

**BALLYMONEY BOROUGH COUNCIL
LEISURE & AMENITIES COMMITTEE**

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387.10 Ballymoney Station, NI Fire & Rescue Service *Grant permission to use JDLC on 4th December.*

AMENITIES

387.11 Fields In Trust *Nominate Riada Playing Fields and Riverside Park, Ballymoney.*

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|---------------|---|--|
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BALLYMONEY BOROUGH COUNCIL**LEISURE & AMENITIES COMMITTEE**

Minutes of Leisure & Amenities Committee Meeting No 387 held in the Committee Room, Joey Dunlop Leisure Centre on Tuesday 18th October 2011 at 6.30pm.

IN THE CHAIR: Alderman F Campbell

PRESENT: **Aldermen**
C Cousley, MBE

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

IN ATTENDANCE: Director of Borough Services [Items 12-16]
Director of Central & Leisure Services [Items 1-10]
Committee Clerk

APOLOGIES: **Aldermen**
H Connolly
Councillors
P McGuigan
M Storey, MLA

387.1 PRESENTATION BY CAUSEWAY VOLUNTEER CENTRE

Chair welcomed Ms Marie-Louise McClarey and Mary McNicholl from Causeway Volunteer Centre to the meeting and invited them to make their presentation on the work of the Volunteer Centre, attached as Appendix A.

The representatives responded to a number of questions from members.

- * **Councillor Atkinson arrived at the meeting at 6.36pm during consideration of the above matter**
- * **Alderman Cousley arrived at the meeting at 7.05pm during consideration of the above matter.**
- * **Causeway Volunteer Centre representatives left the meeting at 7.07pm.**

Members considered the requests made by the representatives namely; to lobby Government to maintain local services for volunteers through the local volunteer centres; to create an ambassador for volunteering within

Ballymoney Council/area and to create a link to CVC website from the Ballymoney Borough Council website.

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

to recommend that Council writes to the Minister for DSD requesting that he continues with the funding of the Association of Independent Volunteer Centres due to the vital role they play in their areas.

LEISURE SERVICES

387.2 MINUTES OF MEETING NO 386 – 18TH SEPTEMBER 2011

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

to recommend that the Minutes of Meeting No LAC 386 – 18th September 2011, as circulated, be approved.

387.3 PRESENTATION BY BUILDING RELATIONSHIPS IN COMMUNITIES (BRIC)

The Director advised that the Council agreed to receive a presentation from BRIC at this committee meeting.

Due to other commitments the representatives from BRIC are unable to attend.

IT IS RECOMMENDED that they are invited to a future meeting.

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

to recommend that Council invites representatives from BRIC to a committee meeting in November.

387.4 JOEY DUNLOP LEISURE CENTRE - SWIMMING POOL FILTRATION UPGRADE

The Council, at its meeting on 3rd October 2011 approved that the undernoted 4 companies form the Select List of Electrical Contractors for the Swimming Pool Filtration Upgrade project.

RHK Davidson & Co, 35 Bushmills Road, Coleraine
HM Electrics Ltd, 95 Glen Road, Maghera
Braid Electrical Services, Braidriver Business Park, Railway Street, Ballymena
MFE Ltd, 50 Drumduff Road, Sixmilecross

The companies have been invited to tender with a closing date for receipt of tenders of 1st November.

IT IS RECOMMENDED that the tenders when opened are referred to the Council's consultants for evaluation and report to the Council meeting on 7th November 2011.

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

to recommend that Council refers the tenders for the Joey Dunlop Leisure Centre – Swimming Pool Filtration Upgrade, when opened, to the Council's consultants for evaluation and report brought to the Council meeting on 7th November 2011.

387.5 GOOD RELATIONS SUB COMMITTEE

The first meeting of the Good Relations Sub-Committee was held on Tuesday 11th October. The minutes of the meeting are attached as Appendix B.

The Director advised that the date of the next meeting of the Good Relations Sub Committee which had been scheduled for Tuesday 8th November at 2.30pm could no longer be accommodated. Members were reminded that they shall be agreeing Terms of Reference along with reviewing the Small Grants Scheme at this meeting.

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

to recommend that Council (i) approves the Minutes of the Good Relations Sub Committee meeting held on Tuesday 11th October and adopt the recommendations therein and (ii) that Council holds a meeting of the Good Relations Sub Committee on Thursday 3rd November at 2.30pm.

