

MINUTES OF THE PAVILION MANAGEMENT BOARD OF THE 15<sup>TH</sup>  
FEBRUARY 2011

PETERLEE TOWN COUNCIL

THE MINUTES OF THE MEETING

OF THE PAVILION MANAGEMENT BOARD

HELD IN THE WILLIAM JEFFREY ROOM, THE PAVILION, PETERLEE

ON TUESDAY 15<sup>TH</sup> FEBRUARY 2011

PRESENT: COUN D LANGAN (CHAIR)

Messrs: J Hardy, R Curtis, J Alvey, W M Jeffrey

& R Huitson

User Groups:-

Mrs D Miller	Passfield Community Association
Mrs P Collins	Quilters
Mr R Laverick	Rugby
Mr R Simpson	Cricket
Mr P Sutherland	Football

67. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Councillor J I Measor, Councillor D Milsom and M Skelton, (bowlers).

68. THE MINUTES OF THE LAST MEETING HELD ON THE 11<sup>TH</sup> JANUARY 2011, a copy of which had been circulated to each Member, were accepted.

It was reported that at the Clerk's Advisory Meeting it had been agreed that the Manager bring future concessions for weddings to the Management Board Meeting for approval, prior to granting these types of concession, time permitting.

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**RECOMMENDED that the Facilities Manager bring concessions for weddings to the Management Board for consideration.**

69. REPORT OF FACILITIES MANAGER

The Facilities Manager report had been circulated to each Member. The report gave progress on the following items:-

Forthcoming Bookings

MUGA

The MUGA was still generating a great deal of interest, with most evening slots block booked well in advance. However day time and weekend slots were not being regularly used and it was **RECOMMENDED a reduced rate incentive of 50% the normal rate be introduced for bookings between 9am-4pm Monday –Sunday. FURTHER RECOMMENDED this be for a trial period and the Manager report at future meeting as to it's success.**

Concessionary Use Granted (By Pavilion) Update

Roy Simpson – Cricket Meeting 1 hour HB Room 23/1/11

Rob Laverick – Peterlee Pumas 1 hour HB Room 19/1/11

Details were given to the Board on the concession granted to the Horizon Group to use the pool table.

Incident

An incident occurred on Saturday 1<sup>st</sup> January in the public bar where a table and chair were damaged. The police were called to the incident and subsequently the person involved has agreed to pay for the damage incurred, with payment being received through the Police. The amount has been split over two months with the first months payment already been received.

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It was asked that all incidents be reported to the Management Board as soon as possible. Consideration was given to what policy the Town Council intended to apply in this instance.

**RECOMMENDED the person in question be issued with a six month written ban from the Pavilion, immediately.**

Public Bar

Details were given on the Karaoke Night in the Public Bar on a Saturday night from 8pm which was proving a success. This was hosted by a member of staff and at no cost to the Town Council.

During consideration of this item details of a recent incident with the SKY Sports channels selected in the bar was discussed. It was reported that to obtain a second Sky card would cost an extra £177 which was not feasible. It was stressed that users had to cooperate when using the facility and that only staff had the use of the remote control. In an effort to accommodate all users a list would be compiled of what matches would be televised in the bar was to be produced.

In referring to the bar takings it was asked if it was worth keeping the bar open every night and it was agreed that the usage be monitored.

**RECOMMENDED that the information given, be noted.**

70. REPORT OF THE SPORTS DEVELOPMENT OFFICER

The report of the Sports Development Officer had been circulated to each Member. The report gave progress on the following items:-

**Activities**

**New Courses**

**PACES**

**Luncheon Club**

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## **Future Jobs Fund**

### **Meetings**

A Sports User meeting took place on 21<sup>st</sup> January 2011 and the outcomes were as follows:

- A training area will be marked out for sports teams to utilise as a training area at the top of the field next to the play area. It was agreed that portable football goals would be used for this area.
- Full-sized goal posts have been used to bring pitch 2 at Helford back into use as a football pitch at The Pavilion. This is only a short-term solution but a problem will resurface once the rugby season starts again.
- The importance of getting correct fixtures in promptly was expressed by the Parks Department to enable them to manage the maintenance regime and pitch rotation, especially in winter months.
- It was agreed that priority needs to be given to Peterlee teams when pitches are allocated.
- It was agreed that any additional games or bookings outside of the regular season games should be booked and paid for through the Parks Department.

