



Proposal for:

Portlethen Tennis Club

Document Title:

Bouree Pavilion Refurbishment & Management Proposal

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SUMMARY

Aberdeenshire Council has offered to lease Bourtree Pavilion in its entirety to Portlethen Tennis Club (PTC) and Portlethen and District Bowling Club (PDBC) providing they can come to an agreement about how to share the facility.

Meetings have been held between sub committees of the two clubs, in 2002, 2005 and 2006, to discuss the matter. These meetings focussed upon the relationship between the two clubs and their individual needs.

PDBC has undertaken some work since then on the practicalities of incorporating the requirements of both clubs in what is a rather small and dilapidated building.

It was evident that some compromise would be required by both clubs and that the cost of the work required would be far from trivial.

This document:

- outlines a plan for the refurbishment, adaptation and expansion work
- provides a cost estimate
- includes two proposals for progressing the matter
- invites PTC to comment on these proposals

The PDBC sub committee shall be pleased to:

- meet with the PTC committee to discuss this matter further
- make a slide show presentation¹ of this proposal to PTC members in the pavilion at an agreed time and date.

PDBC committee is keen to finalise an agreement with PTC before the end of August.

PTC have expressed a wish for a Front Terrace/Stoop onto the Courts but it has not been addressed herein as we have not fully understood your requirement and so would appreciate your clarification.

¹ This was found to be a very successful way of communicating the facts to PDBC members and so, should it be agreed that a presentation is to be made to PTC members, PDBC would like to invite any of it's members that missed the PDBC presentation too.

1 BACKGROUND

Bourtree Pavilion was built by the then Kincardine and Deeside District Council to serve a six rink lawn bowling green, two tarmac surfaced tennis courts and three football pitches which were completed in 1986. Around this time, Portlethen was expanding rapidly and several hundred new houses were built. With subsequent reorganisation of local government in Scotland, Kincardineshire became part of Aberdeenshire and Aberdeenshire Council are now the lessors of the Pavilion. Portlethen is now undergoing further expansion with around eight hundred new houses to be built from 2007 to 2010.

Half of the pavilion was leased to the newly formed PDBC as a club house, together with the bowling green for a nominal rent. This lease is due for renewal shortly. The other half, which consists of three football changing rooms, became largely redundant when the New Academy was built. However, the referees changing room is still being used by PTC and the other two by Sunday league football clubs. Aberdeenshire Council have stated that it is their intention that the football clubs should use the new purpose built facilities in Portlethen Academy when the issue of Sunday access has been resolved and have offered the entire building to PDBC and PTC; but, preferably, subject to the following conditions:

- PTC and PDBC agree as to how they will share the building
- PTC and PDBC nominate a single body that will lease the tennis courts, the bowling green and the pavilion as a single entity thus reducing the council's administration costs
- The cost of the new lease will be dependant upon the terms agreed. The council intends to make neither profit nor loss from this and so the more the responsibility shouldered by the clubs for maintenance and such like, the less the cost of the lease will be¹
- Public access to the green and the courts will not be restricted any more than at present.

PTC and PDBC have had two meetings to discuss this matter and agreed the following:

- A merger of the two clubs is not desirable and they should continue to operate independently, sharing only the pavilion and each taking care of their own courts or green
- Perimeter fencing to make the area more secure is essential (see Figure 1 and Figure 2).

PTC proposed the creation of a third organisation, Portlethen Pavilion, that would be jointly owned by both clubs and which would manage the pavilion. A constitution for this organisation has been drafted by Martin Walsh of PTC and presented to PDBC for consideration together with a list of the facilities required by the PTC. These are appended to this document in Pavilion constitution and PTC requirements.

¹ Unofficial estimates range from £300 to £600 per annum for the courts, the green and the pavilion if leased on a full maintenance basis with the council incurring no cost subsequent to the granting of the lease.

Whilst considering these requirements and reconciling them with their own, it became apparent to the PDBC committee that the practical considerations and cost implications would need a lot more investigation than had been undertaken by either club at the time. In particular:

- Virtually no maintenance has been carried out on the building since it was opened and it is in a poor state of repair (see Figure 3 and Figure 4)
- The layout of the building, with dispersed entrances to four separate apartments, is not practical for the needs of the two clubs and some alteration will be needed
- Funding, in particular lottery funding, for the repairs and alterations will be difficult to obtain and the clubs must expect to either expend their own funds or borrow money to cover most of the cost of this work
- The pavilion in total is quite small and compromise by both clubs would be needed.

