

## BALLYMONEY BOROUGH COUNCIL

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335.13	<b>Matters Arising Meeting No 334 – 21<sup>st</sup> August 2007.</b>	
	<b>13.1 Priest’s Well, Rasharkin : Assertion as a Public Right of Way (ref: 334.7)</b>	<i>Decision deferred to Council meeting.</i>

- 13.2 Lower Bann Partnership Company and the Lough Neagh & Lower Bann Advisory Committees – financial contributions (ref: 334.1.1)**
- Councillor Robinson appointed to Lower Bann Partnership Company in place of the Mayor.*
- Contribute £5,000 to each body for 2007-2008 from Council's reserves.*
- 13.3 Proposed Play Area at Derrykeighan (ref: 334.8)**
- Noted.*
- 13.4 Killyrammer Community Centre (ref: 334.9)**
- Identified work, making use of the 'open' tender procedure, be carried out.*

**BALLYMONEY BOROUGH COUNCIL**

Minutes of Leisure & Amenities Committee Meeting No 335 held in the Joey Dunlop Leisure Centre, Ballymoney on Tuesday, 18<sup>th</sup> September 2007 at 7.30pm.

**IN THE CHAIR:** F Campbell

**PRESENT****Aldermen**

H Connolly  
J Simpson  
C Cousley

**Councillors**

A Cavlan  
J Finlay  
D McKay (MLA)  
T McKeown  
A Patterson  
E Robinson  
I Stevenson

**APOLOGIES****Councillors**

M McCamphill  
R Wilson

**IN ATTENDANCE**

Director of Borough Services  
[Items 9-13]  
Director of Central & Leisure Services  
Items [1-8]  
Committee Clerk

**335.1 MINUTES** – Meeting No 334 held 21<sup>st</sup> August 2007.

It was proposed by Alderman Connolly, seconded by Councillor Stevenson and **AGREED:**

***to recommend that Council approve the Minutes of the Leisure and Amenities Committee No 334, 21<sup>st</sup> August 2007.***

The Chair intimated that he would deal with Amenities matters arising from meeting No 334 after the Director of Borough Services report.

## LEISURE

### 335.2 BALLYMONEY MUSEUM – APPLICATION TO HERITAGE LOTTERY

A verbal communication has been received from the Heritage Lottery Fund advising that the Council's Stage 11 application has been successful. The Director reported that a letter of offer confirming the 75% grant aid from Heritage Lottery Fund would be received within the next few days. She advised that the estimated project costs was £385,000 and the 75% grant amended to £288,500, leaving a Council cost of around £96,500.

It was proposed by Councillor Finlay, seconded by Alderman Connolly and **AGREED:**

***to recommend that Council progress the fit-out of Ballymoney Museum.***

### 335.3 MUSEUM PROJECT WORKING GROUP

A Museum Project Working Group was established at the conception of this project and worked on both the Stage 1 and Stage 11 applications.

**IT IS RECOMMENDED** that the Group be reappointed.

It was proposed by Councillor Finlay, seconded by Councillor Stevenson and **AGREED:**

***to recommend Council appoint the Chair, Vice-Chair and five other members, according to the political make-up of the Council, to the Museum Project Working Group.***

Nominations being received at the next Council meeting.

### 335.4 LEISURE PROJECTS WORKING GROUP

A meeting of the Leisure Projects Working Group was held on 11<sup>th</sup> September 2007 (circulated).

**IT IS RECOMMENDED** that the minutes and recommendations contained therein be adopted.

#### \* **Alderman Simpson arrived at 7.45pm.**

With regard to the Health Suite, the Director advised that a number of contract matters were still to be completed and that these would be done during the maintenance period. Councilor McKay expressed concern about the glass doors in the Health Suite as he had received two complaints that members had cut their feet. The Director advised that this matter was already referred to the Consultants for immediate attention. Councillor McKay sought clarification on the rates for the Health Suite. The Director advised that there was a 'pay and play' rate for the Fitness Suite, which included the Health Suite.

- \* **Councillor McKeown arrived at 8.10pm.**

### **335.5 JOEY DUNLOP LEISURE CENTRE FITNESS SUITE – PARTNERSHIP**

The Director advised members of the current partnership arrangement and reported on various options for members to consider.

