**DRAFT Minutes of the meeting of the Leisure, Amenities & Environment Committee held at Community House on Tuesday 29th October 2024 at 7.30pm**

Present: Cllr Sharkey (Chair), Cllr Ashby-Parkin (Vice-Chair), Cllr Studd, Cllr Griffiths, Cllr Fabry, Cllr Donovan, Cllr Gallagher, Cllr Evans, Cllr Wood.

Officers: George Dyson (Town Clerk).

2 members of the public were present.

1. **LA 954 CHAIRS ANNOUNCEMENT**

The Chair opened the meeting at 19:32, welcomed everyone to the meeting, went through the fire procedure and asked that phones please be put onto silent, and informed the Committee that lots of events are coming up, information of which can be found on social media and the PTC website.

1. **LA 955 PUBLIC QUESTION TIME -** *There will be a 15-minute period whereby members of the public may ask questions on any relevant* LEISURE, AMENITIES & ENVIRONMENT matter.

There were no public questions.

1. **LA 956 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

There were no apologies for absence.

1. **LA 957 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

Cllr Wood declared an interest as an allotment tenant.

1. **LA 958 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON TUESDAY 3RD SEPTEMBER 2024**

Proposed by: Cllr Griffiths Seconded by: Cllr Evans

The minutes were **agreed** and **adopted**.

1. **LA 959 TO NOTE BUDGET UPDATE**

Cllr Gallagher asked about the electricity usage at the Gateway Café. The Clerk explained that this has been highlighted and that PTC is working with the Gateway Café and external organisations to look at how to reduce this.

The Committee **noted** the budget update.

1. **LA 960 TO DISCUSS AND AGREE BUDGET REQUIREMENTS FOR 2025/2026**

The Chair introduced the item and explained that she had met with the RFO to discuss the budgetary requirement. There was a brief discussion around the reduction in electricity costs for the Sport Park due to changes to the MUGA and increases to the budget for signage.

It was proposed that the Committee agree the budgetary requirement.

Proposed by: Cllr Fabry Seconded by: Cllr Ashby-Parkin

The Committee **resolved** to **agree** to this proposal.

1. **LA 961 TO NOTE ACTION PLAN**

It was highlighted that some of the target completion dates need revising, the Committee also briefly discussed the progression of business plan items, including that a meeting about the Green Infrastructure plan has recently taken place.

The Committee **noted** the action plan.

1. **LA 962 TO NOTE ALLOTMENT UPDATE**

Cllr Gallagher informed the Committee that work has been going on at updated the T&Cs and that these will be coming to Committee soon.

The Committee **noted** the allotment update.

1. **LA 963 TO NOTE THE COMPLAINTS LOG**

The Committee expressed concern around Groundsmen receiving abuse, but otherwise were pleased to see that there were very few complaints.

The Committee **noted** the complaints log.

1. **LA 964 TO NOTE BUSINESS PLAN**

The Committee **noted** the business plan.

1. **LA 965 TO NOTE TFG UPDATES**

No further updates received.

1. **LA 966 TO NOTE THE HUB CONSULTATION AND OPEN DAYS**

It was reported that uptake at the first session was disappointing, and that some more publicity needs to be done for future sessions. It was also commented that the consultation may need to be expanded beyond these sessions.

The Committee **noted** the update.

1. **LA 967 TO AGREE TO A PUBLIC CONSULTATION FOR THE AMMONITE PROJECT. HOWARD PEACE PARK PHASE 2**

There was a brief discussion about needing a plan for the consultation.

It was proposed that the Committee agree to proceed with a public consultation.

Proposed by: Cllr Griffiths Seconded by: Cllr Fabry

The Committee **resolved** to **agree** to this proposal.

It was further proposed that the initial consultation be done in-house, at no cost to PTC other than Officer and Councillor time and printing.

Proposed by: Cllr Donovan Seconded by: Cllr Ashby-Parkin

The Committee **resolved** to **agree** to this proposal.

1. **LA 968 TO NOTE PARKS SIGNAGE PROGRESS REPORT**

The Committee asked that it be minuted that the Meeting and Projects Officer work on the signage project is commended.

The Committee discussed ensuring that the QR code is as close to the path as possible to make it easily accessible for everyone.

The Committee **noted** the report.

1. **LA 969 TO CONFIRM DATE OF NEXT MEETING AS THE 21ST JANUARY 2025**

The next meeting was confirmed as 21st January 2025.

*There being no further business, the meeting closed at 19:57.*