387.6 GOOD RELATIONS GRANTS

The following applications for grants were considered:

- (i) Dunloy Development Association for assistance towards Village Cross Community Christmas & Cultural Celebrations. Amount requested £350.00
- (ii) Japanese Cultural Centre for assistance towards a Japanese Cultural Displays Event. Amount requested £350.00
- (iii) Royal British Legion Women's Section for assistance towards a Networking and Cultural visit to Lisburn. Amount requested £350.00

IT IS RECOMMENDED that the above 3 groups are granted £250.00 each.

The Director advised that the Good Relations Small Grants Scheme budget for 2011/12 is £10,000. To date 31 grants have been made amounting to

£10,440. An unexpended amount of £1500 from another project has been transferred to the Small Grant Scheme.

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

to recommend that Council grantss £250 each to (i) Dunloy Development Association for assistance towards Village Cross Community Christmas & Cultural Celebrations, (ii) Japanese Cultural Centre for assistance towards a Japanese Cultural Displays Event, (iii) Royal British Legion Womens Section for assistance towards a Networking and Cultural visit to Lisburn.

387.7 NOVEMBER COMMITTEE MEETING

The Director advised that due to the amount of business to be transacted at the November Committee meeting, which includes proposed service expenditure plans for 2012/13. **IT IS RECOMMENDED** that separate meetings are held to deal with the Leisure Services and Amenities Business.

Members are requested to set a date for the second meeting.

IT WAS AGREED that Council hold a meeting of the Leisure and Amenities Committee to discuss Leisure business on Wednesday 16th or Thursday 17th November, the date to be confirmed at the next Council meeting.

387.8 BALLYMONEY SPORTS AWARDS 2011

The Director reminded members that the Ballymoney Sports Awards are being held on Saturday 22nd October in the Joey Dunlop Leisure Centre.

387.9 BALLYMONEY DRAMA FESTIVAL

The Director advised that the Honorary Secretary of Ballymoney Drama Festival has written to Council advising that the 73rd Drama Festival is scheduled to take place in the Town Hall from 1st to 10th March 2012 and seeking financial support to cover the cost of hiring the Town Hall.

When setting the budgets for the current financial year the Council established a Leisure Contributions budget for this and other similar requests.

The Drama Festival is also seeking permission to apply for an occasional bar licence for the event as in previous years.

IT IS RECOMMENDED that the Council make a contribution to the Ballymoney Drama Festival to cover the cost of hiring the Town Hall from the 1st to 10th March 2012 and grant permission for an occasional bar licence.

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

to recommend that Council makes a contribution to the Ballymoney Drama Festival to cover the cost of hiring the Town Hall from 1st to 10th March 2012 and grants permission for an occasional bar licence.

387.10 BALLYMONEY STATION, NI FIRE & RESCUE SERVICE

The Director advised that the Ballymoney station of the NI Fire & Rescue Service has written to the Council requesting the use of the Joey Dunlop Leisure Centre for training purposes on Sunday 4th December 2011 between 10.00am and 1.00pm.

IT IS RECOMMENDED that permission is granted to the Ballymoney Station, NI Fire & Rescue Service to use the JDLC for training purposes on 4th December 2011.

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

to recommend that permission is granted to the Ballymoney Station, NI Fire & Rescue Service to use the JDLC for training purposes on 4th December 2011.

- * Director of Central and Leisure Services left the meeting at 7.43pm.
- * Councillor Robinson left the meeting at 7.56pm.

AMENITIES

387.11 FIELDS IN TRUST

Founded back in 1925 this national charity was formed to promote access to outdoor space for sport, play and recreation for everyone. In 1936, 471 memorial fields were established as a tribute to the founder. Megaw Park is one of only 5 memorial fields in Northern Ireland. With the Diamond Jubilee of Queen Elizabeth II coinciding with the Olympic Games next year, 'FIT' have set themselves the challenge of establishing 2012 new 'open spaces'. As a supporter back in 1936, Council are being asked to consider nominating at least one more site. Once agreed Council would enter into a 'contract' promising to preserve the nominated site prohibiting development other than for recreational purposes. A plaque will be provided by 'FIT' and the erection of same will be the only cost to Council. Should at a later date Council wish to reconsider the use of the nominated site, the 'Deed of Dedication' can be transferred to another 'open space'.

