



Minutes of the Youth and Leisure Committee Meeting held Tuesday 4th February at 7pm in the Valley Ridge Community Centre.

Approved at the Youth and Leisure Committee Meeting held on Tuesday 4th March 2025

Present: Councillor M. Eyre, Councillor L. Eyre, Councillor C. Pearson, Councillor J. Almond, Councillor G. Cobb, Councillor D. Martin, Councillor J. Purcell, Councillor S. Shannon (non-committee member), Councillor P. Eyre (non-committee member) and D Meir (Clerk).

083/YL/2425 Apologies

- a. To note apologies received
Apologies were received from Councillor J. Mawson, Councillor H. Richardson and A Pickersgill
- b. To approve any reasons for absence
It was resolved to approve the reasons for absence.

084/YL/2425. To Note any Declarations of Interest

- a. To note declarations interests not already declared under members code of conduct or members register of disclosable pecuniary interests
None
- b. To approve dispensation requests
None

085/YL/2425. Public Participation

Members of the public who wish to speak regarding an item within the remit of the Youth and Leisure Committee may do so.

PLEASE NOTE: Total time limit for this item is 10 minutes.

None

086/YL/2425. Meeting Minutes

- a. To approve minutes of the meeting of the Youth and Leisure Committee held on 3rd December 2024 as a true and accurate record of that meeting.
It was resolved to approve the minutes of the meeting of the Youth and Leisure Committee held on 3rd December 2024 as a true and accurate record of that meeting.

087/YL/2425. Kippax Common

- a. To receive an update on the loose trees
It was reported that the trees have now been replanted and made stable, and bark has been put around the bottom.
- b. To receive an update on the proposed footpath and agree any actions
Councillor M. Eyre is taking this forward with Vicky Nunns from LLC Parks Department and may need to appoint Groundwork to manage the project.

- c. To receive an update on the management of Kippax Common from Kippax Athletic Junior Football Club.

It was reported that the pitches have not been used much, and no further work has been done due to the weather. The Football Club will be meeting with Vicky Nunns from LCC Parks Department to discuss priorities and damage done to the gates.

088/YL/2425. Community Gala

- a. To consider and approve the number of stalls to have at the Gala
It was resolved not to limit the number of stalls at this stage.
- b. To consider and approve the charge for non-charity stalls
It was resolved to approve to charge £25 for a non-charity stall
- c. To consider and approve whether to charge charities a deposit for a stall
It was resolved not to charge charities a deposit for a stall
- d. To consider and approve using an online booking and payment system for the stalls
It was resolved to approve using Jotform for online bookings requests and to request payment once they are approved.
- e. To consider and approve entertainers
It was resolved to invite other performers and to re-assess the entertainment schedule when it is confirmed who can come.
- f. To consider and approve payments for entertainers
It was resolved not to pay any performers this year.
- g. To confirm the requirements for a Body of Persons License and agree any actions.
It was confirmed that a Body of Persons License will be required for child performers and Councillor M. Eyre will do the application once the performers have been confirmed.
- h. To consider and approve the quote for First Aid provision
It was resolved to enquire if St John's ambulance would be able to attend for free.
- i. To consider and approve the quote for Breeze
It was resolved to approve provisionally book five inflatables, two activity workshops with two marquees at a cost of £3,767. Councillor M. Eyre will ask what inflatables could be provided and Councillor Cobb will look at alternative suppliers.
- j. To consider and approve the quote for Activity Workshops
This is included in the cost approved under item 088/YL/2425i. Councillor M. Eyre will ask what workshops can be provided.
- k. To consider and approve the quote for the hire of toilets
It was resolved to approve the quote from G&S Toilet Hire for £450+VAT for the hire of four toilets and one accessible toilet.
- l. To consider and approve the Caretaker working at the event
It was resolved to approve the Caretaker to work at the event
- m. To receive an update on food vendors for the event and agree any actions
The coffee van, Jay's Pizza and Market Kitchen have been invited to the event.
It was resolved to invite more food vendors to attend.
- n. To receive confirmation that the Police have been informed about the event
The Police will be informed nearer the time

- o. To receive confirmation of the insurance cover for the event
The current policy runs out on 3rd May so this will need to be confirmed on the new policy, along with cover for the hired toilets.
- p. To review and approve the Event Plan
It was resolved to approve the Event Plan
- q. To review and approve the Event Application
It was resolved to approve the Event Application
- r. To review and approve the Risk Assessment
It was resolved to approve the Risk Assessment
- s. To consider any other arrangements for the Gala and agree any actions
It was reported that the football club has planned drainage work on the edge on the 1st of June and the area will then be reseeded. Councillor Cobb will check if this can be delayed until after the Gala.
It was resolved to invite the Wombles to help with the litter picking.

089/YL/2425. Scarecrow Festival

- a. To consider and approve arrangements for the Scarecrow Festival and agree any actions
It was resolved to approve the theme as “stars and scenes from the movies” and to provide an information sheet on how to make a scarecrow.

090/YL/2425. 80th VE Day Anniversary Beacon Lighting event

- a. To consider and approve inviting the coffee van to provide refreshments at the event
It was resolved to approve inviting the coffee van to provide refreshments at the event
- b. To consider and approve inviting the Choir to sing at the event
It was resolved to approve inviting Viva Vox to sing at the event
- c. To receive an update on notable attendees for the event
The Ward Councillors, MP, Deputy Lieutenant and British Legion representatives will be in attendance.
- d. To receive confirmation that the Police and Fire Service have been informed about the event
The Police and Fire Service will be informed nearer the time
- e. To review and approve the Event Application for the event
It was resolved to approve the Event Application
- f. To review and approve the Event Plan for the event
It was resolved to approve the Event Plan
- g. To review and approve the Risk Assessment for the event
It was resolved to approve the Risk Assessment
- h. To receive confirmation of the insurance cover for the event
The current policy runs out on 3rd May so this will need to be confirmed at renewal.
- i. To consider any other arrangements for the event and agree any actions
None
- j. To receive an update on the discussions with other groups about an additional event and agree any actions.
No groups have come back with suggestions so this will not be pursued.

091/YL/2425. Wildlife Garden Competition

- a. To review the information provided by Kippax Wildlife Corridor and consider and approve the arrangements for a wildlife garden competition.

No further progress to report. To check with Councillor Hudspith if he would like to be involved.

092/YL/2425. Brigshaw Lane Tennis Courts

- a. To receive an update on the installation of the digital lock and emergency gate on the tennis courts and agree any actions

It was reported that the contract has not yet been signed.

093/YL/2425. Next meeting

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting

None

- b. To confirm the date of the next meeting of the Youth and Leisure Committee as Tuesday 4th March 2025 at 7pm

It was resolved to confirm the date of the next meeting of the Youth and Leisure Committee as Tuesday 4th March 2025 at 7pm

Signed: *M Eyre*

Date: 4th March 2025