

**BALLYMONEY BOROUGH COUNCIL  
LEISURE & AMENITIES COMMITTEE**

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**AMENITIES**

<b>386.2</b>	Amenities Charges 2011/2012	<i>Adopt Amenities Charges for 2011-2012 as proposed by Committee implementing these from 4<sup>th</sup> October with the exception of the new charges for Drumaheglis Marina &amp; Caravan Park which would be implemented from 1<sup>st</sup> March 2012.</i>
<b>386.3</b>	Petition re Fencing at Scally Park Play Area	<i>Cost repairs.</i>
<b>386.4</b>	Springwell Cup: Primary Schools Cross-Country	<i>Facilitate.</i>
<b>386.5</b>	Disabled Angling Stands at Riverside Park, Ballymoney	<i>Agree, in principle, to DCAL proposal.</i>
<b>386.6</b>	Ballymoney Cemetery Memorials	<i>Permission granted.</i>
<b>386.7</b>	War Memorial Garden, Dervock	<i>Information.</i>
<b>386.8</b>	Ballymoney Connect2 Project	<i>Information.</i>
<b>386.9</b>	National Trails Day – Ballymoney Borough Council The Croaghan Way (Short Trail)	<i>Information.</i>
<b>386.10</b>	Dervock Community Facilities	<i>Progress planning permission and seek additional external funding.</i>
<b>386.11</b>	Megaw Park, Ballymoney	<i>Display plans in Members' Room.</i>
<b>386.12</b>	Ulster in Bloom 2011	<i>Information.</i>
<b>386.13</b>	Community Hall Projects Update	<i>Information.</i>

- 386.14** Minutes of Meeting No1 of Non Corporate Buildings & Facilities Working Group – 31<sup>st</sup> August and 8<sup>th</sup> September and Meeting No 2 – 19<sup>th</sup> September *Approved.*
- 386.15** Fencing at Fulton Park *Director to reinstate as original once again.*
- 386.16** Request for use of Riada Stadium *Approve in principle use of Riada Stadium for Charity Football Match.*
- 386.17** Walking for Health Celebration Event *Authorise possible attendance of Councillor Stevenson, Alderman Campbell and Councillor Robinson.*
- 386.18** Request for Bus Shelter *Note.*

## **LEISURE SERVICES**

- 386.19** Joey Dunlop Leisure Centre – 30<sup>th</sup> Anniversary *Local publicity only.*
- 386.20** Joey Dunlop Leisure Centre Health Suite *Information.*
- 386.21** Joey Dunlop Leisure Centre – Swimming Pool filtration upgrade *Select list applications and tenders opened and referred to Councils Consultants for evaluation and report.*
- 386.22** Synthetic Pitch Carpet replacement and car park Resurfacing *Information.*
- 386.23** Firmus Gas Contract – JDLC *Information.*
- 386.24** Ballymoney Sports Advisory Committee – Sports Awards 2011 *Grant permission.*
- 386.25** Good Relations Grants *Grant 5 No applications £350 each.*
- 386.26** Good Relations Grants – Sub Committee *Meeting Tuesday 11<sup>th</sup> October at 2.30pm at Riada House.*
- 386.27** Causeway Volunteer Centre *Invite to next committee meeting on Tuesday 18<sup>th</sup> October at 6.30pm.*
- 386.28** Building Relationships in Communities (BRIC) *Invite to next committee meeting on Tuesday 18<sup>th</sup> October at 6.45pm.*
- 386.29** Letter of Thanks – Armoy Motorcycle Road Racing Club (AMRRC) *Information.*

For the completeness of record Table of Contents CM 946.6 CM 947.8 Leisure & Amenities Report to Council is given below.

**946.6 Leisure and Amenities Report, 25<sup>th</sup> July 2011**

**Amenities**

6.1 Amenities Charges 2011-12

*Deferred to September  
Committee meeting*

6.2 Non corporate Buildings & Facilities

*Nominations agreed*

6.3 Ballymoney Cemetery Memorials

*Grant permission*

6.4 Use of Megaw Park – Ballymoney Elim  
Pentecostal Church

*Grant permission*

**Leisure**

6.5 Good Relations Grants

*5 Grants approved: 1 x £300 and  
4 x £350.00*

**947.8 Leisure and Amenities Report,  
5th September 2011**

**Leisure**

8.1 Good Relations Grants

8.2 Joey Dunlop Leisure Centre

*Grants approved  
Refurbishment of JDLC Fitness  
Suite*

**Amenities**

8.3 Cemetery Memorials

*Approve memorials*

**BALLYMONEY BOROUGH COUNCIL  
LEISURE & AMENITIES COMMITTEE**

Minutes of Leisure & Amenities Committee Meeting No 386 held in the Committee Room, Joey Dunlop Leisure Centre on Tuesday 20<sup>th</sup> September 2011 at 7.00pm.

**IN THE CHAIR:** F Campbell

**PRESENT:** **Aldermen**  
H Connolly  
C Cousley, MBE

**Councillors**  
J Atkinson  
W Blair  
J Finlay  
R Halliday  
C McLaughlin  
E Robinson  
I Stevenson

**IN ATTENDANCE:** Director of Borough Services [Items 1-15]  
Director of Central & Leisure Services [Items 16-26]  
Head of Amenities [Items 1-15]  
Committee Clerk

**APOLOGIES:** Alderman B Kennedy  
Councillor A Cavlan

**386.1 MINUTES OF MEETING LAC 385 – 21<sup>ST</sup> JUNE 2011**

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

*to recommend that the Minutes of Meeting No LAC 385 – 21<sup>st</sup> June 2011, as circulated, be approved.*

**Matters Arising**

**1.1 Minutes of Dervock 2012 Joint Working Group**

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

***to recommend that the Minutes of Meeting No 4 of the Dervock 2012 Joint Working Group – 15<sup>th</sup> September 2011, as circulated, attached as Appendix A, be approved.***

## **1.2 Glebeside Community Association Correspondence**

The Director advised concerning correspondence which had been received from Glebeside Community Association regarding the proposed Glebeside MUGA.

Councillor Robinson suggested that a meeting be held between Council and Community Association representatives in order to progress matters relating to potential community facilities.

It was proposed by Councillor Robinson, seconded by Councillor Halliday and **AGREED:**

***to recommend that Councillor Stevenson and Councillor Storey (Glebeside Community Association reps) together with the Committee Chair and Director of Borough Services meet with representatives of Glebeside Community Association.***

## **AMENITIES**

### **386.2 AMENITIES CHARGES 2011-2012**

The charges for Riada Stadium and Football Pitches, Cemeteries, Town Hall, Social Centre and Drumaheglis Marina & Caravan Park have been reviewed and the revised charges for 2011-2012 are to be found at Appendix B to this report.

**IT IS RECOMMENDED** that Council implements the new charges from 4<sup>th</sup> October 2011, with the exception that the new charges for Drumaheglis Caravan Park (together with Marina slipping and boat park) be implemented from 1<sup>st</sup> March 2012.

Director explained that, in accordance with Council policy, an increase of approximately 5% had been applied in the face of rising overhead costs, such as water and sewage up 7%, electricity up 18%, gas up 30% and inflation at over 4.5%.

Discussion ensued in particular as to how Council priced its sports pitches compared with other providers. Councillor Finlay proposed a price freeze for this year in respect of the charges for Riada Stadium and Football Pitches with the proviso that the matter could be looked at again over the coming months.