Various schemes were considered, and the one considered as being the best fit with the requirements of the two clubs without excessive costs has been developed in some detail. This is described in section 2.

The cost estimates and financing are discussed in section 3.

Membership of PTC is around one third of that of PDBC, and PDBC is willing to fund around three quarters or all of the cost of this work according to the terms agreed with PTC. Two options are proposed in section 4. The first is based upon the PTC Pavilion proposal, it simply adds financial details, and the second, called the Associate Member proposal, is an alternative concept that will involve PTC in no capital expenditure or running costs.

In this proposal, heavy reliance has been placed upon volunteer effort in order to minimise costs and it is recognised that individuals generally volunteer for the good of their own club. Therefore, voluntary effort by either should be matched, pro rata, in the same way as any financial contribution is.

PTC is invited to consider and comment on both of these. PDBC hope that agreement on the detail of one of these can be reached before the end of August so that work may proceed on negotiations with Aberdeenshire Council, seeking funding and detailing the building works in good time to allow the bulk of the work to be completed during the winter of 2007/2008 when the bowling season is closed.

2 PLAN

2.1 External works

In addition to the refurbishment work needed to repair the guttering, to paint the soffits, etc. the following new works are also proposed. These are listed in order of priority for the allocation of funds.

2.1.1 Fencing

This is required to provide a secure and safe perimeter, to deter vandals and prevent the environs of the pavilion being used by underage drinkers.

- Install new fencing where shown in Figure 5
- Repair the fencing around the tennis courts
- Remove the existing fencing between the bowling green and the Academy and between the bowling green and the tennis courts
- Install new fencing at the front of the pavilion together with a lockable gate. The lock shall be either a programmable combination lock or every club member shall be provided with a key.

2.1.2 Equipment storage

Allocate 2.0 m x 2.4 m of storage space in the green keeper's container to the tennis club for the storage of the white lining machine, etc. (required for PTC only)

2.1.3 Security lighting

This is required to deter vandals and make entry and egress safer during hours of darkness.

- High intensity PIR operated lights that will operate when intruders are detected
- Low intensity lighting to the new entrance door and the new gateway that is permanently lit during the hours of darkness; to both deter intruders and to facilitate entry and egress.

2.1.4 Entry and exit ramps

- Refurbish the entry ramp to the referee's room, and extend or rail the top level.
- Construct a new wheel chair ramp from the pavilion to the bowling green (required for PDBC only)

2.1.5 Bicycle rack

Install a bicycle rack within the secure perimeter for the use of both junior members who cannot drive and adult members who do not wish to.

2.1.6 Landscaping

- Install a new slab path around the North end of the pavilion

- Install a new slab path from the Wheel chair ramp to the green ramps (required for PDBC only)
- Plant trees and or hedging as required to provide wind screens, improve the visual impact and to minimise the lawn areas out with the bowling green that requires maintenance (mowing). In particular, the ground enclosed by the new fencing and around the containers.

2.1.7 Gazebo

- Refurbish the steps that lead towards the Academy to improve the visual impact¹
- Install a gazebo/bandstand/pavilion/decking at the top of these steps to provide a viewing platform for observing the courts and the green and possibly also to contain an outdoor quality table tennis table (this is a long term option and is not included in the costing presented in the following section). It is noted that the PTC indicated a desire to have provision for a table tennis table but it was not possible to accommodate one in the present pavilion along with all the other requirements; but also see section 2.5 below.

2.2 Internal works

The existing layout is shown in Figure 6. It is proposed to alter this to that shown in Figure 16 in progressive stages as shown in Figure 7 through Figure 15.

2.3 Internal works, Phase I

This work will proceed as soon as the season closes as it will be contained entirely within the portion of the pavilion currently leased to PDBC. See Figure 7.

2.4 Internal works, Phase II

See Figure 8.

2.4.1 Building work

It can be seen from these drawings that the building work required is minimal. Some internal walls are to be removed but only seven metres or so of new block or stud walling is required. The new external door and windows are all located in and of the same width as the current window openings to minimise the structural issues. The new doorway from the hall to the changing rooms will compromise the RSJ supports for the very large water tank in the loft above but it is proposed to isolate this tank (showers for twenty three at once are no longer required) and use only the smaller tank in the bowling club end. It provides a barely significant load once emptied and isolated.

