

**Outer South Community Centres Sub Committee
MINUTES OF MEETING
Wednesday 12th August 2009**



PRESENT: Councillors: Grayshon, Dunn, Gettings and Wilson
Officer: Sarah May – South East Area Management Team
APOLOGIES: Sharon Smith – Corporate Property Management

ACTION

1. Matters arising and minutes of the last meeting

Minutes of the last meeting held on 20th May were agreed as an accurate record.

If Sharon Smith from CPM can't attend future meetings, it is requested that another officer should come along.

2. Community Centres Area Committee Report

The draft report which is set to be presented at Area Committees across the city was discussed at the meeting. A number of points were raised which are to be fed back to Neighbourhood Services Team who pulled the report together. The issues were:

- Sub Committee would like to see the prioritisation list of facilities for backlog maintenance once drawn up by CPM and be allowed time to comment on this
- A CPM officer to attend a future sub committee meeting to cover issue of maintenance
- Concerns were raised with the level of efficiency saving targets that have been set for 2009/10 and want to know who set it, why it was set and that level and rationale behind it
- Will the new policy for rental support in office space apply to other buildings not under Area Committees remit i.e. Drighlington Meeting Hall

3. Pricings & Lettings Policy

A number of changes need to be made to the Pricing & Letting Policy in order for the policy to be structured around the type of activities rather than the organisations who operate them.

A new category around meetings or activities with community benefits to be added into the policy. For example, Pubwatch and Fire Safety meetings would fall under this heading.

Prices of Weddings also to be reviewed as it's felt that the costs are too high for these functions and need to be lowered slightly.

4. Update on community facilities in Outer South Leeds

An updated version of the action plan was presented to the group.

Blackburn Hall – the purchase of Christmas decorations at the centre to be taken up through Town Centre Management, as there is some funding available for decorations in Rothwell.

Morley Town Hall - a number of improvements need to be made at the building. A surveyor has recently been to visit and has said that the ceiling in the Alexandra Hall will be re-painted where the damp repair has taken place. SM to follow up to get some idea of if or when this repair is likely to happen.

West Ardsley Community Centre – the car park at the facility is showing to be under the management of 'housing' but not sure which part – whether it is Aire Valley Homes or Strategic Landlord – further investigations to take place.

5. AOB

Health & Safety – issues were raised regarding first aid kits and evacuation procedures at community centres – should each centre have a first aid kit inside? Are evacuation notices in case of a fire displayed and are people aware of procedures in case of an emergency? To be followed up through CPM

6. Time and date of next meeting

The next meeting has been re-arranged due to a clash with Council. Therefore the meeting will be held on Wednesday 11th November, 10am, Windmill Youth Club