IT IS RECOMMENDED that Council consider nominating at this time both Riada Playing Fields and Riverside Park, Ballymoney to be included in this project.

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

to recommend that Council nominates Riada Playing Fields and Riverside Park, Ballymoney to be included in the Fields In Trust Project.

- * **Director of Borough Services arrived at the meeting at 8.08pm.**

387.12 DRUMAHEGLIS MARINA & CARAVAN PARK

As is customary as another season draws to a close a review (incorporating user feedback) of facility administrative arrangements has been completed.

There are a number of issues which will be addressed in order to improve our user experience for 2012-2013 in a highly competitive marketplace –

- as WI-FI coverage is inconsistent across the facility, this matter has been referred to the Council's IT Department to remedy;
- improvements are required as regards the site on-line booking system; and
- site rules, terms & conditions have been amended (Appendix C).

IT IS RECOMMENDED that Council adopt the revised Site Rules, Terms and Conditions with effect from 6th December 2011.

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

to recommend that Council adopts the Drumaheglis Marina & Caravan Park revised Site Rules, Terms & Conditions with effect from 6th December 2011.

387.13 SMALL SIDED FOOTBALL PITCHES

Following discussion with the Council's Sports Development Officer, proposals have been worked up with the assistance of the Council's consultants: R Robinson & Sons, for the provision of a number of small sided football pitches at Riada Playing Fields thus completing this development (plans circulated).

IT IS RECOMMENDED that Committee review the proposal and make recommendation to Council.

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

to recommend that Council considers the Small Sided Football Pitches Project at the rates estimate meetings.

387.14 BALLYMONEY CEMETERY MEMORIALS

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

Section I3 No.51 & 52

‘J’ Design Headstone and Base with 2 Flower Holders

Section B No.66

All Polished Black OG, Side Bars and Posts

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

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

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

387.15 TENDERS FOR THE CLEANING OF COUNCIL OFFICES (2012-2014)

Members are advised that as the current contract expires at 31st December 2011, tenders will be invited for a new three year contract commencing 1st January 2012 (together with extension to the end of the current Council). It is hoped that a report will be tabled for the Committee’s consideration at its November meeting.

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

to recommend that Council invites tenders for a new three year contract commencing 1st January 2012 (together with extension to the end of the current Council).

387.16 MATTERS ARISING

16.1 Dervock Community Facilities (386.10)

The Director referred back to the plans presented to the previous meeting and then presented a further option which he recommended Council pursue as its preferred scheme in terms of both seeking planning approval and securing external funding.

IT WAS AGREED that the further option outlined by the Director at Committee be the masterplan which Council would pursue as regards the rejuvenation and provision of community Facilities at Dervock Recreation Grounds.

16.2 Megaw Park (386.11)

The Director again made reference to the plans presented at the previous meeting and displayed since then in the Members Room outlining the different elements and their respective cost estimate. In response to Alderman Campbell he reiterated that the masterplan, which comprised a number of individual elements, could be delivered over a number of years if need be.

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

to recommend that Council seeks planning permission for the Megaw Park masterplan on the understanding that it could be delivered over a number of years if necessary.

This being all the business the meeting closed at 8.37pm.

Appendix A: The Association of Independent Volunteer Centres slides

Appendix B: Minutes of Good Relations Sub-Committee Meeting held on Tuesday 11th October 2011 at 2.30pm in Riada House, Ballymoney

Appendix C: Drumaheglis Marina and Caravan Park site rules, terms and conditions.

APPENDIX A:

The Association of Independent Volunteer Centres slides

The Association of Independent Volunteer Centres



Ballymoney Borough Council Presentation

1 Who is the AIVC and who are the members?

The AIVC is a strategically placed group of volunteer centres, legally formalised in August 2010 amidst restructuring of volunteering across Northern Ireland. It is currently made up and representative of five independent volunteer centres:

1. **Cookstown and Magherafelt Volunteer Centre** (established in 2000 and services both Cookstown and Magherafelt Council areas, has two offices)
2. **Causeway Volunteer Centre** (established 1997, services Coleraine, Ballymoney and Moyle)
3. **Limavady Volunteer Bureaux** (established 1987, services Limavady Council area)
4. **Omagh Volunteer Centre** (established in 1999, services Omagh District Council area)
5. **Craigavon and Banbridge Volunteer Bureau** (established in 1993, services Craigavon and Banbridge areas)

