

# MARSHFIELD COMMUNITY COUNCIL

## Minutes of the Leisure Committee held on Thursday 21<sup>st</sup> June 2012

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**Present:** Karl Evans (Chairman), Adam Rowbotham, Matt Sykes

**Apologies:** Adam Sims

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**Interests:** None declared.

### Review of previous minutes

Matt ran through the previous two months' minutes and explained key issues to the group.

### Review of Current Status

Matt explained the previous work that had been carried out relating to the key leisure project and its current status.

The committee agreed that the existing charter for the Leisure Committee was too constraining in terms of facility type and location, so agreed to amend the wording of the charter as follows:-

From...

### **Functions and delegated authority**

- *To ultimately provide a new leisure facility (or facilities) within the grounds of Marshfield Village Hall to, ideally, provide something for the children/teenagers of the village to do, although this can also extend to adult leisure facilities too.*
- *To gather feedback from village residents so as to determine the most wanted facility.*
- *To contact and liaise with companies who can provide such facilities so as to obtain quotes and ultimately install a leisure facility.*
- *To make recommendations to the Community Council on all financial matters. The Community Council is responsible for the final decision*
- *To act as a liaison for the existing Council's children's play areas between users, contractors and the Community Council*

To...

### **Functions and delegated authority**

- *To ultimately provide a new leisure facility or recreational facility (or facilities) to benefit the communities of Marshfield and Castleton*
- *To gather feedback from village residents so as to determine the most wanted facility.*
- *To contact and liaise with companies and relevant bodies who can provide such facilities so as to obtain quotes and ultimately install a leisure facility.*
- *To make recommendations to the Community Council on all financial matters. The Community Council is responsible for the final decision*
- *To act as a liaison for the existing Council's children's play areas between users, contractors and the Community Council*

MCC will need to vote to agree this amendment.

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## Actions Agreed

1. Develop questionnaire for public consultation. Draft this and review with the committee. [MS]
2. Develop target groups for questionnaire [All – next meeting]
3. Agree roll out plan and media for questionnaire, including mail shots to specified groups, Marshfield Mail, web survey, school news letter. [All – next meeting]
4. Organise an open public consultation meeting to garner ideas and concerns for new leisure facility. [All – next meeting]
5. Review who should be co-opted on the Leisure Committee (eg. PFA, local residents etc). [All – next meeting]
6. Set out high level project plan, including the stage at which we engage NCC experts [All – next meeting]
7. Suggest to MCC that they send out a broad questionnaire to the community relating to all aspects of community life and needs. If agreed, use this opportunity to include question(s) about leisure needs.
8. Check that Gerry has not sent out the letter to the community saying that BMX and skate park had been excluded due to distance constraints. [KDE]
9. Review “Developing and managing play spaces in the community toolkit” brochure and feed back opinions and recommendation to the committee [AR]

## Date of Next Meeting

25<sup>th</sup> July, 2012.