

TONBRIDGE AND MALLING BOROUGH COUNCIL

LEISURE AND ARTS ADVISORY BOARD

Wednesday, 22nd September, 2010

Present: Cllr Mrs M F Heslop (Chairman), Cllr T J Robins (Vice-Chairman), Cllr P F Bolt, Cllr Ms V Branson, Cllr D Keeley, Cllr B J Luker, Cllr Mrs A S Oakley, Cllr A G Sayer and Cllr Mrs C J Woodger.

Councillors Mrs Anderson, Baldock, Coffin, Rhodes and Worrall were also present pursuant to Council Procedure Rule No 15.21.

Representative: Mr A Nicholl (Tonbridge Sports Association)

Apologies for absence were received from Councillors Mrs Brown and Mrs English.

PART 1 - PUBLIC

**LAA
10/037 DECLARATIONS OF INTEREST**

Councillor Coffin declared a personal and prejudicial interest in the item on Tonbridge Castle Festival of Music and Fireworks on the grounds that his company had provided the fireworks display for the event in 2010 and he withdrew from the meeting during the discussion.

**LAA
10/038 MINUTES**

RESOLVED: That the notes of the meeting of the Leisure and Arts Advisory Board held on 18 May 2010 be approved as a correct record and signed by the Chairman.

MATTERS FOR RECOMMENDATION TO THE CABINET

**LAA
10/039 TONBRIDGE FARM SPORTSGROUND - DRAFT MANAGEMENT PLAN**

Decision Notice D100099MEM

The joint report of the Chief Leisure Officer and Cabinet Member for Leisure, Youth and Arts introduced a Draft Management Plan for Tonbridge Farm Sportsground which was presented for consideration prior to formal public consultation.

RECOMMENDED: That

(1) the draft Tonbridge Farm Sportsground Management Plan be circulated for public consultation as outlined in the report; and

(2) following consultation, the final Plan be brought forward to a future meeting of the Advisory Board for consideration.

**LAA
10/040**

TREE SAFETY STRATEGY

Decision Notice D100100MEM

Further to Decision No D100036MEM, the joint report of the Chief Leisure Officer and Cabinet Member for Leisure, Youth and Arts gave details of comments received in response to the recent external consultation on the proposed Tree Safety Strategy.

RECOMMENDED: That amendments be made to the Draft Tree Strategy, as highlighted at Annex 1 and section 1.3 of the report, and the Strategy be approved for adoption by the Council.

**LAA
10/041**

LEISURE FACILITIES - CHRISTMAS CLOSURE ARRANGEMENTS 2010

Decision Notice D100101MEM

The joint report of the Chief Leisure Officer and Cabinet Member for Leisure, Youth and Arts gave details of proposed Christmas closure arrangements for the Council's leisure facilities which took into account essential maintenance works at individual sites and followed the principles adopted for each facility in recent years.

RECOMMENDED: That the Christmas closure arrangements for the Council's leisure and customer service facilities, as detailed in the report, be agreed and publicised in the December edition of 'Here & Now' and other appropriate outlets.

**LAA
10/042**

2010 TONBRIDGE CASTLE FESTIVAL OF MUSIC AND FIREWORKS

The joint report of the Chief Leisure Officer and Cabinet Member for Leisure, Youth and Arts provided feedback on the 2010 Festival of Music and Fireworks and highlighted the factors which had contributed to the disappointing level of ticket sales. It was recommended that a detailed review of the event be undertaken in the light of ticket sales, the current market for outdoor concerts and the Council's existing and future financial position.

Members made a number of comments on the change of date, the programme content and ticket prices, and the effectiveness of the media partnership and marketing arrangements which would be taken into account during the review.

RECOMMENDED: That a detailed review of the Festival of Music and Fireworks be undertaken with a report back to the December 2010 meeting of the Leisure and Arts Advisory Board.

***Referred to Cabinet**



**LAA
10/043**

2010 SUMMER ACTIVITY PROGRAMMES FOR YOUNG PEOPLE

Decision Notice D100102MEM

The joint report of the Chief Leisure Officer and Cabinet Member for Leisure, Youth and Arts gave an update on activities for young people and children that had taken place over the summer holidays, including the Summer Playscheme, Activate and Y2 Crew.

RECOMMENDED: That the potential changes/improvements to the Council's summer activities programmes for young people, as outlined in the report, be considered and reported to the next meeting of the Advisory Board.

**LAA
10/044**

TONBRIDGE CASTLE GATEHOUSE CHARGES

Decision Notice D100103MEM

Consideration was given to the joint report of the Central Services Director and Director of Finance regarding revised charges proposed for the Tonbridge Castle Gatehouse tourist attraction for implementation from 1 April 2011.

