

## **MINUTES OF THE MEETING OF THE RECREATION, LEISURE & OPEN SPACES COMMITTEE**

The meeting took place in a virtual environment using “Zoom” video conferencing technology and members of the public and press were given the opportunity to observe or participate in the meeting.

Held on Wednesday 7<sup>th</sup> October 2020 at 7.00pm

PRESENT: Cllr Andy Briers (Chairman)  
Cllr Darren Loose (Vice Chairman) (*from 7.02pm*)  
Cllr Philip Day  
Cllr Gareth Deboos  
Cllr Hilary Edge  
Cllr Rae Frederick (*until 8:30pm*)  
Cllr John Haywood  
Cllr Peter Kelleher  
Cllr Gloria O’Reilly  
Cllr Tony Ring  
Cllr Glenys Turner

IN ATTENDANCE: Chris Wilkins, Town Clerk  
Nicola Vodden, Meetings Administrator  
Cllr Jeremy Heron

ABSENT:

### **OS/5996 PUBLIC PARTICIPATION**

There were no members of the public present.

### **OS/5997 APOLOGIES FOR ABSENCE**

All Members were present.

### **OS/5998 DECLARATIONS OF INTEREST**

There were none.

### **OS/5999 MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:** That the minutes of the meeting held on 2<sup>nd</sup> September 2020 be approved and signed as a correct record.

### **OS/6000 CARVERS CLUBHOUSE**

*(Cllr Loose joined the meeting during discussion of this item.)*



The Clubhouse Manager presented her quarterly report (*Annex A*), which outlines the challenges faced by the Clubhouse given the impact of the coronavirus pandemic. The approach has been to prioritise the safety of the facility for staff and visitors, whilst balancing that with provision of a service that benefits the public.

The Clubhouse falls under many headings when considering government guidance, so it has taken a while to work out how to manage and operate safely. The Clubhouse is now open Wednesday – Saturday 11:30 to 4:30 and Sunday 10 to 2pm.

The Clubhouse Manger has been working with hirers who are returning to the centre and offering support, where possible, so that a service is provided. Margins can be small and reduced numbers make that even more of a challenge for sole traders.

She reported on the difficulties with staff turnover over the last few months and that the Staffing Committee had agreed to involvement in the governments Kick Start Scheme.

Members thanked the Clubhouse Manager for her report and for dealing with incredibly difficult things in challenging times.

**RESOLVED:** That the Clubhouse Manager’s quarterly report (*Annex A*) be received.

<b>ACTION C Bennett</b>
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**OS/6001  
EVENTS MANAGEMENT**

The notes of Ringwood Events Team’s meeting on 6<sup>th</sup> October were presented to the Committee (*Annex B*).

Remembrance Service:- Plans were in hand for a much reduced service than normal, but people would have the opportunity to view a live stream or catch up on recordings via social media.

Christmas Market:- RET had considered the circumstances surrounding the Christmas Market event and with a heavy heart recommended to the Committee that it be cancelled this year.

Cllr Day requested a recorded vote on the recommendation:-  
In favour:- Cllrs Frederick, Deboos, O’Reilly, Turner, Haywood, Kelleher and Loose (7)  
Against:- Cllrs Day and Edge (2)  
Abstain:- Cllrs Ring and Briers (2)

The motion was carried. Members wished stall holders to be informed before the decision is more widely publicised and to be invited to roll-over their application to next year’s event.

It is hoped that Ringwood’s Winter Wonderland will ensure there isn’t a feeling that ‘Christmas 2020 is cancelled’ and this will inspire people to get involved, create a sense of community even when it cannot come together, promote local businesses and shopping local.

**RESOLVED:** 1) That the update on events (*Annex B*) be received; and  
2) That the Christmas Market 2020 event be cancelled.

<b>ACTION C Bennett</b>
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**OS/6002  
ADVANCING NEW PROJECTS**

The Town Clerk presented his report (*Annex C*) and outlined the reasons for suggesting an overhaul of the present system for recording and developing proposals for new projects. The aim would be to provide a clearer process enabling Members to ‘champion’ an idea, develop it, bring it forward for consideration and provide a fully worked through proposal, which could be taken forward swiftly if and when the required resources became available. This approach would provide the Council with a small reserve of projects, waiting in the pipeline, for funding to be available.

He detailed the revised tracker report and indicated, with the examples, how this would work in practice. Members felt this structured approach was helpful, although would like to see all projects included, regardless of which Committee was responsible for it, and questioned circumstances where it might be more appropriate for an established Working Party to lead on a project. They agreed that the improved process proposed be adopted.

Cllr Deboos reported speaking to a resident about the Council’s policy on mowing open spaces and allowing areas to grow wild and asked if developing a written policy on this subject could be included on this form. It was suggested that this be considered by the REAL Working Party instead, at least in the first instance.

Members considered the items listed on the emerging projects progress tracker. Items 1, 6 and 8 are to be aggregated and led by the Carvers Working Party. A meeting would be arranged and Members were welcome to be involved. Any recommendations arising from the Working Party would be referred to the Committee. It was decided that item 3 be removed from the tracker.

Item 2 would be led by Cllr Heron, Item 4 by Cllr Day, Item 5 by Cllrs Heron and Ring, Item 7 by Cllr Edge. Item 9 would be combined with the provision of basketball hoop(s) and led by Cllrs Frederick and Turner. The Town Clerk invited Members to develop proposals and include practicalities, costings, timescales, etc. so that the projects are ready to be brought forward as budget bids.

*Cllr Frederick left the meeting at 8:30pm.*

It was noted that items which are included on the machinery replacement schedule would automatically be added to the project tracker at the appropriate time.

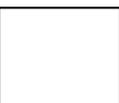
**RESOLVED:** 1) That the project process, by which the Committee manages and overseas new and emerging projects within its remit, be overhauled; and  
2) That the emerging projects progress tracker be adopted.

<b>ACTION C Wilkins</b>
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**OS/6003  
CURRENT PROJECTS UPDATE**

A1 – War Memorial repairs -The Town Clerk reported that all work on site was completed, save for marking of some of the metal elements. Stains had not been removed completely, but were greatly reduced, the stonework has been made good and the missing names and dates had been repaired. He commented that it now looks like a War Memorial that is cherished.

**RESOLVED:** That the update in respect of projects (*Annex D*) be received.



**ACTION C Wilkins**

There being no further business, the Chairman closed the meeting at 8.45pm.

**Note: The text in the Action Boxes above does not form part of these minutes.**

RECEIVED  
28<sup>th</sup> October 2020

APPROVED  
4<sup>th</sup> November 2020

TOWN MAYOR

COMMITTEE CHAIRMAN