

**Outer South Community Centres Sub Committee**  
**Wednesday 11 August 2010**  
**Morley Town Hall 10.00am**  
**MINUTES OF MEETING**

**PRESENT:** Councillors: Bob Gettings (Chair), Don Wilson and Karen Renshaw  
 In attendance: Sharon Smith, Carl Sawyer, Trudie Canavan

**APOLOGIES:** Councillors: Terry Grayshon and Jack Dunn, Sheila Crossley, Malcolm Fisher

**1.0 Introductions & Apologies**

**ACTION**

Councillor Renshaw was welcomed as a substitute for Councillor Dunn. Carl Sawyer and Trudie Canavan were welcomed to the meeting. The following staff changes were noted, Sheila Crossley would be replaced by Malcolm Fisher. Sharon Smith would no longer be covering Rothwell. Alan Broughton (07891 272 805) would be the new officer for that area.

**2.0 Minutes of the last meeting**

Minutes of the last meeting held on 12 May were agreed as an accurate record.

**3.0 Matters Arising**

Councillor Dunn queried capital receipt from former Blackgates. Shelagh Crossley to follow up. **SC/MF**

**4.0 Property maintenance**

Monitoring of individual facility maintenance would be recorded in the Action Plan.

An update on all maintenance schedules and backlog would come to next meeting **MF**

**5.0 Pricing & Lettings**

Sample lettings had been carried out to test the new policy and process. This had not identified any major issues, although some fine tuning would be required. Hirers would be encouraged to provide more information.

Members while looking forward to seeing improvements to the system did expressed concerns about the operations of the lettings unit which centred on delays in processing paperwork and double bookings.

It was noted that a future review would look at the free use policy when groups might be receiving funding support for facility hire.

**6.0 Outer South Community Centres Action Plan**

An updated action plan was presented to the committee. Please see Action Plan. **TPO**

**7.0 Community Centres Report to September Area Committee**

This report would provide an overview of all buildings in the Outer South portfolio. It would also give a city wide view of community centres and their operation. **SM**

**8.0 AOB**

The issue of a 12 month block booking of Blackburn Hall was raised, this was in relation to the 12 temporary event notices that were available. There was a strong feeling locally that this was unfair, although it was noted that the hirer did cooperate fully when asked. A request to limit to 9 months was made. **SM**

Councillor Don Wilson confirmed that Blackburn Hall would again be required this year. **SS**

**9.0 Time and date of next meeting**

The date of the next meeting is below and a forward schedule of meetings for 2011 would be tabled for agreement at that time. **TPO**

- Wednesday 10<sup>th</sup> November, 10am, Windmill YC