

MINUTES OF THE PAVILION MANAGEMENT BOARD OF THE 8TH
MARCH 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 8TH MARCH 2011

PRESENT: COUN D LANGAN (CHAIR)

Messrs: J Hardy, R Curtis, J Alvey, D Milsom,
T Jones & R Huitson

User Groups:-

Mrs D Miller	Passfield Community Association
Mrs V Cusworth	Bar Users
Mr R Laverick	Rugby
Mr R Simpson	Cricket

79. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Councillor J I Measor, Councillor W M Jeffrey, Mrs P Collins and Mr P Sutherland.

80. THE MINUTES OF THE LAST MEETING HELD ON THE 15TH FEBRUARY 2011, a copy of which had been circulated to each Member, were accepted.

81. REPORT OF FACILITIES MANAGER

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

Forthcoming Bookings

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MUGA

Bookings for the MUGA had increased during the day on a Saturday and Sunday. The issues of an outstanding payment relating to usage of the MUGA had been raised at the Finance & General Purposes Meeting the night before. The Facilities Manager reported that most users paid up front with only a few Teams paying by invoice.

RECOMMENDED that the Sports Development Officer & Facilities Manager consider and agree systems that could be put in place to ensure that payments for the MUGA were received prior to use wherever possible.

Concessionary Use Granted (By Pavilion) Update

Roy Simpson – Cricket Meeting 1 hour HB Room 06/03/2011

Public Bar

The Karaoke nights on a Saturday were attracting new custom into the Public Bar. Thanks were recorded for the members of staff and his wife who were hosting and promoting the karaoke.

St Georges Day

The suggestions received so far for the St Georges Day celebrations was for a band in the Main Hall on the evening. The Deputy Town Clerk had spoken to the Information Centre Manager who had been tasked to contact the local schools which she had done and received interest from one school, but the event falling in the middle of the school holidays and on a Saturday caused difficulties. Following discussion it was **RECOMMENDED that a band be booked for Saturday 23rd April 2011, St George's Day and a karaoke also be held, and tickets be sold if necessary, depending on the cost of the entertainment.**

Easter Sunday

Dave Cusworth had asked if he could organise an Easter Egg Hunt on Easter Sunday for children, and also if the Town Council would donate the Easter

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eggs, as they did last year. **RECOMMENDED that the Town Council agree to this event being held and to donating the price of easter eggs, (approximately £30.00), towards the event.**

Security Incidents

The Facilities Manager gave a verbal report on the incidents recorded by the Security Guard since the last meeting.

Grass Crete Road

The Facilities Manager reported that the Horticultural Supervisor had a problem with the constant damage being made by HGV vehicles to the rugby sidelines which were having to be repaired up to twice a week. He asked for the Manager's support in contacting the breweries and DCC to ask for their assistance in preventing constant damage to the areas to the side of the road. The Manager felt that the width of the road and the need to reverse out of the site caused difficulties and also that the area was very wet which exacerbated the damage being caused.

RECOMMENDED that this matter be investigated further by Officers and a report be made with suggestions on how best to tackle this problem, in due course.

82. 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:-

Future Jobs Fund

It was reported that it had been agreed that representations should be made to the Local MP on the withdrawal of this funding.

Activities

Following a recent incident at a youth Project session the Board were asked to consider if a young person was excluded in any way from any of the sessions run on Town Council premises, should they be excluded from the

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facilities altogether? The Board agreed to this course of action and suggested that the Sports Development Officer develop a policy to implement for this area of operation.

RECOMMENDED that this course of action be agreed.

PACES

Marketing

It was suggested that the Town Centre Manager be contacted to see if there were any opportunities for the Town Council to advertise activities taking place.

Meetings

Events

A charity Walk event is scheduled for Sunday May 29th subject to permission from Durham County Council's Health and Safety Advisory Group. This event will be open to members of the community to take part in to raise money for the Great North Air Ambulance.

Sports Development Issues

Details were given and a request for the Town Council's support with concessionary use of the Facilities at The Pavilion for activities to develop sport, exercise and community activities. The Sports Development Officer asked if an element of flexibility with offering a discount or some sort of 'in-kind' support when working with partners to deliver new/existing sport/exercise/community activities, especially during the early development stages of setting up/delivery could be granted to her, (not including established sport and community groups already using Town Council facilities).

The Board fully supported this and the excellent work of the Sports Development Officer and it was agreed that this be considered further by the Clerk's Advisory Committee.

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**RECOMMENDED that this be considered further at the Clerk's
Advisory Meeting to be held on 14th March 2011.**

83. REPORTS FROM THE USER GROUPS

(a) Rugby

It was reported that the Teams were getting ready for the start of the season and potentially there was a really good summer of fixtures ahead.

RECOMMENDED that the information given, be noted.

(b) Bar Users

No problems were reported and it was reported the weekend that had just passed had been a very busy one with many different users using the bars with a lively atmosphere and everyone getting on well.

The Luncheon Club was also reported to be going well.

RECOMMENDED that the information given, be noted.

(b) Passfield Community Association/Dancers

It was reported that at a recent meeting of the Group all users were happy with the facilities being provided. Exams had been held the previous weekend with a 100% pass rate, 80 honors and 12 distinctions and the arrangements at the Pavilion had worked very well. Seats were still available for the Middlesborough football match where the cheerleader group from the Pavilion were to perform.

RECOMMENDED that the information given be noted.

(c) Cricket Club

Arrangements were in hand for the forthcoming season although it was reported that as part of the Charter Mark requirements a dedicated noticeboard was required.

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Noticeboards had been previously assessed and priced but had been put on hold due to the embargo on spending. One of the Board said there was a possible opportunity to acquire office furniture and he would investigate this further and advise the Sports Development Officer in due course.

In considering this item the Chairman suggested that a scrap book/photo album should be developed for the building. The Sports Co-ordinator suggested that this could perhaps be taken up as a project by the Youth Group and she would investigate this further. It was noted that the various groups did operate their own web sites where news and a gallery were available.

RECOMMENDED that the issue of noticeboards be progressed asap and the suggestion of a folder for the Pavilion, be agreed in principle.

84. THE MINUTES OF THE SPORTS USER MEETING OF THE 4TH MARCH 2011, a copy of which had been circulated to each Member, were approved, subject to Roy Simpson being shown as in attendance at the meeting. It was asked if, where appropriate, reserves be appointed to attend these meetings to allow business to be progressed.
85. 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.
86. INCIDENT – 22ND FEBRUARY 2011

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Details were given of a recent incident where it had been necessary to contact the local Police and had resulted in the person involved being barred from the building. This issue had been discussed at the recent Health & Safety Meeting and during discussions the issue of security of the users, staff and the building itself, was once again considered.

RECOMMENDED that the issues with reference to the CCTV be attended to as a matter of urgency.

87. DATE & TIME OF THE NEXT MEETING

RECOMMENDED that the next meeting be held on Tuesday 5th April 2011.