

**Ballymoney Borough Council
Leisure and Amenities Committee
Meeting No: 329 – 20th March 2007**

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329.1	Minutes	<i>Adopted.</i>
329.2	Capital Projects 2007/08 in Joey Dunlop Leisure Centre	<i>Council to approve commencement of the above projects and engage the Council's consultants to draw up schemes where appropriate. Also, that approval be granted for the Chair or Vice Chair of Committee and the Director of Central & Leisure Services or her nominee to open tenders for report to Committee and Council.</i>
329.3	Good Relations Strategy 2007-2009	<i>Adopt the Good Relations Strategy 2007-2009.</i>
329.4	Ballymoney Museum – Acquisition and Disposal Policy	<i>Adopt the Acquisition and Disposal Policy for the Ballymoney Museum.</i>
329.5.1	Community Relations Grants Cloughmills Golden Oldies	<i>Recommend to Council to grant Cloughmills Golden Oldies £350 for assistance towards a community-networking event.</i>
329.5.2	Balnamore Community Association	<i>Recommend to Council to grant Balnamore Community Association £300 for assistance towards an Ulster Scots Evening.</i>
329.6	Community Support Grants	<i>Grant £100 each to (1) Stranocum & District Community Association, (2) Dunaghy Flute Band, (3) The Mill Youth Club and (4) Glebeside Community Association, 'Young at Heart'.</i>
329.7	Capital Projects 2007/08 – Select Lists	<i>Accept Council's Consultant's recommendations.</i>
329.8	Grounds Maintenance Equipment / Vehicle Tenders	<i>Accept the lowest compliant tenders received.</i>
329.9	Ballymoney Cemetery Memorials	<i>Grant permission to applicants to erect memorials in Ballymoney Cemetery, subject to usual requirements.</i>
329.10	Rasharkin Cemetery	<i>Director to advise concerning opening hours arrangements and investigate water ingress.</i>

**Ballymoney Borough Council
Leisure & Amenities Committee**

Minutes of Meeting No 329 held in Joey Dunlop Leisure Centre, Ballymoney on Tuesday, 20th March 2007 at 7.00 pm

IN THE CHAIR: F Campbell

PRESENT

Aldermen
H Connolly
J Simpson
C Cousley, Deputy Mayor

Councillors
A Cavlan
J Finlay, Mayor
M McCamphill
D McKay, MLA
A Patterson
R Wilson (Vice Chair)

APOLOGIES

Councillors
E Robinson

IN ATTENDANCE

Director of Borough Services
[Items 7-10]
Director of Central & Leisure Services
[Items 1-6]
Committee Clerk

329.1 MINUTES

Minutes of Meeting No. 327 – 20th February 2007 and Meeting No. 328 – 22nd February 2007 were circulated.

It was proposed by Councillor Patterson, seconded by Councillor McCamphill and **AGREED:**

that the minutes of the committee's meeting No 327, on 20th February 2007 and meeting No 328, on 22nd February 2007, as circulated, be confirmed as a correct record.

LEISURE SERVICES

329.2 CAPITAL PROJECTS 2007/08 IN JOEY DUNLOP LEISURE CENTRE

The Council has budgeted for the under noted projects in 2007/08

- (i) Cardiovascular Equipment in Fitness Suite
- (ii) Internal CCTV and PA System
- (iii) Main Sports Hall Lighting
- (iv) Conversion of Mat Store
- (v) Covers for Swimming Pool
- (vi) Stage Curtains

- (vii) Refurbishment of Railings and Gates at Entrance to Leisure Centre

IT IS RECOMMENDED that approval be granted to commence the projects and to engage the Council's consultants to draw up schemes where appropriate.

IT IS RECOMMENDED that approval be granted for the Chair or Vice Chair of Committee and the Director of Central and Leisure Services or her nominee to open tenders for report to Committee and Council.

It was proposed by Councillor McCamphill, seconded by Councillor McKay and **AGREED:**

to recommend to Council to approve commencement of the above projects and to engage the Council's consultants to draw up schemes where appropriate. Also, that approval be granted for the Chair or Vice Chair of Committee and the Director of Central & Leisure Services or her nominee to open tenders for report to Committee and Council.

