development of land came under the jurisdiction of Policy and Resource and that the project would be best suited to the Policy and Resource Committee as budgets could be allocated as required.

Proposal: Policy and Resource Committee to manage and develop the John Cox site until the allotments are established

Proposed: Councillor John

Seconded: Councillor Bentley

Vote: Carried

Town Clerk to obtain where possible:

- Budget pricing for the car park area on BMX site
- Costs of a main water supply and a natural source well
- To investigate pricing for using machinery to see if more cost effective to work on half or the whole site.
- Town Clerk to apply for planning permission for allotment site with associated car park and lockable container, if appropriate

L7 Youth Club Working party (19/20 Project)

Councillor Bentley gave a verbal update from the Youth Club Working Party:

the following had been discussed : recommendation that Champions Manor Hall is used in the interim as the Youth Club location.

It is proposed we have a 'Soft Launch' on Friday 13th September, an invitation to parents and children with the intention to raise awareness, build anticipation and show the youth of the town what the Youth Club would be providing.

An opening date has been set for October 2019.

It was agreed to invite 3 potential volunteers for the Youth Club to an interview on the 27th June 2019 between 6.30pm – 8.00pm. This will be followed by the next Youth Working party meeting. An article will also go in the Focus to advertise and raise interest for volunteering at the Youth Club. Storage has been offered free of charge by Thames Shredding. This unit will be placed at Champions Manor Hall for Youth Club use.

Debbie Bartholomew, Essex Youth Service, will assist in DBS checks for Youth Working Party members that will volunteer, including the new applicants and deliver Introductory training sessions in Youth Work for all volunteers. A timetable was agreed.

It was decided the Working Party would invite Trustee positions within the Town council and then to residents in the Town. The working party will seek to agree a timeline for the establishment of the Trust at the next meeting on the 27th June 2019.

Councillor Humphrey and The Open Spaces Officer will attend the Business Meeting on 20th August 2019 with the Rotary Club to explain aims of the Youth Club with a view for funding opportunities.

Town Clerk thanked the Youth Club Working Party for their work to date but stated that for the next Leisure meeting a business plan would need to be approved by Leisure to proceed with the Youth Club if it wished to start in September. Before any more public awareness of the start date of the Youth Club is advertised authorisation must be granted by Leisure with regard to the ongoing budget, and commitment of the Town Council.

Proposal: To use Champions Manor Hall on a Friday night for the Youth Club

Proposed: Councillor John

Seconded: Councillor Crosbie

Vote: Carried

L8 Play in the Park Easter

It was **NOTED** that there was a good attendance at the Play in the Park during the Easter period.

L9 Events Sub Committee

On a proposal by Councillor Bentley, seconded by Councillor John it was **AGREED** that the Events Sub Committee is brought back to the Leisure Committee.

On a proposal by Councillor Massey, seconded by Councillor John it was **AGREED** to have an agenda Item on leisure for Events with sub titles for the Christmas Fayre and VE day 75.

L10 VE day 75

It was **AGREED** for members of the Leisure Committee to consider ideas for VE Day celebrations for discussion at the next meeting on 30th July 2019. Ideas put forward include a party in the Main Hall at CMH with 1945 bunting, a retro concert on the Bandstand, Steam fayre, and Afternoon Tea delivered to those who are not in a position to leave their home.

L11 Report to Council

It was **AGREED** that the following items be reported to Council at the next meeting 18th June 2019.

- Events Sub Committee
- VE Day 75

L12 Media Coverage

Place an advert in Focus to ask the residents of South Woodham what they would like to see in the Town to celebrate VE day 75.

L13 Next Meeting

The Committee noted that the next meeting of the Leisure Committee is to be held on Tuesday 23rd July 2019

There being no further business to discuss, the Chairman closed the meeting at 9.23pm.

Signed.....
Chairman of the Meeting

Date: 30th July 2019