

MINUTES

At a meeting of the Leisure Services Committee held in the Pitman Room, The Civic Centre, St Stephens Place, Trowbridge on Tuesday 27th March 2018 at 19.00hrs.

Started 19.30hrs

Present: Councillors: David Halik (Chair), Cooper (Vice Chair), Bazan, Blackmore, Drewett, Fuller, Deb Halik and Palmen.
Officers: H Bell, Mrs T Carpenter (Minutes)
Members of Public: 0 Members of the press: 0

1844 APOLOGIES

a) **RESOLVED to accept apologies received with reasons from Cllr Bateman-Gay and Brice**

1845 MINUTES

a) **RESOLVED to approve as a correct record the Minutes of the meeting held on Tuesday 12th December 2017.**

b) No questions arose.

1846 DECLARATIONS OF INTEREST

There were no Declarations of Interest, excepting those already included on the Register.

1847 CHAIR'S ANNOUNCEMENTS

The Chair invited the Head of Leisure & Information Services to give a brief presentation on how the Town Gathering event ceremony could proceed and be improved further – see attached resumé, which proposes seven categories for the awards and only one winner in each category. The Leader of the council, Mayor and Deputy Mayor would be on panel. Categories as follows:

- Spirit of Youth award – positive contribution plus Mayor award.
- Public Sector Hero
- Charity Fundraiser of the Year
- Community Champion
- Green Award
- Club of the Year

The aim is to have more public participation and more group involvement, achieving a broad spectrum of the public. Invite shortlisted and winners and provide tea, cake and possible entertainment. Recognise lots of voluntary organisations in the town by categorizing into wards. Hayley confirmed there is a strategic plan in place.

RESOLVED that the Head of Leisure & Information Services implements the reviewed strategy for the Town Gathering event (Tuesday 8th May 2018)

1848 OPEN FORUM

There were no members of the public present.

1849 THE LEISURE SERVICES DEPARTMENT REPORT

Members considered the report, copies of which had been circulated previously with the report.

1.9 Leavers – The Chair thanked both Zoe and Jack.

2.2 Fun Days – all members requested to please display posters in their wards

2.3 Ofsted visit – congratulations

2.7 Sports Roadshow – **Action: Hayley email out dates for Roadshows**

4.2 Website - ready end of April

Initials.....Dated.....

4.3 Booking System – Action: Hayley to please continue to report to committee on booking figures

4.4 Social Media - well done – Hayley confirmed they do not currently use Snap Chat as it is not deemed suitable due to safeguarding; it is not an effective tool for communicating with the community.

5.1.1 Woodmarsh – drainage problems have meant cancelled matches which puts strain on other pitches. Lease is now signed and sent back yesterday.

6.1 Sports & Play Festival - publicity leaflets available end April.

7.3 Kick It Out Programme – proceeding with this for 2018.

7.6 Fit & Fed - joint project in April to ensure in the school holidays when poverty kicks in, that children get food, healthy dinners and learn to cook. Also providing this over summer, max 30 attend.

7.7 Guinness Book of Records – largest human poppy, need 4,000 people. Cross departmental event. Need to be properly licensed for drone. Cllr Drewett passed on a contact pilot to Hayley.

7.10 Sport Relief – Mile Run in Park- not doing it this year as stopped it nationally, have to do your own event.

1850 QUARTERLY MANAGEMENT ACCOUNTS

Cllr Fuller congratulated Hayley and her team.

Cllr Drewett enquired about the impact on the budget now that they are leasing vans. Hayley confirmed it is still within budget, that they will be covering the deposit out of this year's budget, and that next year will be in budget on vehicle maintenance. In addition, a bid has been submitted through Wiltshire Council, and travel claims will be reduced.

RESOLVED to approve the 3rd Quarter Accounts, copies of which were previously circulated with the Agenda.

1851 DATE OF NEXT MEETING

NOTED the next meeting to be held on Tuesday 12th June 2018 at 19.00 Pitman Room, The Civic Centre, St Stephens Place.

It was noted that both Cllrs Deb and David Halik will not be able to attend.

Action: Council Secretary to discuss with the Town Clerk a possible re-scheduling of meeting date.

1852 MEDIA RELEASE

**RESOLVED to make the following press releases:
Town Gathering**

Meeting closed at 20.04hrs

Signature.....Date.....

**LEISURE & INFORMATION SERVICES COMMITTEE MEETING
27th MARCH 2018**

ACTION LIST

ACTION	BY WHOM	DATE COMPLETED
<i>Sports Roadshow – email out dates for Roadshows</i>	HB	
<i>Booking System – please continue to report to committee on booking figures</i>	HB	
<p>DATE OF NEXT MEETING It was noted that both Cllrs Deb and David Halik will not be able to attend next meeting on Tuesday 12th June 2018 Discuss with the Town Clerk a possible re-scheduling of meeting date.</p>	Council Secretary	
<p><u>MEDIA RELEASE</u> RESOLVED to make the following press releases: Town Gathering</p>	HB	