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

***to recommend that Council freezes the 2011/2012 Charges for Hire at Riada Stadium and Football Pitches at 2010/11 prices, attached as Appendix B.***

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

***to recommend that Council implements all other new charges from 4<sup>th</sup> October 2011, with the exception that the new charges for Drumaheglis Caravan Park (together with Marina slipping and boat park) be implemented from 1<sup>st</sup> March 2012, attached as Appenidx B.***

### **386.3 PETITION: FENCING AT SCALLY PARK PLAY AREA**

A petition (which has been acknowledged) was received on 8<sup>th</sup> August 2011 via Alderman Connolly seeking, "new fencing at Scally Park play areas + playing facilities". As members are aware Council has agreed that the majority of its land at Scally Park be sold and has in this regard obtained planning approval for new homes and a new toddler play facility as some time ago a new play area for Loughgiel was provided at the Millennium Centre.

**IT IS RECOMMENDED** that Committee consider the request made and also determine how the matter ought to be addressed by Council.

It was **AGREED:**

***to obtain an estimate of what it might cost to repair the boundary fence.***

### **386.4 SPRINGWELL CUP: PRIMARY SCHOOLS CROSS-COUNTRY**

A request has been received from Springwell Running Club seeking Council permission and assistance to hold a round of the Springwell Cross Country Cup for primary schools at Riada Playing Fields on 19<sup>th</sup> October 2011 utilizing a 1000m course. This will be the first race in this year's series. 2011 will be the fourth running of the event in which schools from all three Council areas participate (Ballymoney, Coleraine, Limavady).

**IT IS RECOMMENDED** that Council facilitate Springwell Running Club, permitting it to stage its event on 19<sup>th</sup> October 2011 at Riada Playing Fields and making the Stadium facilities available for the event's duration.

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

***to recommend that Council facilitates Springwell Running Club, permitting it to stage its event on 19<sup>th</sup> October 2011 at Riada Playing Fields and making the Stadium facilities available for the event's duration.***

### 386.5 DISABLED ANGLING STANDS, RIVERSIDE PARK, BALLYMONEY

Members are informed that DCAL Inland Fisheries have confirmed their commitment to provide disabled facilities at our angling waters. To this end DCAL has requested permission to locate two small disabled fishing stands at the Bravallen Road end of Riverside Park which would not protrude from the bank into the river at any point and provide suitable access to each stand. DCAL hope to provide the facility in the near future.

**IT IS RECOMMENDED** that members agree, in principle, to the proposal subject to follow up work regarding location, ownership and maintenance.

The Director further advised that DCAL also wished to identify disabled parking spaces within Bravallen Road park.

It was proposed by Councillor Stevenson, seconded by Councillor Atkinson and **AGREED:**

*to recommend that Council agrees, in principle, to the DCAL proposal subject to necessary follow up work regarding location, ownership and maintenance.*

### 386.6 BALLYMONEY CEMETERY MEMORIALS

Application has been received as undernoted for the erection of memorial in Ballymoney Cemetery.

Section I4 No. 21

Black Granite Headstone and Base

**IT IS RECOMMENDED** that Council grant permission for the above memorial to be erected in Ballymoney Cemetery, subject to usual requirements.

It was proposed by Councillor Robinson, seconded by Councillor Halliday and **AGREED:**

*to recommend that Council grants permission for the above memorial to be erected in Ballymoney Cemetery, subject to usual requirements.*

### 386.7 WAR MEMORIAL GARDEN, DERVOCK

Members are asked to note that planning approval has now been obtained in respect of the proposed improvement works to the war memorial and gardens at the above location. This follows on from the Council's decision in December 2010 (Minute LAC378.1 refers).

### **386.8 BALLYMONEY CONNECT2 PROJECT**

Over the summer period very satisfactory progress has been made on a number of fronts regarding the delivery of this innovative project.

- under the contract to resurface the JDLC car park, work has been completed to extend the `greenway' right to the door of the leisure centre (both by surface marking and the provision of a length of new foot/cycle way), a bike shelter has been provided at the entrance to the JDLC, improvements have been made at greenway/lane cross over points and new accesses provided to the greenway at both Cherry Gardens and Myrtle Park;
- the final infrastructure element has been reappraised with a view to retendering this work; and
- further funding for the overall project (an additional £100,000) has been obtained from the Connect2 Board/Big Lottery Find – the grant now available being £450,000.

The Director advised that since the report had been written confirmation had been received that Translink had received the necessary Letter of Offer which now permitted the work to be retendered in the near future. Councillor Stevenson thanked the Officer and welcomed the very good news that the project was proceeding.

### **386.9 NATIONAL TRAILS DAY – BALLYMONEY BOROUGH COUNCIL THE CROAGHAN WAY (SHORT TRAIL)**

To recognise National Trails Day on Sunday 2 October 2011, Ballymoney Borough Council has organised a walk along the Croaghan Way accredited Waymarked Way. This circular 3 mile route starts and finishes at Altarichard Car Park, Altarichard Road, located on the Orra Scenic Route and commences at 2pm. Previously known as the Milibern Walk, the route includes a walk to Croaghan summit from which there are spectacular views of Rathlin Island and beyond to the Scottish coastline. The route is also situated within the Antrim Coast & Glens Area of Outstanding Natural Beauty (AONB) and forms part of the Antrim Hills SPA (Special Protection Area) and the Croaghan & Slieveanorra Area of Special Scientific Interest (ASSI). The walk will be guided by Rachel Bain, Biodiversity Officer and Sonya Crawford, Countryside Access Officer and participants will have the opportunity to find out more about the importance of this special area for flora and fauna. It is an area where Merlin and Hen Harrier nest and feed and buzzards are a common site overhead. Red grouse too can be found nestling among the many heathers and moorland /heathland plants which dominate the landscape. Walkers must bring warm, waterproof clothing and a moderate to good level of fitness is required for this walk as there is a steep ascent and stiles to climb. The open heath/moorland terrain is likely to be marshy underfoot and sturdy waterproof



walking boots are essential. The event is free of charge; all you have to do is pre-register your interest by telephoning the Countryside Access Officer.

### **386.10 DERVOCK COMMUNITY FACILITIES**

In 2011-2012 Council has budgeted for capital spend in respect of the provision of enhanced community facilities for Dervock. Initial plans setting out a couple of options regarding the Council's land at Dervock Recreation Grounds were displayed and were considered by Committee. The Director in presenting the possible options advised on a number of matters, including the seeking of RDP funding and disclosed estimates as to cost.

It was proposed by Councillor Stevenson, seconded by Councillor Robinson and **AGREED:**

***to recommend that Council progresses planning permission in respect of the provision of enhanced community facilities regarding the Council's land at Dervock Recreation Grounds and also that additional external sources of funding be sought.***

### **386.11 MEGAW PARK, BALLYMONEY**

Further to Council's decision when setting its budget for 2011-2012 and the capital provision then made to rejuvenate Megaw Park, Ballymoney, initial proposals and costings were presented to Members at the meeting and plans displayed. The Director explained the overall project, disclosed estimates as to cost and explained how the masterplan comprised a number of individual elements which could be delivered over a number of years if necessary. He suggested that the plans be placed in the members room following the Council meeting so that they could be further considered by members prior of the Committee meeting in October.

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

***to recommend that the proposed plans for Megaw Park be displayed in the Members Room.***

Councillor Stevenson abstained from the decision.

- \* **Councillor Atkinson left the meeting at 9.05pm.**
- \* **Councillor McLaughlin left the meeting at 9.14pm.**

### **386.12 ULSTER IN BLOOM 2011**

On 6<sup>th</sup> September 2011 at a ceremony held in the Borough of Ballymena, the winners of the Translink Ulster in Bloom 2011 competition were announced. It is pleasing to report that Ballymoney was runner up in the competition's small town category.

Councillor Robinson congratulated the Director and all other Council staff involved in ensuring that Ballymoney town looked as well as it did.

