EAST AYRSHIRE LEISURE TRUST BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON TUESDAY 19 AUGUST 2014 AT 1800 HOURS IN THE INGRAM ROOM, PALACE THEATRE, GREEN STREET, KILMARNOCK

PRESENT: Councillors Douglas Reid, Alan Brown and John McFadzean; and Independent Trustees Jean Brown, Robin Hume, June Minnery, Edward Rutherford and Elizabeth Young; and Alex McPhee, Executive Director of Finance and Corporate Support, East Ayrshire Council, ex officio Trustee.

ATTENDING: John Griffiths, Chief Executive; Adam Geary, Cultural and Countryside Manager; Jackie Biggart, Central Support Manager; Dianne McGregor, Marketing and Development Manager; and Chris Murphy, Interim Sport and Community Venues Manager; all East Ayrshire Leisure Trust; and Lorraine Russell, Senior Accountant and Gillian Hamilton, Democratic Services Officer, both East Ayrshire Council.

ALSO ATTENDING: Karen Jones, Scott Moncrieff.

APOLOGIES: Councillors Jim Buchanan and Neil McGhee; and Elizabeth Morton, Depute Chief Executive, East Ayrshire Council, ex officio Trustee.

CHAIR: Councillor Douglas Reid, Chair.

DECLARATIONS OF INTEREST

1. No Declarations of Interest were intimated.

PREVIOUS MINUTES

2. There were submitted and approved as a correct record, the Minutes of the Board meeting held on 1 July 2014 (circulated).

2.1 Matters Arising

(i) World Burns Federation - noted that the Federation would be re-locating into the Citizens Advice Bureau, 3 John Dickie Street, Kilmarnock;

(ii) Team Scotland/Commonwealth Games 2014 - noted the success of the Team Scotland Athletes pre-games training camp; and

(iii) Asset Rationalisation/Community Asset Transfer - noted that the Council has confirmed that Leisure Trust staff affected by asset rationalisation may be redeployed back to the Council up until March 2016.

MINUTE OF SUB-COMMITTEE MEETING HELD ON 6 AUGUST 2014

3. There were submitted and approved as a correct record, the Minutes of the Performance and Audit Sub-Committee held on 6 August 2014 (circulated).

3.1 Matters Arising

NDR Relief - noted that a small number of facilities were being evaluated for NDR Relief and an update would be provided as soon as further details are available.
ANNUAL REPORT AND ACCOUNTS 2013/14

4. There was submitted a report dated 1 August 2014 (circulated) by the Chief Executive which presented the Annual Report and Accounts for 2013/14 for approval.

It was agreed:-

(i) to consider and approve the Annual Report and Accounts for 2013/14 for submission to the Annual General Meeting;

(ii) that an early report be submitted to the Board of Trustees on accounting for Pension Requirements and how any liabilities could be reduced; and

(iii) otherwise, to note the contents of the report.

EAST AYRSHIRE LEISURE PERFORMS ANNUAL REPORT 2013/14

5. There was submitted a report (circulated) by the Chief Executive which provided Trustees with a summary of the highlights and issues arising from the Trust's Performance Report for July 2013 to March 2014, the first nine months of operation. Financial and operational performance has been generally satisfactory for this transitional period and service standards have been maintained.

It was agreed:-

(i) to note the explanations provided in respect of expenditure variances for governance costs (audit fees and irrecoverable VAT which had been realigned for the 2014/15 budget) and NDR relief (paragraph 3.1 above);

(ii) to approve the East Ayrshire Leisure Performs Annual Report for July 2013 to March 2014; and

(iii) otherwise, to note the contents of the report.

CHIEF EXECUTIVE'S REPORT

6. There was submitted and noted a report dated 12 August 2014 (circulated) by the Chief Executive which provided an update on key matters arising since the last Board meeting not covered by other agenda items.

It was agreed:-

(i) to note the cost of £38,000 to purchase a purpose built staff welfare facility for Annanhill Golf Course and to delegate authority to the Chief Executive to incur expenditure up to this level, subject to exploring any options to depart from the usual procurement process to reduce the cost on this occasion and in these circumstances, given that the long term future of the Course has still to be determined;

(ii) to approve expenditure up to £10,000 for new seats and appropriate storage racks for Cumnock Town Hall;

(iii) to approve additional expenditure of £10,000 on marketing, in accordance with the breakdown provided in the report. It was further agreed that a comparison of marketing expenditure and effectiveness with the Falkirk Community Trust should be provided in due course; and

(iv) otherwise, to note the contents of the report.

The meeting terminated at 1935 hours.