329.3 GOOD RELATIONS STRATEGY 2007-2009

The draft Good Relations Strategy 2007-2009 was circulated for members at the meeting. The production of the draft strategy was facilitated by Vision Management Services (Consultants), engaged by the Council to undertake an audit and produce a strategy. A workshop for members to consider the detail of the strategy and action plan was held on 13th March 2007.

IT IS RECOMMENDED that the strategy be adopted.

After discussion the Director advised members that details of activities/projects to deliver on the objectives would be tabled for the next meeting.

It was proposed by Alderman Connolly, seconded by Councillor McCamphill and **AGREED:**

to recommend to Council that the Good Relations Strategy 2007-2009 be adopted.

* Councillor Finlay joined the meeting at 7.25pm.

329.4 BALLYMONEY MUSEUM – ACQUISITION AND DISPOSAL POLICY

The draft Acquisition and Disposal Policy was circulated for members at the meeting.

The purpose of the policy is to formally document the handling of museum material and is required for Museum accreditation.

It was proposed by Alderman Connolly, seconded by Councillor McCamphill and **AGREED:**

to recommend to Council to adopt the Acquisition and Disposal Policy for the Ballymoney Museum.

* **Director of Borough Services joined the meeting at 7.30pm.**

329.5 COMMUNITY RELATIONS GRANTS

Applications for Community Relations Grants were considered as follows:

5.1 Cloughmills Golden Oldies for assistance towards a community-networking event. Amount requested £350.

It was proposed by Councillor Finlay, seconded by Councillor Patterson and **AGREED:**

to recommend to Council to grant Cloughmills Golden Oldies £350 for assistance towards a community-networking event.

5.2 Balnamore Community Association for assistance towards an Ulster Scots Evening. Amount requested £300.

It was proposed by Councillor Patterson, seconded by Councillor Finlay and **AGREED:**

to recommend to Council to grant Balnamore Community Association £300 for assistance towards an Ulster Scots Evening.

* **Councillor Wilson joined the meeting at 7.35pm.**

329.6 COMMUNITY SUPPORT GRANTS

Applications for Community Support Grants were considered as follows:

6.1 Stranocum and District Community Association for assistance towards an outing for the 'Friendship Club';

6.2 Dunaghy Flute Band for assistance towards a 100th Anniversary event;

6.3 The Mill Youth Club for assistance towards a Disability Sports Awareness Event;

6.4 Glebeside Community Association, 'Young at Heart', for assistance towards a social event.

It was proposed by Councillor Wilson, seconded by Councillor Finlay and **AGREED:**

to recommend to Council to grant £100 each to (1) Stranocum & District Community Association, (2) Dunaghy Flute Band, (3) The Mill Youth Club and (4) Glebeside Community Association, 'Young at Heart'.

* **Director of Central and Leisure Services left the meeting at 7.50pm.**

AMENITIES

329.7 CAPITAL PROJECTS 2007/2008 – SELECT LISTS

On 9th March at 12.15pm the Committee Chair together with the Head of Amenities opened Select List Applications returned in respect of the following 2007-2008 capital projects –

7.1 PROPOSED CYCLE TRACK LINK FROM RIVERSIDE PARK, BALLYMONEY TO JOEY DUNLOP LEISURE CENTRE INCLUDING WORKS WITHIN THE EXISTING RIVERSIDE PARK

Following the advertisement for a Select List in the Belfast Telegraph on 22 January 2007, ten responses, as undernoted, were received and referred to the Council's Consultants (R. Robinson & Sons) for report.