### **386.13 COMMUNITY HALL PROJECTS UPDATE**

The building work at Ballybogey, Balnamore and Stranocum is proceeding satisfactorily and in accordance with the timelines set out for each project. Completion of work is still estimated to be by the year end.

A late enquiry from a neighbour for the Council's land at Ballybogey was addressed and resolved.

Representatives from the 4 no. community organisations identified with the projects have been briefed as regards the kitchens (including fixed appliances) to be provided under the respective contracts.

### **386.14 NON CORPORATE BUILDINGS & FACILITIES WORKING GROUP**

This Working Group was established at the instigation of members following the June Committee meeting. The Director mentioned the meetings which had taken place and the work both undertaken and identified as needing to be completed and tabled meeting minutes for approval.

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

***to recommend that the Minutes of the Non-Corporate Buildings and Facilities working Group No 1 – 31<sup>st</sup> August 2011 and 8<sup>th</sup> September 2011, circulated, attached as Appendix C, be approved.***

### **386.15 FENCING AT FULTON PARK**

Councillor Finlay requested that the particular part of the Councils fence at Fulton Park again be replaced as original. Director informed members that within an 18-month timescale this particular part of the boundary fence had had to be repaired on four separate occasions and so a different solution had been tried in order to stay within budgetary provision. He intimated that, although a management issue, that the fence would be repaired as originally provided once more.

### **386.16 REQUEST FOR USE OF RIADA STADIUM**

Director advised that he had received a request from Balnamore Community Association for the use of Riada Stadium to hold a charity football match with the proceeds going to alleviate the hardship of the families who lost their homes in the recent house fire.

The Director explained Council policy and outlined his discussion with the Community Association representative who had made the request.

### **IT WAS AGREED**

***to recommend that Council approve, in principle, the use of Riada Stadium for a Charity football match.***

### **386.17 WALKING FOR HEALTH CELEBRATION EVENT**

Director advised that he had received correspondence seeking the attendance of at least two members at the Walking for Health Celebration event at Greenmount College on Friday 4<sup>th</sup> November from 10.00am-1.00pm. Councillor Robinson, Alderman Campbell and the Mayor advised that they may be available to attend.

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

***to recommend that Alderman Campbell, Councillor Stevenson, and Councillor Robinson, be authorised to attend the Walking For Health Celebration Event on Friday 4<sup>th</sup> November.***

### **386.18 REQUEST FOR BUS SHELTER**

Alderman Connolly advised that he had received a request for a bus shelter on the A44 Drones Road. The Director reminded members that no budgetary provision had been made for bus shelters in 2010/11. Given this position and the fact that planning permission would be required he advised that this may be business which members might wish to further consider when addressing expenditure budgets for incoming year [2012-2013].

- \* **Director of Borough Services left the meeting at 9.34pm.**
- \* **Head of Amenities left the meeting at 9.34pm.**
- \* **Director of Central and Leisure Services arrived at the meeting at 9.40pm.**

## **LEISURE SERVICES**

### **386.19 JOEY DUNLOP LEISURE CENTRE – 30<sup>TH</sup> ANNIVERSARY**

The Joey Dunlop Leisure Centre (formerly known as the Riada Recreation Centre) opened its doors to the public 30 years ago in July 1981. The official opening was held on 29<sup>th</sup> October 1981.

The 25<sup>th</sup> Anniversary was marked by an “It’s a Knock-out” Competition and a Fireworks Display.

Due to budget constraints and in the current economic climate there are no plans to mark the 30<sup>th</sup> Anniversary.

Discussion ensued regarding the cost of staging events particularly a fireworks display in the current economic climate.

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

***to recommend that Council mark the Joey Dunlop Leisure Centre 30<sup>th</sup> Anniversary with local publicity only.***

### **386.20 JOEY DUNLOP LEISURE CENTRE HEALTH SUITE**

The refurbishment of the Health Suite was completed on 16<sup>th</sup> August 2011 and was re-opened to the public on 17<sup>th</sup> August. The facility looks very well and in the main comments from the members have been very positive.

To coincide with the re-opening of the Health Suite all the Cardio equipment in the Fitness Suite was replaced with the latest fusion range of Cardio equipment and the strength equipment was re upholstered.

The Director advised that the cost of the refurbishment of the Health Suite was covered by the Council's Insurance.

Members were given the opportunity to visit the Health & Fitness Suites at the end of the meeting.

### **386.21 JOEY DUNLOP LEISURE CENTRE – SWIMMING POOL FILTRATION UPGRADE**

The Swimming Pool Filtration project is being procured through a 2 stage tendering process, with the works planned to take place between November 2011 and January 2012.

**IT IS RECOMMENDED** that the Select list applications and the tenders are opened by the Chairman and Director of Central and Leisure Services or her nominee and referred to the Council's consultants for evaluation and report to Council.

The Director advised that the Select List report would be tabled at the Council meeting on 3<sup>rd</sup> October 2011 and that the Tender Report would be tabled at the Council meeting on 7<sup>th</sup> November. Subject to Council approval work would commence around 8<sup>th</sup> November 2011. There would be no disruption to the service.

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

***to recommend that the Select list applications and tenders for the Joey Dunlop Leisure Centre Swimming Pool filtration upgrade are opened by the***

***Chair and Director of Central and Leisure Services or her nominee and referred to the Council's consultants for evaluation and report to Council.***

### **386.22 SYNTHETIC PITCH CARPET REPLACEMENT AND CAR PARK RESURFACING**

The Director was pleased to report that both of the above projects were completed within the scheduled timescale and within budget.

The car park resurfacing project included the works associated with the cycle track funded by Sustrans. The car park resurfacing works were completed within the budget of £25,000.

### **386.23 FIRMUS GAS CONTRACT – JDLC**

When setting the budget for Gas for 2011/12 the Council approved a 5% increase in the budget.

From the 1<sup>st</sup> April the unit price increase was 38% for the first 3 months and 36% for the second 3 months. At the end of August 45% of the budget is expended. The current indications are that the price will continue to rise. Every effort is being made to efficiently use gas. The Director advised that she will report the unit price and budget position for the next quarter.

In response to a query the Director advised that the last 1-year contract expired on 31<sup>st</sup> March 2011.

### **386.24 BALLYMONEY SPORTS ADVISORY COMMITTEE – SPORTS AWARDS 2011**

The Director advised that a request has been received from the Chairman of Ballymoney Sports Advisory Committee seeking Council permission to apply for an occasional bar licence, as per previous years, for the 2011 Ballymoney Sports Awards to be held on Saturday 22<sup>nd</sup> October in the Joey Dunlop Leisure Centre.

**IT IS RECOMMENDED** that Council grants permission.

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

***to recommend that Council grants permission to Ballymoney Sports Advisory Committee for an occasional bar licence for the 2011 Ballymoney Sports Awards to be held on Saturday 22<sup>nd</sup> October in the Joey Dunlop Leisure Centre.***

### **386.25 GOOD RELATIONS GRANTS**

The following applications for grants were considered:

- (i) Ballymoney Evergreen Club for assistance towards a Historical and Educational trip to Newcastle, Co. Down. Amount requested £350.00
- (ii) Fuse FM for assistance towards an Ulster Scots Radio Station Project. Amount requested £350.00
- (iii) Glebeside Community Association for assistance towards workshops on the Orange Order, Apprentice Boys, Royal Black Preceptory and Ancient Order of Hibernians and a cross community concert. Amount requested £350.00
- (iv) Kingdom of Dalriada Ulster Scots Society for assistance towards a Robert Burns Cultural Night Celebration. Amount requested £350.00
- (v) Ullans Speakers Association for assistance towards a Robert Burns Cultural Celebration. Amount requested £350.00

**IT IS RECOMMENDED** that the above 5 groups receive £350.00 each under the Small Grant Scheme.

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

***to recommend that Council grants £350 each to, (i) Ballymoney Evergreen Club for assistance towards a Historical and Educational trip to Newcastle, Co. Down, (ii) Fuse FM for assistance towards an Ulster Scots Radio Station Project, (iii) Glebeside Community Association for assistance towards workshops on the Orange Order, Apprentice Boys, Royal Black Preceptory and Ancient Order of Hibernians and a cross community concert, (iv) Kingdom of Dalriada Ulster Scots Society for assistance towards a Robert Burns Cultural Night Celebration, (v) Ullans Speakers Association for assistance towards a Robert Burns Cultural Celebration.***

### **386.26 GOOD RELATIONS GRANTS – SUB COMMITTEE**

The Council approved the re-establishment of the Good Relations Sub-Committee with 9 members, 4 DUP, 2SF, 1UUP, 1SDLP and 1 TUV. It is planned to have an inaugural meeting in October 2011. Committee is requested to suggest a suitable date.