After discussion, it was proposed by Alderman Connolly, seconded by Councillor Robinson and **AGREED**:

***that the options be considered by Leisure Projects Working Group at a meeting on Tuesday 25<sup>th</sup> September 2007 at 2.30pm at the Joey Dunlop Leisure Centre and a recommendation brought to Council.***

- \* **Councillor Patterson left the meeting at 8.50pm.**

### **335.6 GOOD RELATIONS GRANTS**

Annual Budget	£7,000
Grants awarded at September 2007	£6,275

The following applications for grants were considered

- I. Dunaghy Flute Band for assistance towards an Ulster Scots Display of Culture & Music.
- II. St. Josephs & Ballysally EMU Project for assistance towards the cost of delivering the project.

It was proposed by Councillor Stevenson, seconded by Alderman Cousley and **AGREED**:

***to recommend to Council to grant £300 each to:***

- (i) ***Dunaghy Flute Band for assistance towards an Ulster Scots Display of Culture & Music and***
- (ii) ***St. Josephs & Ballysally EMU Project for assistance towards the cost of delivering the project.***

### **335.7 COMMUNITY SUPPORT GRANTS**

Annual Budget	£3,000
Grants awarded at September 2007	£2,400

The following applications for grants were considered

- I. Loughgiel Arts Club for assistance towards venue costs for Art classes.

- II. Glebeside Youth Club for assistance towards youth events.
- III. Glebeside Community Association for assistance towards a Christmas shopping trip.
- IV. Glebeside Community Association for assistance towards a children's Christmas party.
- V. Carnary Senior Citizens Club for assistance towards a Christmas lunch
- VI. Ballymoney British Legion Women's Section for assistance towards an outing for ex-service personnel.

It was proposed by Alderman Connolly, seconded by Councillor Finlay and **AGREED:**

***to recommend that Council grant £100 each to:***

- (i) Loughgiel Arts Club for assistance towards venue costs for Art classes***
- (ii) Glebeside Youth Club for assistance towards youth events***
- (iii) Glebeside Community Association for assistance towards a Christmas shopping trip***
- (iv) Glebeside Community Association for assistance towards a children's Christmas party***
- (v) Carnary Senior Citizens Club for assistance towards a Christmas lunch***
- (vi) Ballymoney British Legion Women's Section for assistance towards an outing for ex-service personnel.***

### **335.8 ST MARY'S GAC RASHARKIN**

The Chair of the Development Committee for St Mary's GAC, Rasharkin has written to the Chief Executive requesting an opportunity to present to the council their development plans for the enhancement and expansion of their existing sports facilities with a view to enlisting financial support.

Members **AGREED** to invite the Chair of the Development Committee for St Mary's GAC, Rasharkin, to present at the November meeting of the Leisure and Amenities Committee.

- \* **Director of Central & Leisure Services left the meeting at 9.10pm.**
- \* **Councillor Stevenson left the meeting at 9.10pm**
- \* **Alderman Connolly left the meeting at 9.10pm.**

## AMENITIES

### 335.9 STRANOCUM WAR MEMORIAL

The question of undertaking repairs/improvements to Stranocum War Memorial was last discussed by Committee on 17<sup>th</sup> October 2006. The relevant minute LAC323 was reproduced and circulated. Application was made, as Council had agreed, to the War Memorials Trust supported by two quotations as it had required, the lowest quote for the work being £6,865 plus fees. The War Memorials Trust has advised that it would be willing to offer a grant of up to £1,500 towards the work. This means a project shortfall of at least £6,050 which because of the manner provision was made in the Council's budget for 2007-2008 would have to be made available from the Council's reserves. Should Council wish to avail of the grant offered by the War Memorials Trust a signed contract needs to be returned to the Trust by 13<sup>th</sup> October 2007.

Further research on the ownership of the war memorial was undertaken for the funding application. Ken Switzer of the Ulster War Memorials Association has confirmed that Stranocum War Memorial was taken into public ownership (Ballymoney Rural District Council) in Spring 1920. Council therefore has a legal duty of care regarding the ongoing maintenance of the memorial.

Given the Council's statutory duty **IT IS RECOMMENDED** that Council undertake the required work and to assist with the cost of the project enter into the contract sought by the War Memorials Trust in order to obtain the grant of £1,500 the Trust has proffered.

