

Minutes of the Recreation Committee Meeting held on Monday 22nd April 2013
2013 at 7.00pm, Social Centre

Present:	Cllrs	
	B Capstick	Chair
	R Brown	
	R Hayhurst	
	P Jordan	
	J Thomas	
	J Pickin	
	S Tulley	
	E Tunstall	
	J Tunstall	
	T Walker	
In attendance	Clare L Baxter	Town Clerk
	June A Patton	Deputy Town Clerk

1. **To receive apologies for absence**
None
2. **To receive Declarations of Interest (Disclosable Pecuniary)**
None
3. **Grounds Maintenance Report (FIO)**
Report circulated as attached.
4. **To submit items of Correspondence (FIO)**
YLCA – Joint Executive Board brief
Land Restoration Trust – Expressions of interest Frickley Park and Fryston Park
WMDC- Parish Council By Election – 9 May 2013
Makin Dixon Solicitors – Introduction letter
Northern Power Grid – Wayleave payments – Broad Lane
Beachcroft LLP – Zurich Insurance claim
5. **Westfield Centre – Updates**
 - a. **South Elmsall Community Facilities Ltd**
SECF Ltd minutes circulated to all members of the Town Council.
 - b. **Funding updates – WREN and ERDF**
Resolved. WREN funding has now been approved and a grant application has been sent for completion.
 - c. **Adult Education updates**
Resolved. The adult education programme will start in September 2013. The programme has been circulated to all members of the Town Council.

d. Child Day Centre Updates

Report from the meeting with WMDC representatives:

- WMDC representatives will need to conduct a site visit of the child care facility at the Westfield Centre to ensure it meets today's requirements
- Childcare is expensive to provide and whether it will be a social enterprise or a Town Council project it will probably not become sustainable until year 3
- 60% to 80% of costs will be used on staffing the facility
- A nominated person who will be in charge of the project needs to work with WMDC
- The nominated person needs to hold at least a level 3 in childcare qualification and have a minimum of 2 years of experience
- South Elmsall Town Council needs to look at funding for day centre furniture, toys, cots and outdoor equipment.
- The external garden needs to be safe and secure
- Ofsted need to be contacted and WMDC will assist the nominated person with the registration process
- Under 2 year olds - One staff member to 3 children
- 2 yr to 3 yr olds - One staff member to 4 children
- 3 yr to 5 yr olds - One staff member to 8 children
- A minimum of 3 staff is required to cover sickness and holiday absence
- The Ofsted registration process will take 26 weeks and must be completed before opening.

e. Biomass Boiler

Resolved. The heads of terms were agreed as per the contract. The Town Clerk will sign on behalf of the Town Council.

f. Refurbishment updates

Resolved. The Town Clerk instructed a glazier to re-fix glass window panel following the break in at the Westfield Centre.

Resolved. The Committee was asked to consider the removal of dead leg pipe work in the Westfield Centre as part of the refurbishment. The cost will be £3,634.98 plus vat with the addition of Triton OH&P. The Committee agreed to fund the removal in keeping with the overall finish and specification.

g. Community Café

Resolved. Directors of SECF Ltd will be meeting with interested parties who are keen to run the Community Café within the next few weeks.

6. Westfield Allotments

a. Updates from meeting with WMDC, Land Trust and Diocese

Resolved. The Diocese is looking at terminating the lease agreement with SETC at the end of its term in April 2015.

The diocese is holding meetings with WMDC with a view to the allotment land being considered for future development. Item deferred to the next meeting for further consideration.

7. **Casual Vacancy – South Elmsall Town Council**

Resolved. A bye election will be held on Thursday 9th May 2013 as two candidates have applied for the vacancy. The Social Centre will be used as a polling station and the Town Clerks office will not be open for business on that date.