It was proposed by Councillor Robinson, seconded by Councillor Stevenson and **AGREED:**

***to recommend that Council holds an inaugural meeting of the Good Relations Sub Committee on Tuesday 11<sup>th</sup> October at 2.30pm in Riada House.***

**386.27 CAUSEWAY VOLUNTEER CENTRE**

The Council agreed at its meeting on 5<sup>th</sup> September, that the Leisure & Amenities Committee receive a presentation on the work of the centre.

**IT IS RECOMMENDED** that Committee receive the presentation at its October meeting.

It was proposed by Councillor Robinson, seconded by Councillor Stevenson and **AGREED:**

*to recommend that Council receives a presentation from Causeway Volunteer Centre at the next Leisure and Amenities committee meeting to be held on Tuesday 18<sup>th</sup> October at 6.30pm.*

**386.28 BUILDING RELATIONSHIPS IN COMMUNITIES (BRIC)**

The Programme Manager at BRIC has written to Council advising the aims of BRIC and requesting an opportunity to present to Council the benefits of working collaboratively with community groups.

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

*to recommend that Council receives a presentation from representatives of BRIC at the next Leisure and Amenities committee meeting to be held on Tuesday 18<sup>th</sup> October at 6.45pm.*

**386.29 LETTER OF THANKS – ARMOY MOTORCYCLE ROAD RACING CLUB (AMRRC)**

The Chairman of AMRRC has written to the Council thanking it for its Sponsorship and support for the 3<sup>rd</sup> “Race of Legends” road race. He advises that everyone at the event enjoyed a “successful and safe” day of racing.

The Chairman is requesting continued support from the Council.

Director advised members that this shall be tabled at the Rate Estimates Meetings.

**Director and Members went on a tour of the Health and Fitness Suite.****\* Committee Clerk left the meeting at 10.05pm.**

Miss Denise Brewster, Lead Attendant on duty, explained to members the equipment that had been replaced in the Fitness Suite before going into the Health Suite. The Lead Attendant explained all the Health Suite facilities and indicated that the Ice Fountain and Cool Down and Dousing Shower were new facilities. Both the Director and Lead Attendant responded to members questions relating to the usage and membership of the facilities.

**This being all the business the meeting closed at 10.40pm.**

**Appendix A:** Minutes of Dervock 2012 Joint Working Group

**Appendix B:** Amenities Charges 2011/12

**Appendix C:** Non-Corporate Buildings & Facilities Working Group No 1 – 31<sup>st</sup> August and 8<sup>th</sup> September and Non-Corporate Buildings & Facilities Working Group No 2 – 19<sup>th</sup> September.

**Appendix D:** For the completeness of record, committee reports approved at Council Meetings during the committee's summer recess are appended.



# **APPENDIX: A**

## **Minutes of Dervock 2012 Joint Working Group**

**Ballymoney Borough Council****Dervock 2012 Joint Working Group****held in the Dalriada Room, Riada House, Ballymoney****Meeting No. 4****15 September 2011, 2.37pm****Present:****Ballymoney Borough Council  
(BBC)**

Ald Frank Campbell  
 Ald Harry Connolly  
 Cllr Bill Kennedy  
 Cllr Evelyne Robinson  
 Cllr Mervyn Storey MLA  
 Director of Central & Leisure  
 Services (DCLS)  
 Head of Amenities (HA)  
 Head of Corporate & Development  
 Services (HCDS)  
 Museum Manager (MM)  
 Clerical Officer

**Dervock & District Community Association  
(D&DCA)**

Mr Frankie Cunningham  
 Mr David McKeown  
 Mr Frank McLernon

**Supporting Communities NI**

Ms Deirdre McCloskey

**Rural Development Programme, Tourism Strand**

Mr Andrew McAllister (4.3)

**Apologies:**

Cllr Anita Cavlan  
 Ms Julie Jamieson, DCAL  
 Director of Borough Services  
 (DBS)

4.1	<b>Minutes Meeting No. 3 – 10<sup>th</sup> June 2011</b>	
	<p>Ald. Frank Campbell assumed the Chair. It was proposed by Mr Frankie Cunningham, seconded by Mr David McKeown and <b>AGREED:</b></p> <p><b><i>that the minutes of the Group's last meeting, No. 3 on 10<sup>th</sup> June 2011, as circulated, be confirmed as a correct record.</i></b></p>	
4.2	<b>Matters Arising</b>	
	<p><b>4.2.1 McArthur Marathon 2011</b>          It was clarified that a full marathon and half marathon are planned for the 2012 Kennedy Kane McArthur event.</p> <p><b>4.2.2 Contact with Community Relations Council (CRC) update</b>          DCLS updated members on the grants available through CRC. She advised she aims to speak directly with Mr Paul Jordan and to clarify details of the funding process.</p> <p>DCLS also advised caution with regards to duplicate funding and sponsorship of the event. Mr David McKeown added that sponsorship dedicated to prize money was acceptable for LOCOG application. Mr Frankie Cunningham suggested that a small group be formed to identify potential funding. Ms Deirdre McCloskey suggested following the sequence; programming of events, costing, identifying potential funding</p>	<b>DCLS</b>

	sources. She summarised the Village Renewal application process including opening and closing dates for applications. Alderman Campbell sought clarification on the aim of the Joint Working Group.	
	<p>Discussion followed. It was felt that the initial aim was centred on the marathon. However, over time, this has led to other aspects. This requires a cohesive approach between D&amp;DCA and Council and differing expertise is needed. It is vital the event is a success and leaves a legacy. Ms Deirdre McCloskey suggested that D&amp;DCA and Council set out their aspirations for 2012 KKMCA Marathon/Half Marathon and Dervock community with deadlines. Funding should then be identified. Some elements could be worked on together. Substantial elements could be divided and specific members take on responsibilities, co-ordinated by the working group. Priorities should be decided. It was suggested that D&amp;DCA and some Council officers undertake this matter. Mr Frankie Cunningham advised that a Race Committee had been established and listed items in its remit.</p> <p><b>4.2.3 Meeting with Robin Swann MLA update</b> Discussion followed on funding available from Council as reported in the press and the meeting with Robin Swann MLA and Mr John Dempsey. Reassurances were given the funding was available for Dervock.</p> <p>Mr Frank McLernon raised the issue of the inadequate changing facilities in Dervock at this year's KKMCA Half Marathon. Mr Gareth Doyle concurred however added the facilities are primarily used for football teams on Saturday mornings, not 300-500 people. Discussion followed on the proposed plan for community facilities and procedures and timelines involved. Concern was raised that work would be carried out during the 2012 event.</p> <p>Councillor Storey suggested setting short/medium/long-term goals to include dates. He also highlighted the importance of prioritising goals. The urgency of addressing these matters was stressed.</p> <p>In response to Councillor Storey, Mr David McKeown advised that Deloitte will dedicate a half day support to work on the business plan.</p> <p>Mr Frankie Cunningham updated members on an email from Julie Jamieson on DCAL' s input to date.</p>	<b>D&amp;DCA &amp; HCDS</b>
<b>4.3</b>	<b>Presentation</b>	
	Mr Andrew McAllister provided information on the Tourism Strand, Rural Development Programme and possible funding available. He highlighted the range of activities suitable for funding. It was suggested that one-two priorities should be chosen and applied for. Applications for Tourism Strand funding are open now and will close on 28 October 2011. Information is available online. Expressions of interest can also be submitted.	
<b>4.4</b>	<b>Matters Arising</b>	
	<b>4.4.1 Website link update</b>	