No new drains are required but some existing ones will require isolation.

¹ This being a less expensive option than removing them.

Some plumbing work will be required. Both hot water tanks are to be removed and the smaller one is to be relocated. Reconnection of the hot water tank and the entire football end to the bowling end water tanks will be required.

The existing distribution board in the referees room remains untouched and, apart from connections to the new external lighting, the only electrical work will consist of relocating some light fittings and switches.

No new extractor fans will be required.

2.4.2 Layout

With due regard to the building regulation requirements concerning fire escape and toilet facilities; this will provide:

- A single centrally located entrance plus one exit (apart from fire exits) on the opposite side to the green which will facilitate closing up the building by the last member to leave each day.
- A large vestibule to accommodate the flow of traffic. This will contain provision for trophy cabinets, notice boards, message/mail/pigeon hole board and an open plan office. The office although small will be large enough to contain at least one desk and two filing cabinets for use by both clubs.
- A passage will lead from this hallway to the changing rooms, one male and one female, and to the two unisex showers. The locker rooms will be large enough to contain lockers for 105 male and 90 female members; and these lockers will be large enough to contain most bowling bags and tennis racquets and each will be fitted with provision for a padlock or include a built in lock. See Figure 17 for an example of such lockers. There is insufficient room to include two male and two female showers and even installing one shower in each changing room increases the amount of space utilised for passageways to the detriment of all else. Therefore, this proposal allows for two unisex showers that may be used by anyone. A third, combined shower and toilet (see Figure 14) may be possible. This arrangement actually makes more showers available if all male or all female teams have been playing.
- The existing entrances to the team changing rooms will be converted to fire exits fitted with break glass panic bars.
- A new entrance will be constructed between this hallway and what is currently the bowling club end. The current entrance to the bowling club will also be converted to a fire exit. This will reduce the through traffic in the club room and all lockers will be removed from there too thus it will no longer be an all purpose room but a dedicated lounge. Internal works, phase II

2.5 Internal Works, Phase III

This is shown in Figure 9.

- Three of the four windows facing onto the tennis courts will be replaced with deeper windows to allow viewing of the tennis from within the club room.
- The wall between the two halves of the pavilion will be removed over the width of the passageway.

2.6 Internal Works, Phase IV

This is shown in Figure 10. Trophy cabinets and notice boards will be installed in the vestibule for both clubs. Fling cabinets and a desk will be installed in the office and a mail board/ pigeon hole system will be installed.

2.7 Internal Works, Phase V

This is shown in Figure 11. Up to 90 female and 105 male lockers plus a coat rack for visitors and bench seating will be installed in the locker rooms.

2.8 Internal Works, Phase VI

This is shown in Figure 12. The existing gent's toilet in the bowling end would be removed and a new floor screed applied. The kitchen would be extended and the new veranda base, complete with wheelchair ramps would be laid.

2.9 Extension, Phase VII

This is shown in Figure 13.

- The veranda will be enclosed and the club room will be extended into the space. To minimise the work involved there will be a drop in floor level into the new extension. The existing glass wall would be removed and replaced in part by moveable screen walls between the ceiling and the top of the bench seating. This will create a separate space that can be used as a committee room by both clubs when required and by junior members at other times during the day. The screens would be opened when not required to provide privacy for committees and so this will extend the function capacity too.
- A new, low cost, veranda roof for viewing the bowling will be created at the other end of the pavilion utilising standard car port components. This is required to compensate for the loss of the existing veranda.

2.10 Extension, Phase VIII

Bench seating will be required in order to make effective use of the narrow space but the number of tables that could be included will be minimal. See Figure 14.

2.11 Internal Works, Phase IX

This is shown in Figure 15. The gent's toilet provision allowed in this plan up to this point is the absolute bare minimum and it may be necessary to add an additional stall when the extension has been completed.

2.12 Furniture, Fixtures and Fittings

Blinds, curtains, carpets, lockers, chairs, tables, storage containers, kitchen equipment, crockery, cutlery and glassware will be required in the new pavilion. PDBC has most of this equipment already and proposes that it be used by the Pavilion organisation, if that option is chosen. It is not inconsiderable in worth and would be valued and treated as part of the PDBC contribution.