Applications were received from –

M P Coleman Ltd
Lagan Construction Ltd
Crawford Contracts Ltd
Earney Contracts Ltd
JMP Contracts Ltd
Rodgers Contracts (Ballynahinch) Ltd
McLaughlin & Harvey Ltd
Patrick Bradley Ltd
Northstone (NI) Ltd
Whitemountain Quarries Ltd

The Council's consultants reported that the applications received were assessed on the questionnaire criteria. They also stated that, "it is generally accepted as good practice that the number of contractors invited to tender should not be less than four or more than eight". R. Robinson & Sons **recommended** that a Select List of eight firms be drawn up based on the responses to the questionnaire, namely –

M P Coleman Ltd
Lagan Construction Ltd
Earney Contracts Ltd
Rodgers Contracts (Ballynahinch) Ltd
McLaughlin & Harvey Ltd
Patrick Bradley Ltd
Northstone (NI) Ltd
Whitemountain Quarries Ltd

It was proposed by Councillor Cavlan, seconded by Councillor Connolly and **AGREED**:

to recommend to Council that it accept its Consultant's recommendation that the above eight companies be placed on the Select List to be invited to tender for the Proposed Cycle Track link from the Riverside Park, Ballymoney to the Joey Dunlop Leisure Centre including works within the existing Riverside Park.

7.2 WORKS TO BITMAC EXISTING HARDCORE CAR PARKS AND ACCESSES AT RIADA STADIUM

Following the advertisement for a Select List in the Belfast Telegraph on 22 January 2007, ten responses, as undernoted, were received and referred to the Council's Consultants (R. Robinson & Sons) for report.

Applications were received from –

M P Coleman Ltd
Earney Contracts Ltd
Rodgers Contracts (Ballynahinch) Ltd
Patrick Bradley Ltd
Northstone (NI) Ltd
Whitemountain Quarries Ltd

The Council's consultants reported that the applications received were assessed on the questionnaire criteria. They also stated that, "it is generally accepted as good practice that the number of contractors invited to tender should not be less than four or more than eight". R. Robinson & Sons **recommended** that a Select List of six firms be drawn up based on the responses to the questionnaire and that all six firms who submitted applications be placed on the Select List.

It was proposed by Councillor Cavlan, seconded by Alderman Connolly and **AGREED**:

to recommend to Council that it accept its Consultant's recommendation that the above six companies be placed on the Select List to be invited to tender for the Works to Bitmac existing Hardcore Car Parks and Accesses at Riada Stadium.

7.3 CCTV INSTALLATIONS AT RIADA STADIUM AND KNOCK ROAD COUNCIL DEPOT

The Director advised that the proposed extension to the CCTV system at Ballymoney Town Hall would be undertaken under the extant contract by way of a variation.

Following the advertisement for a Select List in the Belfast Telegraph on 22 January 2007, fifteen responses, as undernoted, were received and referred to the Council's Consultants (Cogan & Shackleton) for report.

Applications were received from –

J & G Engineering (NI) Ltd
SPA Security Solutions
Campbell & Slevin
JBE Building Services Ltd
Braid Electrical Services Ltd
HM Electrics Ltd
Gordon Wilson Electrical Ltd
McMullan Electrical Ltd
Electronic & Security Services Ltd

JD McGeown Ltd
 Radiocontact Ltd
 RED Electrics Ltd
 JF & H Dowds Ltd
 Antrim Electrical & Mechanical Engineers Ltd
 Bell Security (NI) Ltd

The Council's consultants reported that the applications received were assessed on the questionnaire criteria and **recommended** the following six applicants who had the highest score and were considered to have the skill and resources to carry out the contract –

J & G Engineering (NI) Ltd
 JBE Building Services Ltd
 Braid Electrical Services Ltd
 RED Electrics Ltd
 JF & H Dowds Ltd
 Antrim Electrical & Mechanical Engineers Ltd

It was proposed by Councillor McCamphill, seconded by Councillor Cavlan and **AGREED**:

to recommend to Council that it accept its Consultant's recommendation that the above six companies be placed on the Select List to be invited to tender for CCTV Installations at Riada Stadium and Knock Road Council Depot.

- * **Councillor McKay left the meeting at 8.10pm.**
- * **Councillor Cavlan left the meeting at 8.10pm.**

329.8 GROUNDS MAINTENANCE EQUIPMENT / VEHICLE TENDERS

Council has recently invited tenders by public advertisement for the supply and delivery of the grounds maintenance equipment.

On 9th March at 12.15pm the Committee Chair together with the Head of Amenities opened the tenders received -

8.1 2 no. Lawn Tractors and 3 Mulching Decks.

