

Outer South Community Centres Sub Committee Meeting

Wednesday, 7th May 2014

Windmill Youth Community Centre

Notes

Present:	Cllr Gettings(chair) ,Cllr Nagle (DN), Cllr Varley (representing Cllr Mulherin) Officers: Sharon Smith(SS), Malcolm Fisher (MF), Jonathan Sharp (JS), Moirá Burke (MB), Emma Bedford (EB) Sarn Warbis (SW), Carl Sawyer (CS)
In Attendance	Les Reed (LR)
Apologies:	Cllr Mulherin (LM), Cllr Elliott (JE)

1.0	Welcome & Apologies	ACTION
1.1	Councillor Gettings welcomed everyone to the meeting and introductions where made.	
1.2	Apologies were given for Cllr Mulherin and Cllr Elliott. Cllr Varley attended as a representative for Morley South.	
2.0	Minutes of the last meeting	
	Minutes of the last meeting held on 7 th February 2014 were agreed as an accurate record	
3.0	Pricing and Lettings Policy	
3.1	SW provided an update on the Pricing and Letting Policy: The main points were : <ul style="list-style-type: none"> • A report is going to the Citizens and Communities Leadership meeting on the 19th May to propose a draft report to go to Executive Board on the 25th June outlining the new proposals around the reviewing of Community Centres. • To look at implementing new arrangements after the consultation has taken place • To look at simplifying the pricing structure and revisit the lettings process • The suggestion is that Area Committees will retain a role in considering the rational for agreeing reduced and free lettings • To consider having a separate letting arrangements for venues such as Blackburn Hall, Morley town Hall and Yeadon Town Hall 	
3.2	LR gave an update on the new simplified application forms that are now being used. Feedback received from organisations around the use and completion of the new forms has been positive.	
3.3	Cllr Gettings stressed that applicants should be made aware that caretakers / site staff should arrive at the time stated in the application; therefore if applicants require set-up time this needs to be noted in the	

	application form	
3.4	A letter of complaint had been received regarding the booking of Morley Town Hall by Nomads Caravanner's. The complaint had been forwarded to Les Reed. LR provided an update to members and noted that the complaint had now been closed.	
4.0	Outer South Community Centre Work Plan	
4.1	The work plan was reviewed (see attached updated workplan). Action: to be updated and circulated for comments	MB
5.0	Any other business	
5.1	Blackburn Hall – Licensing LR updated members on the issue that was raised about 12 months ago when an organisation had put in a request to hold the alcohol license at Blackburn Hall. LR met with SS to look at what the implications would be if they were to obtain a license and issues where raised against this action going forward. Blackburn Hall provides a community centre facility for all members of the community and is not seen as one that provides a fully licensed facility. Provision for licenses is made via the TENs application. Blackburn Hall has the facility for 12 TEN's per year, the maximum length of time that a TEN can be in place for is 168hrs (7days). Out of 12 TENs only a couple were used in 2013. All organisations that request a booking at Blackburn Hall or any LCC buildings are provided with information pertaining to the TENs process. Cllr Nagle noted that he does see an opportunity for community groups to use Blackburn Hall and obtain an alcohol license for events if and when needed. However he did not see Blackburn Hall being fit for commercial use as a fully licensed facility as this had the potential to take away business from already existing public houses within Rothwell. All Members agreed that Blackburn Hall would be better used on an individual basis by organisations instead of it being used as a commercial enterprise. To gain wider use out of the centre Cllr Nagel suggested advertising and selling the facility more to the public.	
6.0	Time and date of next meeting	
6.1	Wednesday 5 th November 2014 at 10:00am – 11:30am Action : venue to be arranged and booked	MB
7.0	Dates of future meetings TBC	