It was proposed by Councillor Finlay, seconded by Councillor Cavlan and **AGREED:**

***to recommend to Council that it undertake the required work at Stranocum War Memorial and avail of the grant offered by the War Memorials Trust.***

### 335.10 BALLYMONEY CEMETERY MEMORIALS

Applications have been received as undernoted for the erection of memorials in Ballymoney Cemetery.

#### **Section I3 No. 41**

Mrs. M Wade, 52 Chestnutt Grove Ballymoney  
All Polished Black Granite Headstone with Granite Base

#### **Section I3 No. 16**

Mrs. Stewart, 21 Hamilton Park, Ballymoney  
All Polished Black Granite Headstone with Granite Base

#### **Section I2 No. 153**

Mr. Joseph McClarty, 1 Hollybrook, Drumahiskey, Ballymoney  
All Polished S. A Grey Headstone with Base

**Section I1 No. 76**

Mrs. Chris Archibald, 17 Ballymena Road, Ballymoney  
All Polished Granite Headstone with Granite Base

**Section H3 No. 71**

Mr. William John Holmes, 9 Donaghbrook Avenue, Ballymoney  
All Polished Blue Pearl Granite Headstone and Base

**Section I3 No. 30**

Mr. John Elder, 23a Mullan Road, Ballymoney  
Granite Headstone and Base

**Section D No. 30**

R J Davison, 5 Lime Park, Balnamore, Ballymoney  
Black Granite Headstone and Surrounds

**Section I3 No. 40**

Mrs. Kathleen Craig, 22 Millview Park, Ballybogey, Ballymoney  
Black Granite Headstone and Base

**Section H2 No. 101**

Mrs. Sadie Beattie, 51 Cyprus Park, Cloughmills  
Grey Granite Headstone and Base

**IT IS RECOMMENDED** that Council grant permission to the above applicants to erect memorials in Ballymoney Cemetery, subject to usual requirements.

It was proposed by Councillor Finlay, seconded by Alderman Cousley and **AGREED:**

***to recommend to Council to grant permission to the above applicants to erect memorials in Ballymoney Cemetery, subject to usual requirements.***

**335.11 BUS SHELTERS**

**11.1 Requests for Additional Council Bus Shelters**

In the present financial year the budget set aside by Council would enable three further bus shelters to be provided. When this matter was last considered in 2006 priority was not given to a request for a shelter at Ballyknock. Since Committee last considered where bus shelters might be provided further requests have been received regarding provision at Balnamore, Bregagh Road, and Cupindale Corner. These suggested locations have been referred to Translink for comment.

This matter is brought to Committee in order that the above requests might be considered by Members.

The Director advised that since his report to Committee had been written, a further request had been received in respect of the provision by Council of a bus shelter at Moneyleck Road, Rasharkin. He then gave the information provided thus far by Ulsterbus, concerning the potential passenger numbers and made Members aware that as yet no specific sites had been identified for any of the locations. He stated that were Committee content, it would be appropriate to now try to identify specific sites at each potential location where Council might erect a bus shelter and that then Committee could give further consideration to the matter.

It was proposed by Councillor Finlay, seconded by Councillor Robinson and **AGREED**:

***to recommend to Council that further work be done in order to identify appropriate sites at Ballyknock, Balnamore, Bregagh Road, Cupindale Corner and Moneyleck Road, Rasharkin.***

\* **Councillor Cavlan left the meeting at 9.40pm.**

### **11.2 Ballybogey Bus Stops and Shelter**

Members are asked to note that in conjunction with DRD Roads Service, Ulsterbus has relocated its bus stops to the main road. The extant shelter is therefore obsolete and Council has been asked to remove it.

A request has been made to Clear Channel that two new shelters be erected at the new stops situated on Ballybogey Road, as at peak times there are approximately 20 school children at each stop.

## **335.12 SUB COMMITTEE MINUTES**

The Director reported on Minutes in respect of the following Amenities Sub Committees which had all met this month.

### **12.1 Minutes of Cloughmills Recreational Facility Sub Committee, Tuesday 4<sup>th</sup> September 2007 (Appendix 1)**

#### **Matters Arising**

**It was agreed** that the next meeting of the Cloughmills Recreational Facility Sub-Committee (comprising of Chair, Vice-Chair and Bann Valley Councillors) would be held on 8<sup>th</sup> October 2007 at 2.30pm at Riada House and that that this would include a discussion with the landowners on planning and other related issues.