	<p>2011 KKMCA Half Marathon was linked to Ballymoney Borough Council's website and will remain there until removed.</p> <p><b>4.4.2 Statue - Contact with Royal Mail update</b> Head of Amenities advised a meeting with Royal Mail will be held early next week. An update will be available after this date.</p>	<b>Cllr Storey</b>
	<p><b>4.4.3 Wilson/Cunningham discussion update</b> Various options for the statue, other possibilities such as a memorial garden and sources of funding were discussed. Mr Keith Beattie suggested that the statue is not a priority. A lack of time could impact its quality. Mr David McKeown suggested it could be part of the heritage aim.</p> <p><b>4.4.4 Blue Plaque</b> The blue plaque was unveiled on 23<sup>rd</sup> July 2011. It was a very successful event. The story has been widely promoted in South Africa and two television companies are producing documentaries.</p> <p><b>4.4.5 Village sign augmentation</b> The Jubilee Marathon symbol was shown to members. A logo is to be created for the exhibition which could be used as a single identity incorporating the event. MM to ask the designers to explore some options for the exhibition. Examples will be brought to a future working group meeting. Ownership by village and school involvement were suggested.</p> <p>HA gave estimated costs of producing and erecting four village signs as £1200.</p> <p>Further improvements to the village were also discussed. Erecting the village signs would be a short-term goal and criteria of funding and the application process were discussed. In response to Mr Frank McLernon, HA agreed to follow-up Council policy on developments which are unstable and dangerous. Address details of properties were provided.</p>	<b>MM</b>        <b>HA</b>
<b>4.5</b>	<b>Future meeting dates and venues</b>	
	Tuesday 18 <sup>th</sup> October 2011, 2.30pm, Dalriada Room, Riada House, 14 Charles Street, Ballymoney	

# **Appendix B: Amenities Charges 2011/12**

**BALLYMONEY BOROUGH COUNCIL**  
**Borough Services Directorate**

**PROPOSED CHARGES**

**FOR**

***Riada Stadium, Football Pitches***  
***Ballymoney Town Hall***  
***Ballymoney Social Centre***  
***Ballymoney & Rasharkin Cemeteries***  
***Drumaheglis Marina & Caravan Park***

**EFFECTIVE FROM**  
**4<sup>th</sup> October 2011**

**14 June 2011**



**Ballymoney Borough Council - Borough Services Directorate****PROPOSED CHARGES for HIRE of RIADA STADIUM & FOOTBALL PITCHES**Effective from 4<sup>th</sup> October 2011

<b><u>RIADA STADIUM</u></b>	<b>2010 Charge inc vat</b>	<b>Net Cost</b>	<b>Vat 20%</b>	<b>Proposed Charge</b>
- per match	£81.00	£67.50	£13.50	£81.00
- other uses (per hour)	£54.00	£45.00	£9.00	£54.00
- floodlights (per hour)	£27.00	£22.50	£4.50	£27.00

**Riada Stadium is not available for hire for training purposes.**

<b><u>RIADA TRAINING PITCH</u></b>	<b>2010 Charge inc vat</b>	<b>Net Cost</b>	<b>Vat 20%</b>	<b>Proposed Charge</b>
- <u>with</u> floodlights full pitch (per hour)	£54.00	£45.00	£9.00	£54.00
- <u>with</u> floodlights ½ pitch (per hour)	£32.40	£27.00	£5.40	£32.40
- without floodlights full pitch (per hour)	£43.20	£36.00	£7.20	£43.20
- without ½ pitch (per hour)	£21.60	£18.00	£3.60	£21.60

**MEGAW PARK, DRUMBOLCAN PARK, DUNAGHY**

	<b>2010 Charge inc vat</b>	<b>Net Cost</b>	<b>Vat 20%</b>	<b>Proposed Charge</b>
Matches: Seniors inc. Changing Facilities	£43.20	£36.00	£7.20	£43.20
Matches: U18's & Schools inc. Changing Facilities	£21.60	£18.00	£3.60	£21.60
Training: Seniors with Changing Facilities	£32.40	£27.00	£5.40	£32.40
Training: U18's & Schools with Changing Facilities	£21.60	£18.00	£3.60	£21.60

**\*BALNAMORE, \*DUNLOY, \*RIADA 1,2,3 & 4**

**\*sand mattress training restricted to under 15 and at Management discretion.**

	<b>2010 Charge inc vat</b>	<b>Net Cost</b>	<b>Vat 20%</b>	<b>Proposed Charge</b>
Matches: Seniors inc. Changing Facilities	£43.20	£36.00	£7.20	£43.20
Matches: U18's & Schools inc. Changing Facilities	£21.60	£18.00	£3.60	£21.60
Training: Seniors with Changing Facilities	£32.40	£27.00	£5.40	£32.40
Training: U18's & Schools with Changing Facilities	£21.60	£18.00	£3.60	£21.60

**DERVOCK 1 & 2**

	<b>2010 Charge inc vat</b>	<b>Net Cost</b>	<b>Vat 20%</b>	<b>Proposed Charge</b>
Matches: Seniors inc. Changing Facilities	£36.00	£30.00	£6.00	£36.00
Matches: U18's & schools inc. Changing Facilities	£20.40	£17.00	£3.40	£20.40
Training: Seniors with Changing Facilities	£25.20	£21.00	£4.20	£25.20
Training: U18's & schools with Changing Facilities	£16.80	£14.00	£2.80	£16.80

NOTE: Use of any of the above facilities on Sundays add 50% to the above rates.



**Ballymoney Borough Council - Borough Services Directorate**

**PROPOSED CHARGES for HIRE of ACCOMMODATION  
at BALLYMONEY TOWN HALL  
Effective from 4<sup>th</sup> October 2011**

Accommodation	Hourly Rate	Daily 9.00am to 6.00pm	Evening 6.00pm to midnight	All Day 9.00am to midnight
<b>McArthur Room</b> <i>proposed</i>	£11.00 £11.50	£37.00 £39.00	£37.00 £39.00	£76.00 £80.00
<b>Cramsie Room</b> <i>Proposed</i>	£12.00 £ 12.50	£47.00 £50.00	£47.00 £50.00	£93.00 £100.00
<b>George Shiels Room</b> <i>Proposed</i>	£14.00 £ 15.00	£54.00 £57.00	£54.00 £57.00	£111.00 £116.00
<b>Auditorium</b> <i>Proposed</i>	£25.00 £26.00	£93.00 £98.00	£93.00 £98.00	£185.00 £194.00
<b>Rehearsals/Set Up</b> <i>Proposed</i>	£10.50 £11.00			
<b>Kitchen: Functions Meetings</b> <i>Proposed</i>		£15.00 £7.50 (per booking) £16.00/£8.00	£15.00 £7.50 (per booking) £16.00/£8.00	£21.00 £10.50 (per booking) £22.00/11.00
<b>Piano (per function)</b> <i>Proposed</i>		£20.00 (per function) £ 21.00		
<b>Stage Lighting (per function)</b> <i>Proposed</i>		£30.00 (per function) £ 31.50		