RECOMMENDED: That

(1) the proposed charges for Tonbridge Castle Gatehouse, as outlined in the report, be agreed for implementation from 1 April 2011; and

(2) these charges be reflected in the appropriate tourism marketing material.

MATTERS SUBMITTED FOR INFORMATION

**LAA
10/045**

LEISURE SERVICES BUSINESS UNIT - INVESTORS IN PEOPLE AWARD

The Board was advised of the success of the Leisure Services Business Unit in achieving Gold Investors in People (IiP) status. Members requested that congratulations be conveyed to everyone involved.

**LAA
10/046**

CAPITAL PLAN PROGRESS REPORT

Members were advised of progress with schemes contained in the Leisure Services section of the Capital Plan, particular attention being drawn to the provision of a floodlit all-weather pitch at Wrotham School. The Chief Leisure Officer reported the successful outcome of a funding bid to the Football Foundation which would be making a grant of £250,000.

**LAA
10/047** **TONBRIDGE SWIMMING POOL - CENTENARY CELEBRATIONS**

The report outlined the ongoing success of the centenary celebrations at Tonbridge Swimming Pool with particular reference to the Family Pool Party held in July to commemorate 100 years of public swimming in Tonbridge.

**LAA
10/048** **TONBRIDGE ARTS FESTIVAL**

The report updated the Board on the confirmed programme for the inaugural Tonbridge Arts Festival, organised by a community led committee. Programmes for the festival were circulated at the meeting.

**LAA
10/049** **YOUTH & PLAY DEVELOPMENT UPDATE**

The report provided an update on activities and initiatives for children and young people, making particular reference to the Try Angle Award Winners ceremony on 2 July and the Youth Forum's youth perception project.

**LAA
10/050** **LEISURE FACILITIES - FINANCIAL PERFORMANCE**

The Chief Leisure Officer presented management information for Larkfield Leisure Centre, Angel Centre, Tonbridge Swimming Pool, Poulton Wood Golf Centre, Tonbridge Castle/Customer Services, Tonbridge Cemetery, Country Parks Car Parking Income and Poulton Wood Grounds Maintenance.

**LAA
10/051** **2010 OLYMPICS**

Mr A Nicholl (Tonbridge Sports Association) was invited to update the Board on the recent ceremony at Tonbridge School in relation to its hosting of the Australian athletics team's pre-training camp. The Chief Leisure Officer and Cabinet Member for Leisure, Youth and Arts indicated that the positive approach of both the School and Borough Council had been commended and highlighted the potential benefits of having two of the five pre-training camps in Kent located within the Borough.

MATTERS FOR CONSIDERATION IN PRIVATE

**LAA
10/052** **EXCLUSION OF PRESS AND PUBLIC**

The Chairman moved, it was seconded and

RESOLVED: That as public discussion would disclose exempt information, the following matters be considered in private.

PART 2 - PRIVATE

MATTERS FOR RECOMMENDATION TO THE CABINET

**LAA
10/053**

**LEISURE SERVICES BUSINESS UNIT - CATERING, BAR AND
VENDING CONTRACTS
(Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs
of any particular person)**

Decision Notice D100104MEM

Further to Decision No D100055MEM, the joint report of the Chief Leisure Officer and Cabinet Member for Leisure, Youth and Arts recommended renewal with the existing contractor of the Catering, Bar and Vending contract at Larkfield Leisure Centre, including investment in the catering facility. Consideration was also given to the invitation of competitive quotations for the vending contract at the Angel Centre and Tonbridge Swimming Pool.

RECOMMENDED: That

(1) authority be delegated to the Chief Leisure Officer, in consultation with the Cabinet Member for Leisure, Youth and Arts and Chairman of the Leisure and Arts Advisory Board, to conclude the arrangements set out in the report in respect of the Catering, Bar and Vending contracts for the Leisure Services Business Unit; and

(2) a report be submitted to the Finance and Property Advisory Board regarding a capital improvement scheme for the catering area at Larkfield Leisure Centre and the proposed contracted out lease.

The meeting ended at 2040 hours

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100099MEM

Date: 22nd September 2010

Decision(s) and Reason(s)

Tonbridge Farm Sportsground - Draft Management Plan

**(Report of Chief Leisure Officer and Cabinet Member for Leisure,
Youth & Arts)
(Annex 1)**

**A Draft Management Plan for Tonbridge Farm Sportsground was
presented for consideration prior to formal public consultation.**

Following consideration by the Leisure and Arts Advisory Board, the
Cabinet Member for Leisure, Youth and Arts resolved that:

- 1) the draft Tonbridge Farm Sportsground Management Plan be
circulated for public consultation as outlined in the report; and
- 2) following consultation, the final Plan be brought forward to a
future meeting of the Advisory Board for consideration.

