

MINUTES OF THE PAVILION MANAGEMENT BOARD OF THE 6TH
SEPTEMBER 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 6TH SEPTEMBER 2011

PRESENT: COUN J ALVEY (CHAIR)

Messrs: T A Jones, C J Metcalfe, R Kyle, D Milsom,

R Huitson, C Watkins & W M Jeffrey

User Groups:-

Mr D Cusworth Bar Users

Mrs P Collins Quilters

Mr R Scarth Bowlers

Mr R Simpson Cricket

14. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Councillor J I Measor.

15. THE MINUTES OF THE LAST MEETING HELD ON THE 5TH JULY 2011, a copy of which had been circulated to each Member, were accepted.

Matters Arising

Minute Number 13 – Date and Time of Next Meeting

It was asked if the change to the meeting being held at 6.00pm was convenient for users groups and Councillors to attend. This was voted on and agreed.

RECOMMENDED that future meetings of the Pavilion Management Board be held at 6.00pm.

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16. REPORT OF THE FACILITIES ASSISTANT

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

Building Maintenance - progress

Pavilion Events

Staff Training

Pavilion Bar/Lounge

New Products and Services

Use of the Kitchen

The Facilities Assistant reported the Friday night before the Show had been well received and he hoped to promote other evenings and advertise these to increase footfall. He advised that the Town Band were patronising the bar on a Monday evening, although Tuesday evenings were quieter, he hoped to trial activities to increase income and suggestions were invited. He reported on the success of the slush machine over the Show weekend and was pleased to advise that takings were up on last year.

RECOMMENDED that the information contained within the report be noted. FURTHER RECOMMENDED a £25.00 fee be set for the use of the kitchen. User Groups and Sports Users being granted free use of the kitchen.

17. 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:-

Notice Boards- in consultation with our user groups, the Sky Notice boards were now up in the foyer and had been allocated for use.

Activities

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Summer Holiday Activities

New Activities – Zumba classes

Events (Past) - a mini-health check event at the Pavilion on 3rd August 9.30 – 12.00 p.m. The event went well with 16 people taking advantage of the free mini health MOTs.

Mini Olympics

Events (Future) - a Community Consultation Event on Thursday 8th September at Eden Lane 2.00 – 7.00 p.m. The aim of this event was to gain feedback and promote community involvement in the re-development of facilities and services at Eden Lane. Flyers, posters and invitations had been used to publicize the event and Questionnaires would be used to gather the information required by the Town Council.

Meetings

Positive changes to The Youth Project delivery were reported including splitting the session into two specific age groups, making the youth project easier to manage, and the introduction of the c-card system.

It was reported the Youth Workers had been experiencing problems with young people outside The Pavilion hanging around and causing disturbances. Street Wardens had been made aware. The situation needed to be closely monitored.

The Sports Development Officer would be representing Peterlee Town Council on the newly formed Health Consortium for East Durham.

PACES

The Sports Development Officer was in the process of applying for extended funding for PACES. If successful this funding would enable the Town Council to expand the project to Eden Lane. The deadline for the extended funding was 8th September 2011.

Friends of Helford Road

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The last meeting was held on Friday 1st July 2011 and the next meeting was to be held on Friday 9th September at 12.15 p.m. in The Pavilion Bar, the Management Board was asked to promote this Group wherever possible.

Funding

The Sports Development Officer was currently working on an application to the Inspired Facilities Fund to fund the refurbishment of Eden Lane. A Working Party has been set up to oversee this project. The Community Consultation Event will hopefully support the application. A Local Member advised that he had put leaflets in local shops in the Edenhill Ward.

Marketing

A number of taster sessions took place as part of the Peterlee Show, these included Family Zumba, Indoor Bowls, Yoga, Tai Chi and Pilates.

Promotion of all Sports Development Activities also took place during the Peterlee Show weekend.

RECOMMENDED that the information given in the report, be noted.

17. REPORTS FROM THE USER GROUPS

(a) Rugby

The Representative was not present at the meeting but the Chairman asked that a letter of congratulations be sent to the Peterlee Pumas for their fantastic achievement in winning the North East Rugby League Grand Final recently.

RECOMMENDED that a letter of congratulations be sent to Peterlee Pumas.

(b) Bar Users

It was reported the bar had been quiet due to summer holidays. The representative reported on the Dale Roberts pool trophy which was held in

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between Christmas and New Year. It was hoped to add dominos onto this event and it was asked if the Committee would support the event by providing a buffet to complement it.

The bar users would be getting involved in assisting with arrangements for the New Years Eve Party. It was requested that the bar be re painted. It was assured that this was in hand. A Local Member reported he had received complaints about the seating in the bar. The Facilities Assistant reported that this had been attended to. A request was made by the representative for consideration to be given to having Carling lager installed as draught on the bar.

RECOMMENDED that a buffet be provided by the Town Council for 50 persons for the Dale Roberts Pool and Domino Trophy(ies).

FURTHER RECOMMENDED that investigations be made by the Facilities Assistant as to the possibility of having Carling lager installed a “guest ale” for a trial period.

(c) Cricket

The Representative reported that the under 11’s Team was through to the Durham Youth semi final stage. He complimented the Town Council on the upkeep of the ground/pitch which he was very proud of and felt represented the Town well.

RECOMMENDED that the information given, be noted.

(d) Bowlers

The bowlers reported that their recent demonstration had gone well with a number of expressions of interest in joining the group being made and these were to be followed up.

RECOMMENDED that the information given, be noted.

(e) Quilters

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It was reported the Group had recently supported a charity fund day for the William Brown Centre and unfortunately had missed this year's show as it clashed with their trip to Harrogate, although they hoped to be at the Show next year.

RECOMMENDED that the information given, be noted.

(f) Dance Group

The representative reported that the Cheerleaders had enjoyed taking part in this year's Grand Parade. The youngsters had been pleased with their medals for taking part in the Parade and the performances during the Twinning visit had also gone very well and were enjoyed by all. It was reported that a promotional DVD had been produced by the Group and it was asked if it could be played in the Pavilion. The Town Clerk also suggested that it could also be played at Shotton Hall. A DVD player would be required or the TV linked to a PC to allow the DVD to be played.

RECOMMENDED that approval be given for up to two DVD players be purchased and arrangements be made for the DVD to be screened at the Town Council's premises.

18. THURSDAY NIGHT QUIZ

A Local Member advised that he had been approached by a member of the bowlers who wished to host a regular quiz night in the Bar. They had discussed ideas on how to promote the quiz.

RECOMMENDED:-

- (a) **Mrs Skelton be invited to join the Management Board;**
- (b) **she be granted permission to support the running of the Thursday night Quiz in the bar;**
- (c) **the Town Council support this event be putting nibbles on in the bar.**

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19. DATE & TIME OF THE NEXT MEETING
**RECOMMENDED that the next meeting be held on Tuesday 4th
October 2011.**