- All charges include for heat and light.
- Auditorium bookings include changing rooms, if required.
- A series of bookings (on individual calendar days) will entitle the applicant to the following discounts:

5-9 no. bookings – 5%  
10-14 no. bookings – 10%  
15+ no. bookings – 15%

- Commercial lettings add 100% to above rates.**
- Sundays and Public Holidays** add 50% to the above rates.
- All letting fees must be paid in full in advance on acceptance of bookings.
- Minimum hire period – 2 hours (excluding facility preparation).
- Royalty Charge (Performing Rights Society) on Live Music (eg concert) £32.83 per occasion.**

**Ballymoney Borough Council - Borough Services Directorate**

**PROPOSED CHARGES for HIRE of ACCOMMODATION  
at BALLYMONEY SOCIAL CENTRE  
Effective from 4<sup>th</sup> October 2011**

Accommodation	Hourly Rate	Daily 9.00am to 6.00pm	Evening 6.00pm to midnight	All Day 9.00am to midnight
<b>Main Hall</b> <i>proposed</i>	£13.00 £ 14.00	£49.00 £51.00	£49.00 £51.00	£100.00 £105.00
<b>Rehearsals/Set Up</b> <i>Proposed</i>	£7.50 £8.00			
<b>Kitchen: Functions Meetings</b> <i>Proposed</i>		£14.00 £7.50 (per booking) £15.00/£8.00	£14.00 £7.50 (per booking) £15.00/£8.00	£21.00 £10.50 (per booking) £22.00/11.00

9. All charges include for heat and light.  
 10. Main Hall bookings include changing rooms if required.  
 11. A series of bookings (on individual calendar days) will entitle the applicant to the following discounts:

- 5-9 no. bookings – 5%  
 10-14 no. bookings – 10%  
 15+ no. bookings – 15%

12. **Commercial lettings add 100% to above rates.**  
 13. **Sundays and Public Holidays** add 50% to the above rates.  
 14. All letting fees must be paid in full in advance on acceptance of bookings.  
 15. Minimum hire period – 2 hours (excluding facility preparation).  
 16. **Royalty Charges (Performing Rights Society)**  
 - **Live Music (eg. concert) £18.72 per occasion**  
 - **CD's (classes eg. dance, pilates) £1.75 per class**

**Ballymoney Borough Council - Borough Services Directorate**  
**PROPOSED CHARGES for BALLYMONEY & RASHARKIN CEMETERIES**  
**Effective from 4<sup>th</sup> October 2011**

	<b>Resident</b>	<b>Non Resident</b>
Purchase of each Grave (single plot) incl Grant of Title and Registration <i>proposed</i>	<b>£150.00</b> <b>£150.00</b>	<b>£300.00</b> <b>£300.00</b>
Purchase of additional plots <i>Proposed</i>	<b>£150.00</b> <b>£150.00</b>	<b>£300.00</b> <b>£300.00</b>
Interment Fee (over 2 years of age) <i>proposed</i>	<b>£160.00</b> <b>£168.00</b>	<b>£320.00</b> <b>£336.00</b>
Interment Fee (under 2 years of age and stillborn) <i>proposed</i>	<b>£46.00</b> <b>£48.00</b>	<b>£92.00</b> <b>£96.00</b>
Interment of Ashes <i>proposed</i>	<b>£46.00</b> <b>£48.00</b>	<b>£92.00</b> <b>£96.00</b>
Purchase of plot for Ashes <i>proposed</i>	<b>£34.00</b> <b>£34.00</b>	<b>£68.00</b> <b>£68.00</b>
Exhumations <i>proposed</i>	<b>£320.00</b> <b>£336.00</b>	<b>£640.00</b> <b>£672.00</b>
Transfer of Burial Rights <i>proposed</i>	<b>£42.00</b> <b>£44.00</b>	<b>£84.00</b> <b>£88.00</b>
Permission to erect a Memorial/Surround where applicable <i>proposed</i>	<b>£35.00</b> <b>£37.00</b>	<b>£70.00</b> <b>£74.00</b>
Issue of Duplicate Certificate <i>proposed</i>	<b>£20.00</b> <b>£21.00</b>	<b>£40.00</b> <b>£42.00</b>
Search or extract from Register <i>proposed</i>	<b>£16.00</b> <b>£17.00</b>	<b>£32.00</b> <b>£34.00</b>
Plaque – Garden of Remembrance <i>proposed</i>	<b>£45.00</b> <b>£47.00</b>	<b>£90.00</b> <b>£94.00</b>

**Ballymoney Borough Council – Borough Services Directorate  
PROPOSED CHARGES for DRUMAHEGLIS MARINA & CARAVAN PARK**

**Effective from 4<sup>th</sup> October 2011**

<b>BERTHING</b>	<b>2011 Charge</b>		<b>VAT @ 20%</b>	<b>Charge</b>
	<b>inc vat</b>	<b>Net Cost</b>		
Berth (12 months)	£558.00	£488.36	£97.64	<b>£586.00</b>
Berth Monthly	£132.00	£115.50	£23.10	<b>£138.60</b>
Berth Weekly	£50.40	£44.00	£8.80	<b>£52.80</b>
Berth Daily 24 hours	£158.00	£15.75	£3.15	<b>£18.90</b>
Berth Short Stay max 4 hours	£10.80	£9.50	£1.90	<b>£11.40</b>

**Effective from 1<sup>st</sup> March 2012**

**CARAVANS: SERVICED PITCH**

(includes electric, water & awning)

	<b>2011 Charge</b>		<b>Proposed Charge</b>	
	<b>inc vat</b>	<b>Net Cost</b>	<b>VAT @ 20%</b>	<b>Charge</b>
Per Night	£21.60/£22.80	£19.15/£20*	£3.83	£23/£24*
Per 7 days	£129.60/£136.80	£115/£120*	£23/£24	£138/£144*
Per Season (+ metered electricity)	£1140.00	£1000.00	£200.00	£1200.00

\* Applies to the following dates:

- Easter 6<sup>th</sup> – 10<sup>th</sup> April 2012 (inc)
- May Day Holiday Weekend 4<sup>th</sup> – 7<sup>th</sup> May 2012 (inc)
- NW 200 Week 2012 (tbc)
- Spring Bank Holiday 1<sup>st</sup> – 5<sup>th</sup> June 2012 (inc)
- 1<sup>st</sup> July – 31st August 2012 (inc)

**CARAVANS: UNSERVICED PITCH**

	<b>2011 Charge</b>		<b>Proposed Charge</b>	
	<b>inc vat</b>	<b>Net Cost</b>	<b>VAT @ 20%</b>	<b>Charge</b>
Per Night	£18.00	£15.85	£3.15	<b>£19.00</b>
Per 7 days	£108.00	£95.00	£19.00	<b>£114.00</b>

**Caravan Club Discount**

**5%**

**TENTS**

	<b>2011 Charge</b>		<b>Proposed Charge</b>	
	<b>inc vat</b>	<b>Net Cost</b>	<b>VAT @ 20%</b>	<b>Charge</b>
Per Night	£15.60	£13.75	£2.75	<b>£16.50</b>
Per 7 days	£93.60	£82.50	£16.50	<b>£99.00</b>