1 Who is Causeway Volunteer Centre & who are the Ballymoney members?

- Acorn Business Centre
- FabFemme
- Drop In Ministries
- Asian Over 50s Club
- Cloughmills CAT
- Glebeside Community Association
- Ballybogey Community Association
- Dervock CA
- Glebeside Youth Club
- Ballymoney Community Resource Centre
- Ballymoney Evergreen Club
- Link House
- Ballymoney Gospel Hall
- Causeway Judo Club
- Wave Trauma Centre
- Barnardos (Ballymoney)
- Loughgiel Early Years centre
- Rasharkin Women's Group

1

Who is Causeway Volunteer Centre & who are the Ballymoney members?

- Homestart Causeway
- Mencap (NI)
- Can Can Bazaar
- Compass Advocacy Network
- Dunloy Development Association
- Northern Ireland Association for Mental Health
- Can Can Bubbles
- Cheers Youth Centre
- Northern Ireland Hospice
- Can Can Recycling Compass Advocacy Network
- Crafts with Love
- Robinson Hospital
- Carnary Community Association
- Cruse Bereavement Care
- Stranocum & District Community Assoc
- St John's Ambulance Ballymoney
- Ulster Cancer Foundation (BM)
- Road of Hope
- Triangle Housing Association

1

Who is Causeway Volunteer Centre & what services does it provide?

- **Ballymoney Services**
- Support Organisations: recruitment/selection/publicity
- Support Volunteers: find suitable placements/training
- Register and promote Volunteer Opportunities/Placements
- Volunteer Awards
- Distribute newsletters
- ACCESS NI checks
- Accredited and non accredited TRAINING
- SMALL Grants
- Outreach service/Information Days
- Ballymoney reps on CVC Management Committee
- Ethnic Minorities Forum (BCRC)
- Good Morning Causeway (Ballymoney)
- COAST : Causeway Older Active Strategic Team

1

Causeway Volunteer Centre Training in Ballymoney

- **Child Protection**
- **General First Aid**
- **Save A Life**
- **Befriending Training**
- **Beneficiaries**
- Wave Trauma centre; Loughgiel Early Years Centre; Causeway Befrienders; Dunloy Development Association; Phoenix ADHD; Road of Hope; Rasharkin CA; MENCAP; Citizens Advice Bureau; Alzheimer's Society; Compass Advocacy; Can Can Bubbles; Ballymoney Community Resource Centre; Age Concern Causeway; Homestart Causeway ; Rasharkin Women's Group; Glebeside CA; Crafts with Love

1 Causeway Volunteer Centre Small Grants for Ballymoney

- Ballybogey CA
- Asian Over 50s
- Crafts With Love
- Cloughmills CAT
- Road of Hope
- Rasharkin CA
- Glebeside CA
- Carnany CA

2 Why the AIVC came about?

Critical steps involved in the formation of the AIVC are detailed below:

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    graph TD
      A[McManus Report] --> B[Options appraisal]
      B --> C[Volunteer Development Centre Agency and Independent Volunteer Centre merge]
      C --> D[Launch of Volunteer Now and centralised delivery]
      D --> E[6 volunteer centres opt out]
      E --> F[Shared concerns / joint aspirations lead to merge of 5 independent centres]
  
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2 Why the AIVC came about

Reasons of independent Centres for opting out and subsequent merger:

- ❖ Joint concerns and aspirations by independent Centres led to much debate and eventual merge [excluding the North West who wished to remain entirely independent]
- ❖ Centres felt organisational factors, individual circumstances, values and local issues were not taken into account
- ❖ Long term social return on initial investment far outweighs initial savings secured through centralised approach
- ❖ A centralised system and approach to volunteering goes against the very principles of the initial reason for their existence

“no local knowledge or presence”

“fear of closure of local centres”

“loss of people centred approach”

“lack of awareness for local diverse needs”

3 What makes AIVC different, what do they stand for?

- ❖ Acts as an umbrella organisation and collective voice for independent and local Centres
- ❖ A formal grouping designed to protect the interests of a people centred approach to volunteering
- ❖ Reinforces the need for and facilitates local response to volunteering need across Northern Ireland.
- ❖ Plays a vital role in ensuring individual centres maintain independence
- ❖ Designed to support the growth and organisational development of constituent Centres



The AIVC provides local services to local people and a voice at a regional level.

