

KILLAMARSH PARISH COUNCIL
SPORTS CENTRE COMMITTEE MEETING

Thursday 26th November 2020 at 12:00pm.

This meeting will be held on Zoom.

Join Zoom Meeting

<https://us02web.zoom.us/j/81906824340?pwd=Slp0ZGhGNXdjZnlYRTBrSDNLYUx2UT09>

Meeting ID: 819 0682 4340

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Meeting ID: 819 0682 4340

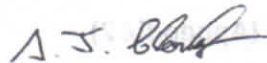
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Any of the above number can be used, they are all local rate numbers and should be included in any agreed call package/tariff. Please clarify with your provider.

Following advice, the meeting is being called by the Chair of the Council in the absence of a Clerk, to ensure Parish Council business can continue in the interim. If you are unable to attend, it is important that your apologies and reason is passed to the Chair of Council prior to the meeting. Apologies passed on through another member will not be accepted and the minutes will show as non-attendance.

Details of business to be transacted at the meeting will be shown below.

Yours faithfully,



Cllr Steve Clough

Chair of Parish Council

Members of the public are welcome to attend this meeting.

Please be aware that meetings open to the public may be recorded by representatives of the media or by members of the public. Any persons intending to record this meeting are requested to respect the wishes of members of the public who have come to speak at a meeting; and reminded that it is not permitted for oral commentary to be provided during a meeting.

The Chairman may ask people to stop recording and leave the meeting if they act in a disruptive manner.

AGENDA

1. Apologies for Absence

To receive and accept, if appropriate, apologies for absence from the meeting.

2. Declarations of members interests

To enable Members to declare the existence and nature of any Disclosable Pecuniary interests to declare in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

3. Chairman's announcements – For information only

4. Public Participation

A period of no longer than 15 minutes for members of the public to put questions or bring matters to the attention of the council.

5. Minutes of 19th November 2020

To consider and approve, if appropriate, the minutes of the Sports Centre Committee held on 19th November 2020 – **(Appendix 1)**

6. Public and Press Exclusion

To determine which items, if any, should be taken with the public excluded. If the Council decides to exclude the public, it will be necessary to pass a resolution in the following terms:

"In view of the confidential nature of some items, it may be necessary to discuss these items with the Public and Press excluded in accordance with the Public Bodies (Admission to Meetings) Act 1960, S1.

7. 2021/22 Budget Planning for Sports Centre Codes.

To review 2021/22 budget requirements for the Sports Centre – **(Appendix 2)**

8. Confidential Minutes of 19th November 2020

To consider and approve, if appropriate, the confidential minutes of the Sports Centre Committee held on 19th November 2020 – **(Appendix 3)**

9. Date & Time of next meeting

TBC

**Minutes of the Sports Centre Committee Meeting of Killamarsh Parish
Council held on Thursday 19th November 2020 at 15.00hrs**

This meeting was held via Zoom

Present: Cllr Clough (Chair), Cllr Potts (taking minutes), Cllr Mullins, Cllr Robinson

Also in attendance: D Hibberd (Sports Centre Manager)
2 members of the public

1. Apologies for Absence

Apologies were received from Cllr Whitehead.

2. Declarations of Member's Interests

None declared.

3. Chairs Announcements

None.

4. Public Participation

A period of 15 minutes was set aside for public comments/questions. No members of the public requested to speak.

5. Minutes of the Sports Centre Committee Meeting held 22nd October 2020

Minutes from the open session were accepted as a true and correct record.

6. Public and Press Exclusion

Consideration was given to which items if any should be taken with the public and press excluded, in accordance with Public Bodies (Admission to Meetings) Act 1960 S1.

RESOLVED that item 13 be taken in closed session, in the absence of the public and press - Confidential minutes from meeting held 22nd October 2020

7. Update on resolved decisions for meeting held 22nd October 2020.

Item 8 – The three surveys totalling £5450 had been ordered by DH. This was necessary as without them Chris Mills stated that the Leisure Centre would be required to close.

Item 9(i) - DH to access bank statements. Approval for this has been sent to the bank but cannot be processed until a signatory councillor signs the form.

Item 9(ii) - Finance Reporting template from Eckington PC on inspection was much the same format as the previous report we used to presented with. DCK be asked to produce reports the same as this.

