

MINUTES OF THE PAVILION MANAGEMENT BOARD OF THE 4TH
OCTOBER 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 4TH OCTOBER 2011

PRESENT: COUN J ALVEY (CHAIR)

Messrs: T A Jones, C J Metcalfe, R Kyle, D Milsom,
R Huitson, R Curtis, C Watkins & W M Jeffrey

User Groups:-

Mrs P Collins

Ms H Taylor & Mr M Watson

Mr J Pratt

Quilters

Rugby

Cricket

20. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted on behalf of Councillor J I Measor and Mrs V Cusworth, R Laverick and R Simpson.

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

Matters Arising

Minute Number 18 – Thursday Night Quiz

It was reported that this person was not wishing to organise the quiz night.

22. REPORT OF THE FACILITIES ASSISTANT

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

Building maintenance

Pavilion Pre-Show party

Upcoming events

On Friday the 4th of November the band The Emerald Thieves, had been booked with tickets are on sale for £3 each. On Sunday the 11th of December at 2pm till 4pm there shall be children's Christmas party, tickets would be available soon free of charge.

A ticket price of £7.50 had now been agreed for the Christmas party night on the 16th of December. A New Years Eve event was to be hosted with Fancy dress party at £3 a ticket and there would be a disco and karaoke.

Cleaning

A weekly sheet was o be used, with a log sheet for each occasional use of the kitchen.

Quiz machine

RECOMMENDED that the contents of the report be noted and the actions taken be endorsed.

23. **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

Summer Activities

PACES

Events

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East Durham Sports Awards

Taekwondo Event

Eden Lane

Peterlee Show

Friends of Helford Road Community

RECOMMENDED that the contents of the report be noted. FURTHER RECOMMENDED a copy of the constitution of the “Friends of” be supplied to the Leader of the Council.

24. REPORTS FROM THE USER GROUPS

(a) Rugby

The Representatives reported that the Pumas had reached three of the five finals in the North East and had been awarded the League for All Award. Details of other achievements were given. It was reported there had been a problem with a double booking of pitches, but fortunately these had been resolved. **RECOMMENDED that another letter of congratulations be sent to Peterlee Pumas on their fantastic achievements helping put Peterlee on the map.**

(b) Cricket

The Representative reported that the under 11's Team was through to the Durham Youth county cup finals, after this only being the second year running this section. The presentation evening was to be organised to be hosted at The Pavilion.

RECOMMENDED that a letter of congratulations be sent on their fantastic achievements.

(c) Quilters

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It was reported the Group had recently visited Edinburgh and were now moving up to making arrangements for Christmas.

RECOMMENDED that the information given, be noted.

25. ACCIDENT REPORT

This item had been referred for further discussion from a recent meeting of the Health & Safety Committee. In considering the matter it was stressed that dancers should be wearing shoes when they were in the hall. It was stressed that all user groups used the facilities with the utmost care. The Facilities Assistant was currently obtaining prices for a piece of equipment that would assist in the detection of needles and prices were around £50.00.

RECOMMENDED approval be given for the most competitive price to be sought for the required equipment and that it be purchased. All users be reminded on the rules for the safe use of facilities.

26. DATE & TIME OF THE NEXT MEETING

RECOMMENDED that the next meeting be held on Tuesday 1st November 2011.