

EUXTON PARISH COUNCIL



Meeting arrangements: **Skatepark Committee**

Annexe Room

Euxton PC Community Centre, Wigan Road, Euxton

Thursday, 26 January 2012, 7.30pm

A G E N D A

1. Elect a Chairman
2. Elect a Vice Chairman
3. Terms of reference for the Committee - note (page 2)
4. Update on the project so far
Go through the grants obtained, money shortfall, what has happened and current position
5. Tender process
Write the document and prepare to go out to tender, decide on level of advertising etc
6. Progression of the Sport England grant
Consider whether to continue, and how
7. Any other items for this Committee

D. Platt
CLERK

Published: 09/01/12

SKATEPARK COMMITTEE

- 1 Eric Jones
- 2 Brian Leyden
- 3 John Matson
- 4 Alan Platt
- 5 John Prayle
- 6 Paul Thomas

EUXTON PARISH COUNCIL

SKATEPARK COMMITTEE

Responsibilities

This is a standing committee of the Council which is tasked with:

- To progress the skatepark project to provide a permanent skatepark in Euxton for BMX, Inline Skaters and Skateboarders on the chosen site, to completion.
- Provide a plan for its continuance maintenance following its completion, to hand on to the Leisure Committee at the end of the project.

Objectives

- Provide a skatepark in Euxton for BMX, Inline Skaters and Skateboarders
- Raise funds for the project through events, fund-raising, grant applications
- Progress the project through necessary procedures set by the Council's own Financial Regulations
- Report to Council its progress

Delegation and Finance

The Committee has delegated responsibility, granted by Council, to achieve its responsibilities and objectives.

Therefore the Committee is empowered by Council, to deal directly with all relevant bodies at Borough, County and Regional levels, and with applicable granting or funding bodies, all appertaining to the Committee's responsibilities. The budget for the Skatepark Project is named 'Skatepark'.

The Committee is to prepare a budget proposal, for any major/new/additional projects which, in the Committee's opinion, should be referred to Full Council for consideration and approval by Full Council/or at the Precept meeting - as per the Council's Standing Orders.

Meeting Procedure

The Committee will abide by the Council's agreed Standing Orders in relation to:

- The Chairman of the Committee will instigate the meetings in liaison with the Clerk over matters which need to be considered
- Members of the Committee will receive an agenda and papers for each meeting
- All other Councillors will receive the Committee agenda, papers would be available on request

Quorum and Membership

- The Committee is to consist the recommended numbers set by Full Council
- A quorum for meetings shall be three
- Membership of the Committee is confirmed at the Annual Meeting of the Council (in May)
- If a resignation from a Committee will affect its ability to function (ie, membership drops below its minimum) the matter will go to a Full Council meeting for an additional member to be appointed to that Committee

Skatepark Committee - Agenda Items

4. Update on current position of Grants brought into Euxton for this project
Veolia £50K
LEF £30K
CBC £30K

Update on the £25K grant application to Sport England and their response, this is at item 6 below.

5. Tender process

Following the last meeting, Cllr Thornhill offered his assistance to draw up tender documents and he was copied all the quotations and the supporting documents to prepare a draft.

When it is available it will be copied out.

The tender process needs to be shared with Veolia and LEF as part of their processes to see our processes.

The document needs really to be ready and actioned asap, to be able to consider the tenders in time to give decisions to capitalise on the summer months for building the skatepark, as if we miss the window we may not be able to carry forward all the grants for a whole more year.

6. Sport England Grant

A copy of the response has been copied out to committee members and as you can see it requests further information, as they do like the project.

Consider whether to progress the application and how.