\* **Councillor Stevenson rejoined the meeting at 9.50pm.**

A discussion ensued surrounding the first proposal recommended in the Minutes.

It was proposed by Councillor Finlay, seconded by Councillor McKay:

***to recommend to Committee that Council now seek planning approval for the redevelopment of the present play area.***

Councillor Finlay requested a recorded vote.

<b>For 8</b>	<b>Against 0</b>
F Campbell	
J Simpson	
C Cousley	
J Finlay	
D McKay	
T McKeown	
E Robinson	
I Stevenson	

The Motion was unanimous with all eight members voting for the motion which was carried.

The Chair then put the second proposal within the Sub-Committee Minutes to the vote as reproduced below:

***to recommend to Committee the scheme, amended as suggested by the Director, presented to Committee at its June meeting.***

<b>For 7</b>	<b>Against 0</b>	<b>Abstain 1</b>
F Campbell		E Robinson
J Simpson		
C Cousley		
J Finlay		
D McKay		
T McKeown		
I Stevenson		

Seven members voted for the motion while one abstained, the Motion was therefore carried.

**12.2 Minutes of Connect 2 Publicity Steering Group, Wednesday 5<sup>th</sup> September 2007 (Appendix 2)**

**Accepted.**

**12.3 Minutes of Multi use Arena/Megaw Park Sub Committee – Friday 7<sup>th</sup> September 2007 (Appendix 3)**

**Accepted.**

**335.13 MATTERS ARISING MEETING NO 334 HELD 21<sup>ST</sup> AUGUST 2007****13.1 Priest's Well Rasharkin: Assertion As A Public Right Of Way (Ref: 334.7)**

It was proposed by Councillor McKay that Council assert the Priest's Well path as a Public Right of Way.

Alderman Simpson advised that he had not as yet had the opportunity to visit the site, since receiving the location map provided by the Director on 3<sup>rd</sup> September.

The Director again advised Members that it was the case that the landowners, after taking legal advice, had advised on 2<sup>nd</sup> July 2007 that they agreed that the access to the 'Priest's Well', Rasharkin, constituted a public right of way (PROW) and that they were content that Council undertake its statutory duty and assert the laneway as a PROW. The Access to the Countryside (NI) Order 1983 Part II, section 3 (1) states "a district council shall assert, protect and keep open and free from obstruction or encroachment any public right of way".

It was proposed by Councillor Finlay, seconded by Alderman Simpson and **AGREED:**

***to recommend to Council to defer any decision until the next Council meeting.***

**13.2 Lower Bann Partnership Company and Lough Neagh & Lower Bann Advisory Committees (Financial Contribution, Ref: 334.1.1)**

The Mayor intimated that he wished to stand down from the Lower Bann Partnership due to the pressure of his other commitments.

It was proposed by Councillor Finlay, seconded by Councillor Stevenson and **AGREED:**

***to recommend to Council that Councillor Robinson represent it on the Lower Bann Partnership Company.***

The Chair advised that it was necessary to augment the motion agreed at the Council meeting held on 3<sup>rd</sup> September in order to ensure clarity for audit purposes. The Director advised that the contribution each organization sought in the current financial year was £5,000 and that as no provision had been made in this year's budget the money would have to come from the Council's reserves.

It was proposed by Councillor Finlay, seconded by Councillor Stevenson and **AGREED:**

***that the Council make a financial contribution of £5,000 each to both the Lower Bann Partnership Company and the Lough Neagh & Lower Bann Advisory Committees for 2007-2008 and that the contributions be made from the Council's revenue reserves.***

### **13.3 Proposed Play Area at Derrykeighan (Ref: 334.8)**

The Director gave further advice concerning the proposal. He intimated that it was necessary to establish a need and that this might be done by way of a survey and then to consider whether the need identified was more pressing than other similar needs. He advised that it was necessary to consider carefully the precedent which would be set were Council minded to provide a facility on land it did not own or control and set out a number of difficulties which were inherent in such a proposition. He stated that the project would be more straightforward were the land on which the proposed play area was to be provided to be under Council control and that this could be attained by means of a lease.