Reasons: As set out in the report submitted to the Leisure and Arts
Advisory Board of 22 September 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 24 September 2010

This decision will come into force and may then be implemented on the expiry of 5
working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100100MEM

Date: 22nd September 2010

Decision(s) and Reason(s)

Tree Safety Strategy

**(Report of Chief Leisure Officer and Cabinet Member for Leisure,
Youth & Arts)
(Annex 1)**

**Further to Decision No D100036MEM, details were given of
comments received in response to the recent external consultation
on the proposed Tree Safety Strategy.**

Following consideration by the Leisure and Arts Advisory Board, the Cabinet Member for Leisure, Youth and Arts resolved that amendments be made to the draft Tree Safety Strategy, as highlighted at Annex 1 and section 1.3 of the report, and the Strategy be approved for adoption by the Council.

Reasons: As set out in the report submitted to the Leisure and Arts Advisory Board of 22 September 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 24 September 2010

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TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100101MEM

Date: 22nd September 2010

Decision(s) and Reason(s)

Leisure Facilities - Christmas Closure Arrangements 2010

**(Report of Chief Leisure Officer and Cabinet Member for Leisure,
Youth & Arts)**

Details were given of proposed Christmas closure arrangements for the Council's leisure facilities which took into account essential maintenance works at individual sites and followed the principles adopted for each facility in recent years.

Following consideration by the Leisure and Arts Advisory Board, the Cabinet Member for Leisure, Youth and Arts resolved that the Christmas closure arrangements for the Council's leisure and customer service facilities, as detailed in the report, be agreed and publicised in the December edition of 'Here and Now' and other appropriate outlets.

Reasons: As set out in the report submitted to the Leisure and Arts Advisory Board of 22 September 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

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TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100102MEM

Date: 22nd September 2010

Decision(s) and Reason(s)

2010 Summer Activity Programmes for Young People

**(Report of Chief Leisure Officer and Cabinet Member for Leisure,
Youth & Arts)**

(Annex 1)

(Annex 2)

(Annex 3)

(Annex 4)

**The report gave an update on activities for young people and
children that had taken place over the summer holidays, including
the Summer Playscheme, Activate and Y2 Crew.**

Following consideration by the Leisure and Arts Advisory Board, the
Cabinet Member for Leisure, Youth and Arts resolved that the potential
changes/improvements to the Council's Summer Activity Programmes
for young people, as outlined in the report, be considered and reported
to the next meeting of the Advisory Board.

Reasons: As set out in the report submitted to the Leisure and Arts
Advisory Board of 22 September 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 24 September 2010

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working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100103MEM

Date: 22nd September 2010

Decision(s) and Reason(s)

Tonbridge Castle Gatehouse Charges

**(Joint report of Central Services Director and Director of Finance)
(Annex 1)**

**Consideration was given to revised charges proposed for the
Tonbridge Castle Gatehouse tourist attraction for implementation
from 1 April 2011.**

Following consideration by the Leisure and Arts Advisory Board, the
Cabinet Member for Leisure, Youth and Arts resolved that:

- 1) the proposed charges for Tonbridge Castle Gatehouse, as
outlined in the report, be agreed for implementation from 1 April 2011;
and
- 2) these charges be reflected in the appropriate tourism marketing
material.

Reasons: As set out in the report submitted to the Leisure and Arts
Advisory Board of 22 September 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 24 September 2010

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working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100104MEM

Date: 22nd September 2010

Decision(s) and Reason(s)

Leisure Services Business Unit - Catering, Bar and Vending Contracts

(Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs of any particular person)

(Report of Chief Leisure Officer and Cabinet Member for Leisure, Youth and Arts)

(Annex 1)

Further to Decision No D100055MEM, the report recommended renewal with the existing contractor of the Catering, Bar and Vending contract at Larkfield Leisure Centre including investment in the catering facility. Consideration was also given to the invitation of competitive quotations for the Vending contract at the Angel Centre and Tonbridge Swimming Pool.

Following consideration by the Leisure and Arts Advisory Board, the Cabinet Member for Leisure, Youth and Arts resolved that:

- 1) authority be delegated to the Chief Leisure Officer, in consultation with the Cabinet Member for Leisure, Youth and Arts and the Chairman of the Leisure and Arts Advisory Board, to conclude the arrangements set out in the report in respect of the Catering, Bar and Vending contracts for the Leisure Services Business Unit; and
- 2) a report be submitted to the Finance and Property Advisory Board regarding a capital improvement scheme for the catering area at Larkfield Leisure Centre and the proposed contracted out lease.

Reasons: As set out in the report submitted to the Leisure and Arts Advisory Board of 22 September 2010 (contains exempt information).

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 24 September 2010

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