The next meeting to be held Friday 4<sup>th</sup> March 2011, The Pavilion Café with all sports invited to attend.

### **Training**

**RECOMMENDED that the information given, be noted.**

## 71. REPORTS FROM THE USER GROUPS

### (a) Rugby

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The representative reported on recent successes and because of this there would be two teams in a premier and regional league, with simultaneous kick offs so two pitches would be needed. This had been reported to the Horticultural Supervisor who had suggested that aluminum rugby posts could be put up on pitch 2 again after the football season was over however this would result in a maintenance issue and so a better solution would be to arrange away fixtures to allow maintenance to be carried out.

An update on the fencing was requested. The Horticultural Supervisor felt that it was not possible to fence off one field and maintain to the required standard. The issues with the 4<sup>th</sup> pitch were highlighted but there were a number of issues relating to this that needed further consultation with all parties concerned.

There was an issue about pitch/game notification. Games had been called off by e mail by the Head Groundsman. This was to be done by telephone in future.

**RECOMMENDED that the information given, be noted.**

(b) Quilters

The representative had nothing to report to the meeting but said that everything was going well, although they requested clarification on the outstanding rent issue.

**RECOMMENDED that the information given, be noted.**

(c) Cricket Club

It was reported that fixtures were being prepared and there were more young players coming through. Progress was being made with the training pitch.

**RECOMMENDED that the information given, be noted.**

(d) Football

The representative reported that things were going well with more fixtures getting underway. There was also to be a youngsters Summer League.

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At this point reference was made to discussions at the recent Parks & Cemetery Meeting regarding the mis use of facilities and the representative was asked to go back to the Teams/members and stress that contracts would be withdrawn if this action continued. Support with parking issues was also requested.

**RECOMMENDED that the information given, be noted.**

(e) Passfield Community Association

The representative advised that it had been agreed that the “Friends of Group” and the Association would amalgamate. The dance groups were doing well and the cheerleading group was to perform at Middlesbrough FC. The representative also asked for the outstanding rent issue to be addressed.

**RECOMMENDED that the information given, be noted.**

72. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC  
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING  
ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE  
FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC  
FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES  
(ADMISSIONS TO MEETINGS) ACT 1961 AND THE LOCAL  
GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

73. SECURITY

Consideration was given to the security of the building and the Board was asked for their input with this very important issue. It was asked how many times the Security person had had to be “used” and details were given of various incidents and also where calls made to the street wardens for support. It was felt that the presence of a security person helped to stop problems arising.

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It was suggested that the incident logs should be included in the Facilities Manager's progress reports so that the Board were made aware of incidents during the month.

**RECOMMENDED that the Board consider this matter again to try and find workable solutions that may help reduce costs but at the same time keep the users and the building safe.**

74. RENTAL – PASSFIELD COMMUNITY ASSOCIATION

Consideration was given to a report prepared following a meeting with representatives of the Association regarding the level of rent requested for their regular monthly use.

**RECOMMENDED that this matter be referred to the Council Meeting for further consideration.**

75. REQUEST FOR FINANCIAL ASSISTANCE

The request from Peterlee Pumas had been referred to the Management Board from the Clerks Advisory Committee. It was reported that there was a budget "Donation to Team operations" of £3,500 in the The Pavilion budget and perhaps a donation could be made from this. It was unclear if this was on the basis of a only profit being made at the building as in place at Peterlee Football Club.

**RECOMMENDED that this donation be considered further at the next Clerk's Advisory Meeting to allow this to be clarified.**

76. SPARE LAND – HELFORD ROAD

**RECOMMENDED that a letter be sent to Durham County Council asking if there was any land available that was surplus to their requirements at Helford Road.**

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77. ST GEORGE'S DAY – 23<sup>RD</sup> APRIL 2011

The Pavilion had been booked for this day and ideas were asked for a daytime or evening event – it was noted that this was Easter Saturday.

**RECOMMENDED that the information given be noted.**

78. DATE & TIME OF THE NEXT MEETING

**RECOMMENDED that the next meeting be held on Tuesday 8<sup>th</sup> March 2011.**