Councillor Robinson advised Committee that the Chair, Alderman Connolly and herself intend to make contact with the Community Association at Derrykeighan in due course to extract further information.

\* **Councillor McKeown left the meeting at 11.00pm.**

\* **Councillor McKay left the meeting at 11.00pm.**

### **13.4 Killyrammer Community Centre (Ref: 334.9)**

The Director indicated that since the last meeting he had researched the matter further to discover that at the Leisure & Amenities Committee meeting held on 22<sup>nd</sup> June 2006 Committee had agreed "to further recommend that the Council's Consultants, R. Robinson & Sons draw up a Scheme of works at an estimated cost of £40,000" and that this recommendation had been adopted by Council at its meeting on 3<sup>rd</sup> July 2006. He outlined the nature of the work proposed be carried out to the Council's property which had been identified at a meeting held in the summer which was estimated to cost that amount and stated that this would form the basis of the brief to the Council's consultants. He reminded Members that at the Council meeting on 3<sup>rd</sup> September the amount of the Council's contribution to the upgrade of its property had been clarified and so all the necessary elements were now in place to progress the matter in accordance with the Council's normal procedures. In response to a question from the Mayor, the Director indicated that in order to expedite the improvements sought Council

could use the 'open' rather than the 'select list' tender procedure.

It was proposed by Councillor Robinson, seconded by Councillor Stevenson and **AGREED:**

***to recommend to Council that it carry out the identified work to its property at Killyrammer Community Centre, making use of the 'open' tender procedure.***

**This being all the business the meeting closed at 11.20pm.**

Appendices:

Cloughmills Recreational Facility Sub-Committee Meeting	(Appendix 1)
Connect2 Publicity Steering Group Meeting	(Appendix 2)
Multi Use Arena/Megaw Park Amenities Sub Committee Meeting	(Appendix 3)

# APPENDIX 1

**Cloughmills Recreational Facility Sub-Committee  
Meeting No. 1  
Held on Tuesday 4<sup>th</sup> September 2007 at 2.00pm in Riada House**

Present: Alderman Frank Campbell (Chair)  
Councillor John Finlay  
Councillor Malachy McCamphill  
Councillor Audrey Patterson

In Attendance: Director of Borough Services

The Sub-Committee scrutinised the proposals which the Director had presented to Members at the June Meeting of the Leisure & Amenities Committee (Minute LAC332.16) (19.06.2007). The Director responded to Member questions and advised that he believed that it was necessary to amend the present plans to increase storage provision. He undertook to provide a copy of the building layout to the Mayor, and the Director was tasked with discussing the project with representatives of the Cloughmills Action Team. **It was agreed** that the Sub-Committee meet early in October with the landowners to discuss planning and other related issues.

The Director gave an update on the Council's planning application in respect of the Old Mill site, indicating that the Rivers Agency had concerns that the proposed development was within a flood plane.

Correspondence from Cloughmills Community Playgroup emphasising the inadequacy of the Council's Play Area behind the Orange Hall was considered. Members noted that it was the intention to incorporate a new play area as an important element of the proposed new facility. **It was agreed** that the Director so advise the Playgroup leader.

It was proposed by The Mayor, seconded by Councillor McCamphill and **AGREED**:

to recommend to Committee that Council now seek planning approval for the redevelopment of the present play area.

It was also proposed by The Mayor, seconded by Councillor McCamphill and **AGREED**:

to recommend to Committee the scheme, amended as suggested by the Director, presented to Committee at its June meeting.

This being all the business the meeting closed at 3.30pm.

# **APPENDIX 2**

**Minutes of the 2<sup>nd</sup> Meeting of the Connect2 Publicity Steering Group****Wednesday 5<sup>th</sup> September 2007**

Attendees: -

John Michael (chair)  
Sonya Crawford  
Liz Johnston  
Iain McAfee  
Hilary McNeill

Councillor Malachy McCamphill  
Councillor Evelyne Robinson  
Alderman James Simpson