4 What is AIVC long term plan

The AIVC will:

1. Work in partnership to ensure that Volunteering is delivered through a local vehicle
2. Continue to deliver value for money, front line community services and ensure that their impact is felt locally
3. Embrace change but will not compromise on its people centred approach and local aspect of delivery

The AIVC is committed to the following vision:

“Protect, sustain and grow the future of volunteering across every community in Northern Ireland”

Two underpinning principles will guide the AIVC over coming years:

1. Commitment to putting people at the centre of volunteering
2. Commitment to a community development approach – local people will be empowered to develop a range of innovative solutions to positively address local issues / need.

4 What is AIVC long term plan

The AIVC has no intention of employing anyone or becoming a large regional grouping requiring offices and resources, rather it is an association of like minded organisations that come together to share information, to support one another, to strategically plan and to self govern the work that each member is delivering.



* If DSD contract delivery of a co-ordinated volunteer service across NI to one organisation, AIVC will be best placed to deliver. It will also continue to support organisations that want to establish an independent volunteer service in their own area *

Ultimately the AIVC will continue to promote volunteering throughout NI and play a strategic role by helping volunteering and community activity contribute to wider social policy objectives

5 Impact of AIVC work

Each independent centre boasts individual and specific areas of expertise and respond to a local need in their own way. Each Centre therefore creates its own local impact, which is commonly wide ranging

Findings from the recent strategic plan demonstrate the wider and collective impact of the AIVC's work:

- ❖ Wide ranging benefits to individual volunteers on a personal, social and economic level
- ❖ Wide ranging benefits to organisations that utilise voluntary services, primarily financial savings and organisational development, but also contributions to community cohesion
- ❖ 100% of volunteers surveyed would recommend volunteering to other people
- ❖ 100% of beneficiary organisations advocate voluntary services



The findings presented are testament to both the AIVC and its affiliated volunteers in providing a first class and much needed service

5 Impact of AIVC work

Wider economic impact - The strategic planning process identified the impact on the local economy of all AIVC Centres, based on a volunteer diary dispersed to all affiliated volunteers



- ❖ AIVC incorporates approximately **1700 active volunteers** at any one time and **1,186 organisational beneficiaries**
- ❖ Each Centre contributes between **£1-1.5 million** on an annual basis
- ❖ For a Government investment of **£405,809** in 2010, the five member Centres produced a financial return worth **£7,321,543**, a return on investment of **1704%** (financial savings to local economy provided by affiliated volunteers coupled with input of voluntary services through VBI small grants programme)
- ❖ figures are based on a number of assumption and likely to be conservative

6 What support we need from you!

The AIVC need the support of Council for the following:

- ❖ Lobby Government to maintain local services for volunteers through the local volunteer centres
- ❖ Create an Ambassador for volunteering within Ballymoney Council/Area
- ❖ Raise awareness of volunteering and the support provided by Causeway Volunteer Centre eg: placements, training, real experience etc.
- ❖ Help publicise the volunteer centre, its initiatives and 'hot' opportunities
- ❖ Create a link to CVC website on Ballymoney Borough Council website
- ❖ Lobby various governmental departments on prevalent 'volunteer issues' which cover health, education, employment, learning, tourism etc.
- ❖ Council staff engage in employer supported volunteering

*Thank you for your active participation.
Any questions please feel free to ask!*

APPENDIX B:

Minutes of Good
Relations Sub-Committee
Meeting

Tuesday 11th October
2011

Minutes of Good Relations Sub-Committee Meeting held on Tuesday 11th October 2011 at 2.30pm in Riada House, Ballymoney

Present: Alderman Campbell (Chair)
Alderman Connolly
Alderman Cousley
Councillor Blair
Councillor Cavlan
Councillor McGuigan
Councillor McKeown
Councillor Stevenson
Director of Central & Leisure Services (DCLS)
Good Relations Officer (GRO)

Apologies: Councillor Robinson

1. Appointment of Chair

The Director sought nominations for the Chair of the Sub Committee. It was proposed by Cllr Ian Stevenson and seconded by Ald Cousley that Ald Campbell be appointed Chair.

It was proposed by Cllr Cavlan seconded by Ald Connolly that Cllr McGuigan be appointed Chair. On being put to a vote 5 members voted for Ald Campbell and 3 members voted for Cllr McGuigan.