Two tenders, as undernoted, were received -

Tenderer	Equipment / Tender Amount
Gilpin Farm Machinery 234 Drumcroone Road COLERAINE BT51 3SQ	John Deere GX355 Diesel £12,320.00
Wilson's of Rathkenny 371-381 Cushendall Road Rathkenny BALLYMENA BT43 6QB	Gianni Ferrari SR200 Diesel £22,418.17

IT IS RECOMMENDED that Council accept the lowest tender received that for 2 no. John Deere GX355 Diesel Lawn Tractors with 3 no. Mulching Decks in the sum of £12,320 from Gilpin Farm Machinery.

It was proposed by Councillor Finlay, seconded by Councillor Wilson and **AGREED:**

to recommend to Council that it accept the lowest tender received for the provision of 2 no. Lawn Tractors and 3 no. Mulching Decks in the sum of £12,320 from Gilpin Farm Machinery.

8.2 1 no. Ride on Mower

Five tenders, as undernoted, were received -

Tenderer	Equipment / Tender Amount
John McCormick, 129 Listooder Road, Saintfield	Grillo 916 £4,729
Cyril Johnson & Co Ltd Ballynahinch Road, Carryduff	AS910 Enduro £5,250
Lairds Grass Machinery 275a Middle Road, Islandmagee, Larne	Grillo 916 £5,232
Cyril Johnson & Co Ltd	Estesia AV85 £4,350
Cyril Johnson & Co Ltd	Estesia AV95 £5,195

The tenders received from Cyril Johnston & Co Ltd in respect of an Estesia AV85 or an Estesia AV95 are non compliant with the Council's specification.

IT IS RECOMMENDED that the tender submitted by John McCormick, 129 Listooder Road, Saintfield, in the sum of £4,729 the lowest compliant tender received accepted.

It was proposed by Councillor Finlay, seconded by Alderman Connolly and **AGREED:**

to recommend to Council to accept the lowest compliant tender received for the provision of a Ride on Mower in the sum of £4,729 from John McCormick.

8.3 1 no. 3.5t Beaver Tail Bodied Chassis Cab.

Two tenders, as undernoted, were received for the above mentioned contract:

Tenderer	Tender Amount (ex VAT)
Drumack Coachworks 10 Drumack Road Rasharkin	Renault Master £19,158
Wilson's of Rathkenny 371-381 Cushendall Road Rathkenny	Fiat Ducato £22,695

IT IS RECOMMENDED that Council accept the lowest tender received, that submitted by Drumack Coachworks, Rasharkin, in the sum of £19,158.

It was proposed by Councillor Wilson, seconded by Councillor Patterson and **AGREED**:

to recommend to Council to accept the lowest tender received for the provision of a 3.5ft Beaver Tail Bodied Renault Master, from Drumack Coachworks, Rasharkin, in the sum of £19,158.

329.9 BALLYMONEY CEMETERY MEMORIALS

Applications have been received, as undernoted, for the erection of memorials in Ballymoney Cemetery -

Section 8 No. 50

Mrs. Emily Chestnutt, 18 Agherton Gardens, Ballymoney
Black Granite Headstone and Base

Section 2 No. 143 & 144

Ms. Margaret Lindsay, 10 Queen's Park, Burnquarter, Ballymoney
All Polished Black Granite Headstone and Base

IT IS RECOMMENDED that Council grant permission to the above applicants to erect memorials in Ballymoney Cemetery, subject to usual requirements.

It was proposed by Councillor Patterson, seconded by Councillor Connolly and **AGREED**:

to recommend that Council grant permission to the above applicants to erect memorials in Ballymoney Cemetery, subject to usual requirements.

329.10 Rasharkin Cemetery

Councillor Wilson queried the opening and closing arrangements for Rasharkin Cemetery. The Director advised that he understood that similar arrangements were in operation as regards both the Council's cemeteries, but that he would contact Councillor Wilson directly to clarify the opening hours arrangements. He also noted Councillor Wilson's comments regarding the possible cause of the ingress of water at Rasharkin Cemetery.

This being all the business the meeting closed at 8.30pm.