Item 12 – Chair has contacted the bank but the bank still has not processed a new credit card for DH. Chair stated that the new locum clerk will progress this when in post.

Item 13 – DH had issued order to Escafeld Mechanical Services Ltd to carry out servicing.

Item 17 – Skate Park repair. DH sought 5 quotes. Order issued for work to be completed at a cost of £960.00. There was a discussion at this point as some members recalled that the quote was for the record only and Skate Park was to remain closed until there was clarity on the position of NEDDC and the Sports Centre and also OPE report.

8. Sports Centre Finances

The finance report for month 7 (October 2020) was noted.

It was highlighted that as expected both income and expenditure were below that budgeted, with the precept subsidy (income v expenditure) amounting to £30,000.

Membership is stable. Jan- March are usually busy months for the Sports Centre and if Covid levels permit, there will be a big promotion on exercise classes after Christmas 2020.

The gas supplier has been changed to a more favourable tariff but the electricity still needs looking at.

The business rate windfall was showing and DCK are aware of the intention to spend this on the environment of the village.

RECOMMENDED; That the windfall is not allocated specifically to the Environment Committee but that it should be an agenda item at full parish to enable all councillors to contribute to a discussion on how/if/when it be allocated.

9. Updates from Centre Manager -DH

Ongoing Covid Crisis - Lockdown 2 is due to end on 3rd December but there is much uncertainty about what will then happen which makes planning virtually impossible. The centre remains Covid secure.

Current Operational Status – DH is doing his own job and also monitoring incoming emails. He is working with NEDDC and has created check lists for safety checks eg Legionella and fire safety.

Staffing – Centre Manager and the Handy Person are both working their normal hours.

Three Sports attendants are providing a total of 37 hours working in the centre and helping to lock/unlock for Killamarsh Bears. The rest of their hours are furloughed.

Christmas Hours – Two options were presented. One was to close the centre completely over the Christmas period whilst the the other option was to mirror NEDDC and open between Christmas and New Year.

RESOLVED; That the centre closes completely over the Christmas period and that staff take annual leave for the non-statutory days off. This will be a much cleaner arrangement and will also solve the problem of staff wanting to book outstanding holiday entitlement.

Marketing – DH made a proposal regarding monthly payments. He would like To retain the £19 per month offer and temporarily permit payment by methods other than direct debit.

RESOLVED; That the £19 per month continues and that mandatory payment by direct debit for membership is waived to enable payment by card, cheque or cash.

10. Barriers and Bollards

Only one of the companies contacted (supplier to NEDDC) had responded to the RFQ document and subsequent chase up. As several companies had previously provided quotations, it was considered that due diligence had been demonstrated. Due to the fact that this has been in progress since June it was agreed that it be actioned as soon as possible.

RECOMMENDED; That CL Brookes be employed to install height restriction barrier and bollards at the entrance to the leisure centre car park.

11. Pest Control around the Leisure Centre

A photo had appeared on Facebook showing a rat in the car park. The Committee recognised the great job the that Handyperson does keeping the car park litter free but as there are fewer people around during lockdown vermin is becoming more visible.

RESOLVED; The DH contact the contracted pest control company with a view to laying bait boxes.

12. Status Update on NEDDC Considerations

This was still active, ongoing and looking positive. Any offer that are made will come back to KPC for consideration.

RECOMMENDED; That all councillors be included in the negotiation discussion so that all views can be aired.

13. Confidential Minutes of 22nd October 2020

Moved to closed session.

14. Date and Time of Next Meeting

The budget will be considered at the next meeting Thursday 26th November noon.