**SHOWERS**

**ELECTRICITY CHARGE**

**£0.60  
£0.22 per unit**

**£0.65  
£0.25**

**SLIPPING**

	<b>2011 Charge</b>		<b>Proposed Charge</b>	
	<b>inc vat</b>	<b>Net Cost</b>	<b>VAT @ 20%</b>	<b>Charge</b>
Power Boats per Launch	£8.40	£7.50	£1.50	<b>£9.00</b>
Power Boats per season (restricted access)	£84.00	£734.50	£14.70	<b>£88.20</b> Power
Boats per season (unrestricted access)	£168.00	£147.50	£29.50	<b>£177.00</b>
Sailing Boats & Wind Surfers per launch	£3.60	£3.16	£0.64	<b>£3.80</b>
Sailing Boats & Wind Surfers per season	£22.80	£20	£4.00	<b>£24.00</b>

**BOAT PARK**

	<b>2011 Charge</b>		<b>Proposed Charge</b>	
	<b>inc vat</b>	<b>Net Cost</b>	<b>VAT @ 20%</b>	<b>Charge</b>
Per Night	£9.60	£8.50	£1.70	<b>£10.20</b>
Per Week	£33.60	£29.50	£5.90	<b>£35.40</b>
Per Month	£102.00	£89.20	£17.90	<b>£107.40</b>
Per Season	£306.00	£268.50	£53.70	<b>£322.20</b>

## Ballymoney Borough Council Borough Services Directorate

### Conditions of Letting for Ballymoney Town Hall & Ballymoney Social Centre

- (a) Parties engaging the accommodation shall indemnify the Ballymoney Borough Council against all damage (including injury to the walls, pictures, glass or furniture therein) and no nails shall be inserted in the walls or any other part of the building.
- (b) All meetings shall be confined to the room(s) which has been booked and no loud speaker or other apparatus shall be used from the windows or doors of the premises or otherwise to relay the proceedings to the outside of the premises.
- (c) All applications to be made to the Borough Services Directorate.
- (d) Bookings for Teenage Parties will only be accepted from parents or guardians and the applicant must be present during the entire proceedings.
- (e) Bookings for dances, concerts - the applicant must give an undertaking in writing, to the effect that a sufficient number of stewards will be employed, that all precautions will be taken to ensure that no damage is caused and if any rowdy conduct occurs it will be dealt with immediately.
- (f) Seating Capacity: - TOWN HALL

<u>Accommodation</u>	<u>Theatre Style Seating</u>	<u>Dancing</u>	<u>Seated at Tables</u>
Auditorium	255	200	120
Balcony	94	-	-
Shiels Room	80	-	24
Cransie Room	36	-	18
McArthur Room	30	-	12

### Seating Capacity: - SOCIAL CENTRE

<u>Accommodation</u>	<u>Theatre Style Seating</u>	<u>Dancing</u>	<u>Seated at Tables</u>
Main Hall	200	190	100

*Revised 14<sup>th</sup> June 2011*

**BALLYMONEY BOROUGH COUNCIL**  
**Borough Services Directorate**

Conditions of hire for Recreation Grounds

1. A receipted booking slip system is operated. All bookings to be made and confirmed with payment in advance, at Borough Services Directorate, Riada House, 14 Charles Street, Ballymoney, tel 028 2766 0227 not later than two days prior to the date of fixture i.e. **Saturday matches must be confirmed by 5.00pm on the prior Wednesday.**
2. Clubs, members of affiliated or recognised leagues shall on application be considered for allocation of a ground for the season. Where such application is approved, Clubs shall have first option on booking provided that the specified booking period shall apply.
3. The period of hire is 2 ½ hours and shall commence ½ hour prior to scheduled kick off time (e.g. kick off 11.00am, period of hire 10.30am – 1.00pm). Clubs exceeding period of hire specified on receipted booking slip shall be liable to a surcharge calculated in periods of not less than ½ hours and charged at a rate of £8.00 seniors/£4.00 juniors per period.
4. All booking slips shall be produced to the Caretaker on request and only on receipt of same shall facilities be authorized for use.
5. Goal nets are available on request and Clubs wishing to use them shall be responsible for erection, removal and return of same to the caretaker. **PVC tape must not be used to fix nets to goals. Fasclips have been fitted to nets for this purpose.**
6. Facilities are let for the use specified and the hirer shall indemnify the Ballymoney Borough Council against the following:
  - (i) all damage to changing facilities including injury to the walls, glass, fixtures or fittings therein.
  - (ii) all damage to or loss of equipment.
7. During periods of poor weather conditions (ie Saturday matches) **clubs should contact the department 028 2766 0227 on Fridays between 11.00am and 1.00pm to confirm if their pitch is playable.** In all cases where pitches are declared unplayable by an Officer of Ballymoney Borough Council, a transfer of booking shall apply.
8. Ballymoney Borough Council shall not be responsible for failure of Clubs to fulfil bookings and in all such cases where the Caretaker is on duty and a booking is not fulfilled no transfer of booking shall apply.

Revised 14/06/11

**Appendix C:**

**Non-Corporate Buildings  
& Facilities Working  
Group No 1 –  
31<sup>st</sup> Aug & 8<sup>th</sup> Sept**

**&**

**Non-Corporate Buildings  
& Facilities Working  
Group No 2 –  
19<sup>th</sup> Sept**

LEISURE & AMENITIES COMMITTEE  
NON-CORPORATE BUILDINGS & FACILITIES (NCB&F) WORKING GROUP  
NO.1 31.8.2011 & 8/9/2011

Report of meeting no. 1 held in the McKinley Room, Riada House, on 31<sup>st</sup> August 2011 at 6.00 p.m.

Present: Alderman F Campbell (Chair),  
Councillors: J Finlay, T McKeown, C McLaughlin, E Robinson & I Stevenson  
Director of Borough Services & Head of Corporate & Development Services  
(Internal Audit Manager)

The Director via his report / questionnaire outlined the purpose of the working group and set out the issues which required to be addressed by the working group covering the operation of NCB&F and associated governance issues. It was noted that Council had agreed (RTG36.3/28/3/2011) that there should be a formal agreement between Council and Management Committees and that management committees should be formed as limited companies.

Following discussion the following matters were AGREED:

- ✓ Terms of Reference – *“to put in place in consistent manner the necessary governance arrangements in respect of all community operated facilities (LAC385.16)”*
- ✓ The same governance and operational arrangements should pertain to all Council NCB&F namely – the community centres at Ballybogey, Balnamore, Killyrammer, Rasharkin and Stranocum and to the proposed Glebeside MUGA.
- ✓ NCB&F should be operated by Management Committees on the basis of a formal agreement.

An initial discussion ensued in respect of the advantages and disadvantages of Council v. Management Committee management of facilities under formal agreements and what matters each party might be responsible for.

The meeting adjourned at 7.10 p.m. to be reconvened on a mutually convenient date.

--oo0oo--

The meeting reconvened at 7.00 p.m. on 8<sup>th</sup> September 2011 in the McKinley Room.

Present: Alderman F Campbell (Chair)  
Director of Borough Services and Head of Corporate & Development  
Services (Internal Audit Manager)  
Apologies: Councillors J Finlay, C McLaughlin and I Stevenson

The meeting was inquorate. The Chair declared the meeting adjourned to reconvene after the Consultation Committee meeting on 19<sup>th</sup> September, to allow a report to be made to the LAC on 20<sup>th</sup> September, but to advance progress the Chair and the Officers reviewed the responses received to the questionnaire and his comments in order to prepare an initial draft of the responsibilities of Council and of Management Committees to be included in an agreement, as the basis for discussion when the working group reconvened.

