Minutes of the closed meeting between ME Sports & ODA Parish Council OCLC Committee members held on Tuesday 22nd March 2022 @ 5.30pm Oakthorpe Community Leisure Centre.

**Present:**

Cllr S McKendrick, Richard Hill & Matt Elliot (ME Sports CIC directors) Dale Pearce (Centre Manager)

Officers: K Grove – Clerk/RFO

5.30 pm Meeting starts

**03202401** Apologies

None

**03202402** Completion of transfer

Chubb – keep sending invoices despite ME having no contract & ODAPC’s contact ended.

Aqua electrics – Termination of contract invoice/bill -ME Sports to continue with contract until end

Clerk/RH to contact contractor (Michael Leek) - ME are honouring contract until end of council’s contract term. RH will then renegotiate price.

Diamond Fire & Security will be testing the fire/security alarms I future

ME sports to report any product deemed not needed report any assets need removing from record

Discussed asset list (contents) as in contract. Assets value £40450 ODAPC acknowledges this does not reflect depreciation costs as council do not have to do this unlike most businesses.

Council to inform NWLDC of transfer of business -for business rates

Rateable value of the building – £9200 at present subject to small business rate relief.

ME sports have received contracts

ODA PC have yet to receive there’s

Monitor position of wellbeing tree and to inform council if causing access concerns

MUGA- temporary fix is working – in future all seems will be fixed.

**03202403 HR**

Pension to start March will have an exemption payment back to Feb 14th and will ensure that there is not a break in service.

DP Line manager has changed position in the company. Present line manager RH or Lucy office manager – Any administrative issues contact Lucy. DP knows who to ask. RH:- ‘This is Dale’s kingdom she makes the decisions.’

**03202404** **Council’s role, consultations and development work**

ME Sports grounds plan to be shared with council – to include fencing.

Access to site for disability access. Steps & gradient of slope discussed/ winding path down slope discussed.

Council offered to help with a joint application

Councillors to be reminded – must inform Dale if they need to access the Leisure Centre on Council business. Locking/opening of gates is down to ME Sports. They have their own time table.

Painting inside before moving outside to do repairs/painting in better weather.

New signage will be put up soon RH to send a visual of sign to clerk (includes /ODAPC logo) . New social media set up in place(FB, LinkedIn, twitter, Instagram).

**03202405 Parish Office Update**

ME Sports has quotes from two contractors to send to clerk

Clerk to send DBS number to DP to forward to ME Office to create a staff badge for the clerk when in the centre especially for alternative provision.

**03202406 Meeting Closed – 6.15pm**

**03202407 Next meeting**

A quarterly meeting to be arranged DP will be future ME representative.