Variations on 21/22 Budget						
HEADING	AREA-INC/ME	CODE	Current 20/21 Budget	Projected 21/22 Budget	Original Forecasted 21/22 Budget	Actual 21/22 Budget Required
101 CM	RENT RECEIVED-Youth/Library	1001	250	200	250	
201 LC-IN	SAUNA	1008	600	0	700	
201 LC-IN	FITNESS MEMBERS inc corporate/mem cds	1025	105000	32000	110000	
201 LC-IN	SPORTS Eq HIRE	1048	1500	1	1700	
201 LC-IN	ROOM HIRE: LARGE HALL & ALL SPOF TS	1010	44000	2000	44500	
201 LC-IN	SQUASH COURTS	1004	21000	2000	22000	
201 LC-IN	CHILD ZONE	1054	16500	2000	17000	
201 LC-IN	GYMNASIUMS-see note b)	1031	32000	0	32000	
201 LC-IN	SMALL SPORTS HALL	1020	13000	1000	14000	
201 LC-IN	Misc/Stock sales/Bank differences	1180	300	225	300	
201 LC-IN	HMRC JRS GRANT	1186	0	17800	0	
202 LC-V	VENDING	1027	1000	150	1200	
203 LC OUT	ASTRO TURF HIRE inc misc income	1030	21000	10000	22000	
204 LC CLEAN	HMRC JRS GRANT	1186	0	3200	0	
205 LC CSA	HMRC JRS GRANT	1186	0	14500	0	
901 C S	PRECEPT SUPPORT GRANT	1172	11400	11402		
901 C S	PRECEPT	1176	496305	496305		
901 C S	Parish News letter for adverts-see expenditure	1026	0	0		
901 C S	GRANTS RECEIVED	1177	6000	0		
901 C S	BANK INTEREST	1190	0	0	1370	
902 OS	DCC RIGHTS OF WAY GRANT	1126	495	0	495	
TOTAL INC/ME			£904,620	£615,551	£410,613	£0
b) Gymnastics: income over expenditure to take into account						

STAFF COSTS						
HEADING	AREA-EXPENDITURE	CODE	Current 20/21 Budget	Projected 21/22 Budget	Original Forecasted 21/22 Budget	21/22 Budget Required
101 CM	PENSION ADDED YRS-Ex employee	4006	800	800	800	
101 CM NEW	LEGAL FEES	4056	5000	5000	5000	
101 CM	HRPAYROLL JH & S inc DBS	4063	8000	4350	8000	
201 LC-IN	SPORTS GROSS	4004	135,945	115,150	138,664	140,000
201 LC-IN	COACHES--NOT GYMNASIICS	4005	15000	6000	15000	
201 LC-IN	COACHES--GYMNASIICS inc. certificates	4007	20000	2000	20000	
201 LC-IN	RATES	4011	120000	-93703	122400	
201 LC-IN	WATER RATES	4012	3000	1000	3000	
201 LC-IN	ELECTRICITY-CENTRE	4014	37000	20000	40000	
201 LC-IN	GAS-CENTRE	4015	15000	20000	16000	
201 LC-IN	JANITORIAL SUPPLIES inc window clean	4016	3000	2500	3000	
201 LC-IN	REFUSE DISPOSAL inc bulb disp & glass	4018	4500	4500	5000	
201 LC-IN	TELEPHONE/BROADBAND	4021	3000	2500	3000	
201 LC-IN	PUBLICITY SPORTS INC COPIES	4032	2000	100	4000	
201 LC-IN	SECURITY CASH COLLECTION	4035	200	200	0	
201 LC-IN	EQUIPMENT HIRE ONLY	4036	16416	16500	16416	
201 LC-IN	MAINTENANCE CONTRACTS	4038	12000	12500	12000	
201 LC-IN	Eq & SMALL TOOLS SPORTS inc memb cds	4040	4500	1000	5000	
201 LC-IN	PROTECTIVE CLOTHING all depts	4047	1000	800	1000	
201 LC-IN	DD CHARGES SPORTS	4052	3000	1000	3500	
201 LC-IN	CARDNET CHARGES	4053	2000	1250	2200	
201 LC-IN	OTHER PROFESSIONAL FEES	4062	0	25397	0	
201 LC-IN	LICENCES MUSIC/RECORDING	4115	5000	6000	5100	
202 LC-V	PURCHASES FOR RESALE INC CL ST JOK	3103	0	0	0	
202 LC-V	EQUIPMENT HIRE-VENDING	4041	260	260	0	
203 LC OUT	OUTSIDE MAINTENANCE	4042	4000	1000	4000	
204 DOM/JAN	DOMESTIC JANITOR GROSS	4004	22875	14460	23333	23550
205 CSA	CSA GROSS	4004	57635	45000	58788	59350

Rates have been reduced to about £90k

Possible LC first payment to District