1. **Apologies:** - Joanne McLaughlin, Nick Moffet
2. **Previous Minutes:** - Cllr. E. Robinson queried part 2 of the previous minutes regarding the position of the project if Sustrans did not win in December. Mr Michael pointed out that the new railway bridge (subject to final costs) relied on Sustrans winning the TV vote, but that the other elements of the project would be expected to proceed. Liz Johnston outlined that there would also be Environmental Improvement funding coming on-stream to complement works in the vicinity including improvements to the station forecourt and talks with Translink re. better bus links. Mr Michael confirmed that at the Council meeting on 3 September 2007 members agreed to set aside £6,000 towards Connect2 publicity.
3. **Matters Arising:** - Sonya Crawford outlined the marketing update including introducing the in-house flyer, the Sustrans "sign-up" sheets, additions to the Sustrans website and T-shirts. Members discussed dissemination of the flyers and useful databases to source. To explore T-shirts and other graphics for later use. Cllr. J. Simpson outlined there was no return address on the sign-up forms.
4. **Update – Publicity Road Map:** - John Michael and Sonya Crawford updated members on the 13 items comprising the future publicity planning. Members spent some time discussing the need to bring the youth on board and how this might be done including the use of competitions, involvement in Democracy Day, use of youth websites, etc. Liz Johnston suggested strap-line of "Connect2Win."
5. **Actions by end October 2007:** -

**Key Points Arising:** -

1. Press release for local papers, front page or front relevant section 12.9.07
2. Text for Ballymoney Bulletin by 14.9.07. Possibility of TV date on front cover sheet.
3. In-house flyer – to be amended/updated and forwarded to all databases remaining i.e. Housing Executive, doctors, dentists, libraries, churches, youth organisations, community groups, sports orgs, Community Relations database.
4. Enquire about availability of T-shirts/flags etc. Sustrans
5. Sign-up form – add return address/contact. Disseminate all events.
6. Explore T-shirt or other graphic illustration for events.

7. End September- follow up schools letter
8. Improve web-site – mid September
9. Give thought to engaging kids – possible competition
10. Follow-up stationary/email strap-line – “Connect2win”
11. Link in with Castlecroft market days
12. Banners –approx2- key positions between Oct and Christmas start-then move to other positions
13. Advertising side of Council vans
14. Xmas light switch on – Mayor to count down days to TV vote
15. Provide town shopkeepers with material re. Promotion in Xmas run-up
16. Set up Bebo website? Check with Sustrans.
17. Video/photo opportunity highlighting railway as barrier – hand-to-hand line of people along route – shoot from shirt factory wall or micro light
18. Follow up possible artists impression/s of new bridge.
19. Connect2 day event Thur 27 Sept – Arrange photo call with mayor and arrange walking event
20. Discuss inclusion in Democracy Day for next meeting 17.10.07

**6. AOB: - No AOB**

**7. Date and time of next meeting: -**

**2pm on 17<sup>th</sup> October 2007 (Democracy Day), interaction with the invited schools from 4pm. Venue to be confirmed.**

# **APPENDIX 3**

**Multi Use Arena/Megaw Park Amenities Sub-Committee  
Meeting No. 1  
Held on Friday 7<sup>th</sup> September 2007 at 10.30am in Riada House**

Present: Alderman Frank Campbell (Chair)  
Alderman Cecil Cousley  
Alderman Harry Connolly  
Councillor John Finlay  
Councillor Audrey Patterson

In Attendance: Director of Borough Services

The Director of Borough Services gave a resume of this business to date making reference to Minute LAC332.15 (19<sup>th</sup> June 2007), applications from Glebeside Community Association in respect of the provision on Council land at Alexandra Avenue, Ballymoney of a multi-use games arena, the 2005 Megaw Park Upgrade Scheme and the 2007 Megaw Park Upgrade Scheme. He advised that the Council bid for Peace 3 Shared Spaces Funding for the current proposed Megaw Park Upgrade Scheme made in May 2007 had unfortunately been unsuccessful.

Members commented on the various proposals before the Sub committee and the Director responded, in so far as he was able, to Members questions and suggestions.

The Director drew the Sub-Committee's attention to a request from McAlister Holdings Limited seeking a pedestrian link from that company's proposed housing development off Market Street into Megaw Park and outlined matters discussed at exploratory meetings between company representatives and council officials. **It was agreed** that the Director issue a holding response meantime.

**It was further agreed** that the Director obtain additional information and that the Sub Committee would again meet on Friday, 12<sup>th</sup> October at 2.30pm in Riada House.

This being all the business the meeting closed at 11.30am.