Ald Campbell was declared the Chair of the Sub Committee.

2. Good Relations Action Plan 2011/12

The Director advised members that the new Good Relations Strategy and Action Plan for a 3 year period 2011 – 2014 had been approved by Council earlier in the year. She reminded members that the Good Relations Audit/Study had been carried out on the Causeway Cluster basis with each Council having its own Action Plan to address issues specific to its district.

The Director also advised that the Good Relations programme was 75% grant aided by OFMDFM.

The GRO gave members an overview of the 2011/12 Action Plan detailing the projects that have been completed to date and explaining the ongoing work and the activities for the remainder of the year. He particularly drew Members attention to the Small Grants Scheme advising that at this stage in the year the budget was expended in full. He indicated that there was a small under spend in another project

which could be transferred to the Small Grants Scheme budget. Members expressed concern that some groups were awarded up to 3 grants in the year while others who apply now would receive no funding.

The Director suggested that the Sub Committee consider reviewing the guidance notes and criteria of the Small Grants Scheme. Members agreed that the Sub Committee would review the Small Grants Scheme including the budget allocation for 2012/13.

The Sub Committee also Agreed to be involved in the evaluation of the current Action Plan and the Review of the 2012/13 Action Plan.

3. Terms of Reference

The Director discussed with Members the draft Terms of Reference which was issued with the agenda for the meeting.

Cllr Cavlan suggested that the review of the Small Grants Scheme be included and Cllr McGuigan suggested that the evaluation of the current Action Plan and review of next years Actions Plan be included. Cllr Stevenson suggested including the tackling of hard issues through dialogue under the civic leadership role.

It was Agreed that the Director revise the draft terms of Reference and table again for the next meeting.

4. Date of Next Meeting

In response to a query from Cllr McGuigan the Director indicated that the next meeting should be held in November to agree the Terms of Reference and to review the Small Grants Scheme. She also indicated that a further meeting could be scheduled for January to review and agree the Action Plan for 2012/13 before Council approved the budgets for 2012/13

It was Agreed that the next meeting of the Sub Committee be held on Tuesday 8th November at 2.30pm in Riada House.

There being no other business, the meeting closed at 3.45pm

APPENDIX C:

Drumaheglis Marina
and Caravan Park
site rules, terms and
conditions.



TERMS & CONDITIONS

Drumaheglis Caravan Park
Ballymoney, Co Antrim

Tel: 028 2766 0280
Email: drumaheglis@ballymoney.gov.uk
Web: www.ballymoney.gov.uk

Booking Conditions

Advance Booking is advisable. Bookings can be made online or by telephone at 028 2766 0280.

Payment & Pricing

Full Payment will be required at time of booking.

The following prices apply for the 2012 Season (All prices include VAT)

Caravan/Motorhome: £23.00-£24.00 per night

Tent: £16.50

Payment can be made by cash or credit/debit card – please bring your receipt with you when arriving at the caravan park.

Cancellations and Amendments

There will be no refunds or alternative dates given to customers who depart early from the site.

A minimum of 7 days notice (by letter or email) is required in advance of arrival date, to amend a booking or to change to other dates within the season. No refunds or alternative dates will be given to customers who cancel their booking after this time.

£10.00 administration fee will apply to all refund requests.

Pitch Allocation

Pitches can be selected at time of booking. However, on occasions Council may have to change pitch allocations to ensure the efficient operation of the site. No guarantee can be given that caravans booked in together will be beside each other on the site.

Arrival and Departure

Your arrival is welcome from 1pm. Latest arrival is 9pm – if we have not heard from you by 9pm on the day of your arrival we reserve the right to re-let the pitch. All pitches must be vacated by 12noon, otherwise an additional night's fee may be charged. No refunds will be given for departing nights early.

Access Key

On arrival, payment of a £20 refundable deposit is required for an access key for the facility block and barriers. This will be refunded on departure – if you intend to depart the site before 9am, please contact staff for alternative arrangements. Deposits are forfeited if keys are not returned on departure.

Tents

In wet conditions, cars are not permitted to park on the grass tent area and will be required to park in the adjacent car park. Trailer tents cannot be accommodated within the tent area and must book a serviced pitch.

Caravans and Vehicles

A maximum of two cars are permitted per pitch. All other vehicles must be parked in designated parking areas. No commercial vehicles are permitted on site as the park is a touring Caravan Park. We cannot accommodate those using caravans for residential or employment purposes.