Other issues which the officers agreed to explore to facilitate working group discussion were -



- ✓ Arrange workshops on the formation of a limited company for councillors/groups.
- ✓ Identify the range of policies the community based company would require, to be appended to any agreement.
- ✓ Establish the cost of formation of a limited company and how this might be taken forward and what assistance is available.
- ✓ Arrange separate meetings for both Killyrammer and Rasharkin to outline the concept of moving to the formation of limited companies to manage non-corporate buildings and facilities.
- ✓ The rental options in respect of community managed buildings & facilities – market rental; subsidised rental; nominal rental.

8.30 pm.

LEISURE & AMENITIES COMMITTEE  
NON-CORPORATE BUILDINGS & FACILITIES (NCB&F) WORKING GROUP  
NO. 2 – 19<sup>th</sup> September 2011

Report of meeting no.2 held in the McKinley Room, Riada House, on Monday 19<sup>th</sup> September 2011 at 7.30 p.m.

Present: Alderman F Campbell (Chair),  
Councillors: J Finlay, C McLaughlin, E Robinson  
Director of Borough Services  
Head of Corporate & Development Services (Internal Audit Manager)

Apologies: Councillor I Stevenson

1. Minutes

The Minutes of the last meeting, No.1 on 31/8/2011 and 8/9/2011 were tabled and the Director clarified various points in response to member questions.

It was proposed by Councillor Finlay seconded by Councillor McLaughlin and  
**AGREED:**

***that the minutes of the last meeting, No.1 on 31/8/2011 and 8/9/2011, as circulated, be confirmed as a correct record and adopted.***

2. Roles & Responsibilities

The suggested way forward with regard to raising awareness of community associations and elected members on benefits of limited company status, formation, role of board, members, costs etc was discussed. The Head of Corporate & Development Services undertook to prepare a brief paper on this for the next meeting and to facilitate this process under the Development Committee role in supporting and encouraging social enterprise. This was a very relevant issue at the current time given the work Council had committed to in the delivery of the village regeneration measure under the Rural Development Programme.

The Director updated members on liaison which he had undertaken with representatives from the three community groups in whose areas new community facilities were under construction and conveyed their views as regards the governance issues under discussion.

Members then dealt in turn with each of the suggested roles/responsibilities listed in the paper before the meeting. Various points were noted to explore further both as regards the operational arrangements and flexibility which could be considered to ensure best outcomes for Council and the respective Management Committees.

With regard to the required agreement, it was reported that the Director of Central & Leisure Services had prepared a first draft and on confirmation by Committee / Council of the responsibilities which ought to fall to the respective parties [Council and Management Committees] this information would be factored into the draft agreement which the Director would present to the next meeting of the working group.

Members gave initial consideration to the options for determining as to how an appropriate rental might be established. The Director took note of suggestions put forward by members to be further explored and it was agreed that an issues paper would be brought to a future meeting.

It was also agreed that it was necessary that meetings with the respective groups be arranged as soon as possible after Council had confirmed its policy position regarding those matters dealt with by the working group thus far.

It was proposed by Councillor Finlay seconded by Councillor McLaughlin, and

**AGREED:**

***that the schedule of roles and responsibilities, as set out in appendix A, be recommended to Leisure & Amenities Committee for approval.***

The meeting closed at 9.15 p.m.

# Appendix D

**For the completeness of record, committee reports approved at Council Meetings during the committee's summer recess are appended.**

## 946.6 LEISURE AND AMENITIES REPORT, 25<sup>TH</sup> JULY 2011

### AMENITIES REPORT

The Amenities report was presented by the Director of Borough Services.

#### 6.1 Amenities Charges 2011-2012

This business was deferred for one month from the Council Leisure & Amenities Committee held on 21<sup>st</sup> June.

The charges for Riada Stadium and Football Pitches, Cemeteries, Town Hall, Social Centre and Drumaheglis Marina & Caravan Park have been reviewed in accordance with Council policy and the revised charges for 2011-2012 were circulated.

**IT IS RECOMMENDED** that Council implement the new charges from 1<sup>st</sup> September 2011, with the exception that the new charges for Drumaheglis Caravan Park (together with Marina slipping and boat park) be implemented from 1<sup>st</sup> March 2012.

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

*that the matter be deferred to the meeting of Committee in September.*

#### 6.2 Non Corporate Buildings & Facilities

Council at its meeting on 4<sup>th</sup> July accepted the recommendation of its Leisure & Amenities Committee that a Working Group comprising six members be set up to oversee the implementation of appropriate governance arrangements in respect of the Council's non corporate building and facilities.

Given that this business was not dealt with on 4<sup>th</sup> July, **IT IS RECOMMENDED** that it is now progressed by Council.

At the request of Councillor Finlay, the Chief Executive outlined the make-up of the working group based on a process of selection either by proportional representation (3DUP, 1SF, 1UUP, 1SDLP or 1TUV) or the D'hondt system (4DUP, 1SF, 1UUP).

The following nominations were accepted:

<b>Ballymoney Town:</b>	Councillor I Stevenson (DUP)	Councillor T McKeown (UUP)
<b>Bann Valley:</b>	Councillor J Finlay (DUP)	Councillor C McLaughlin (SF)
<b>Bushvale:</b>	Councillor F Campbell (DUP)	Councillor E Robinson (DUP)

### **6.3 Ballymoney Cemetery Memorial**

Application has been received as undernoted for the erection of memorial in Ballymoney Cemetery.

#### **Section I3 No. 119**

All Black Granite Headstone and Base

**IT IS RECOMMENDED** that Council grant permission for the above memorial to be erected in Ballymoney Cemetery, subject to usual requirements.

It was proposed by Councillor Robinson, seconded by Alderman Campbell and **AGREED:**

***that Council grant permission for the above memorial to be erected in Ballymoney Cemetery, subject to usual requirements.***

### **6.4 Megaw Park**

A request has been received from Ballymoney Elim Pentecostal Church for the use of Megaw Park on Saturday 20<sup>th</sup> August to enable them to hold a community event involving a football competition and various other activities relating to a fun day.

**IT IS RECOMMENDED** that Council grant the use of Megaw Park to Ballymoney Elim Church on Saturday 20<sup>th</sup> August 2011 for the purposes of a fun day.

It was proposed by Alderman Campbell, seconded by Councillor Robinson and **AGREED:**

***that Council grant the use of Megaw Park to Ballymoney Elim Church on Saturday 20<sup>th</sup> August 2011 for the purposes of a fun day.***

### **LEISURE REPORT**

The Leisure report was presented by the Director of Central and Leisure Services.

### **6.5 Good Relations Grants**

The following applications for grants were discussed.

- i. Cloughmills Community Action Team for assistance towards a Good Practice and Networking Event. Amount requested £300.00
- ii. Cloughmills Boys and Girls Football Club for assistance towards Teambuilding Event. Amount requested £350.00.
- iii. Eden Accordion Band for assistance towards a Community Development Project. Amount requested £350.00
- iv. Cloughmills Community Association for assistance towards a 1<sup>st</sup> Anniversary Cross Community Event. Amount requested £350.00
- v. Cloughmills Boys & Girls Football Club for assistance towards a 10<sup>th</sup> Anniversary Event. Amount requested £350.00

The applications have been assessed and they meet the criteria of the small Grants Scheme. **IT IS RECOMMENDED** that Cloughmills Community Action Team is awarded £300.00 and that Cloughmills Boys & Girls Football Club, Eden Accordion Band, Cloughmills Community Association and Cloughmills Boys & Girls Football Club are awarded £350.00 each.

It was proposed by Councillor McLaughlin, seconded by Alderman Campbell and **AGREED:**

***that Cloughmills Community Action Team is awarded £300.00 and that Cloughmills Boys & Girls Football Club, Eden Accordion Band, Cloughmills Community Association and Cloughmills Boys & Girls Football Club are awarded £350.00 each.***