Rules and Regulations

A copy of the rules and regulations are attached separately. The person completing the booking is responsible for the conduct of their party. It is your responsibility to read the rules and regulations and abide by the rules therein. Anyone failing to abide by these rules will be asked to leave the park and will not receive a refund. The Council reserves the right to ban individuals from future use of the park.

Liability

Anyone found defacing or causing damage to any buildings, equipment or property of the park faces immediate eviction and prosecution. The pitch hirer will be responsible for and charged for any damage/breakages/loss caused by themselves or their visitors to the pitch or to any park facilities or to other camper's property. Your personal belongings, vehicles, vans and their accessories and contents are left at your own risk. Ballymoney Borough Council, its staff and agents shall not be liable for the loss, theft or damage of any property whilst they remain at Drumaheglis Caravan Park. Customers must ensure that their property is secure and fully insured for any unforeseen eventuality.

The operators of this website do not accept liability for any errors or omissions and reserves the right to change information on the website.

Data Protection

The information taken at time of booking is required to be collected for the purposes of processing your application to stay at Drumaheglis Caravan Park. Ballymoney Borough Council as part of their ongoing monitoring and promotion of services may write to you with upcoming developments, promotions and events with the Caravan Park. If you do not wish us to contact you for these purposes please write or email the park.

By booking a pitch, you agree to abide by the above terms and conditions and attached rules and regulations.

Campers should also be reminded that the Drumaheglis Caravan Park is a family orientated site and all customers are asked not to engage in any noisy activities which may cause annoyance or disturbance to other guests between the hours of 11.00pm and 8.00am.

We look forward to welcoming you at Drumaheglis Caravan Park.



RULES & REGULATIONS

Drumaheglis Caravan Park Ballymoney, Co Antrim

1. Drumaheglis Caravan Park is open from St Patrick's weekend to Halloween.
2. Advance booking is essential particularly for weekends, bank holidays and during July and August. At the time of booking, full contact details will be required and payment must be received in full.

Due to high demand for pitches, especially at weekends – bookings are subject to a minimum two night stay, three night stay on Bank Holiday weekends and during July and August. For single night bookings, please telephone or email us to enquire.

3. Admission to the Caravan Park and campsite to those under 18 will be refused unless accompanied by an adult for the full duration of the stay.
4. The Warden of his staff has the right to refuse admission to the Caravan Park and campsite to anyone who has failed to adhere to these rules on a previous visit.
5. Each site must be kept free from litter.
6. Riding of bicycles, skateboards etc., is forbidden where it is deemed to be an annoyance to other visitors.
7. The erection of clothes lines maybe permitted on site with the approval of the Warden.
8. Swings must not be erected on site.
9. Open fires are strictly prohibited.
10. Speed limit of 5mph must be adhered to at all times.

11. Vehicles must not be driven on grassed areas of campsite.
12. Dogs and other pets must be kept under control and on a lead at all times.
13. Guest of site users are encouraged to use the main car park.
14. Children must be under the supervision of their parents or guardians at all times.
15. No noise permitted between 11.00pm and 8.00am.
16. Tent prices are calculated based on the numbers of persons per tent pitch and Ballymoney Borough Council accepts bookings for up to 2 persons, up to 4 persons/families and up to 6 persons. Please note 6 is the maximum number per tent, or unless prior approval has been sought from Ballymoney Borough Council.

In wet conditions, cars are not permitted to park on the grass tent area and will be required to park in the adjacent car park.

Trailer Tents cannot be accommodated within the tent area and must book a serviced Caravan pitch.

Pop up tents (for 2 children aged 14 and under) or play tents with zips can be erected next to a Caravan to be charged the nightly rate of £5. All other tents will be charged at the nightly rates and sited on the appropriate camping areas.

Ballymoney Borough Council wishes everyone to enjoy themselves whilst staying at Drumaheglis Caravan Park so please show some respect and consideration to other holidaymakers on site. Any undue noise or rowdy behaviour will result in you being asked to leave the site. No noise after 11.00pm and no outside music at anytime. No single sex groups or parties of three or more unless by prior arrangement.

If you require any further information please contact:

The Warden
Drumaheglis Caravan Park
36 Glenstall Road
Ballymoney
BT53 7QN
Tel: 028 2766 0280