3 FINANCES

3.1 Cost

The total cost of these works will depend upon the amount of volunteer effort and the standard of work desired. Therefore, there is a very large range to the estimates shown in Table 1 below.

Table 1 Cost estimates

phase	Minimum	Maximum
External works ¹	£ 6,000	£11,000
Internal works, phase I	£ 1,400	£ 1,600
Internal works, phase II	£17,000	£44,000
Internal works, phase III	£ 1,800	£ 2,600
Internal works, phase IV	£ 400	£ 1,600
Internal works, phase V	£ 7,300	£ 8,500
Internal works, phase VI	£ 5,300	£ 8,100
Extension, phase VII	£ 9,300	£12,400
Extension, phase VIII	£ 600	£ 1,000
Internal works, phase IX	£ 900	£ 1,600
Furniture, fixtures and fittings ²	£ 8,200	£13,800
Total	£58,200	£106,000

3.2 Grants

Although there is a lot of funding available for sports equipment there is, in 2007, very little for building work. The two most promising sources of funding have been determined to be the Big Lottery Fund and a Capital Grant from Aberdeenshire Council. Formal applications will be made, concurrent with the negotiations with Aberdeenshire Council when agreement has been reached between PDBC and PTC. For the present it is assumed that 30 % of the total can be covered by the Big Lottery Fund and that a £15,000 capital grant will be obtained from Aberdeenshire Council. Based on these figures the total cost would be between £25,740 and £59,340. Based on a membership ratio of 1:3 for PTC:PDBC, the cost to PTC would be between £6,435 and £14,835 if all of this funding was obtainable and between £14,550 and £26,550 if no funding was obtained. Based on thirty five members in PTC this equates to between £183 and £423 per head with the funding and between £415 and £758 per head without any funding.

¹ This does not include for floodlighting of the bowling green, the cost of which will not be part of any agreement between PDBC and PTC.

² Estimated value of existing currently owned by PDBC of £5,500 to £7,200 plus new purchases.

4 OWNERSHIP, INVESTMENT AND MANAGEMENT

4.1 Pavilion proposal

This is based upon the constitution given in the appendix with the following addenda. These are required as many members give of their time to benefit their club and their sport; and it is to ensure that their efforts and contribution reward their club and their sport with neither club benefiting unfairly from the other. In all instances it is assumed that contributions in time and money and gains in money should be based on the ratio of the membership of the respective clubs.

4.1.1 Financial

Both clubs contribute to the cost of the work outlined in section 3.1 above (or as otherwise agreed) and in proportion to their membership numbers. Where members of one club contribute their time the value of their effort is taken into consideration and unless matched by the other club (again, pro rata) the financial contributions are adjusted accordingly.

Financial contributions are adjusted to take account of all building materials, furniture, fixtures and fittings (including storage buildings but not sports equipment or green and court maintenance equipment) contributed by each individual club or its members.

Profit or loss by the Pavilion organisation is also shared in proportion to membership numbers but all contribution of members time in running the pavilion (other than committee work) be taken into account and any profit be adjusted accordingly.

The amount of profit to be retained by the Pavilion organisation is to be agreed annually.

4.1.2 Occupation

It is not foreseen that there need be any restriction on the use of the changing rooms or the hallway. However, an outline programme is to be agreed for the occupation of the office and the club room. The extension, phase III will resolve many of these issues but conflicting usage of the club room may occur when there are committee meetings, bowling club friendly match teas (and tennis club equivalent, if any?), and social events.

It is proposed here that either club may 'hire' or 'borrow' the club room for hosting major events such as AGMs, social functions, etc. that it has organised for an agreed number of times per year. On such occasions members of the other club may not use or seek entry to the club room end of the pavilion; including the kitchen and toilets in that end of the building. Any profits from such events, including ticket sales, raffles, etc. are to be made over to the club hosting the event and not shared within the Pavilion organisation.

4.2 Associate Member Proposal

This option requires no third organisation and in recognising the fact that the bowling club will always have a much larger membership than will the tennis club¹ is based upon the premise of PDBC running the pavilion with all members of PTC becoming associate members of PDBC. The agreement would run for the same duration as the lease.

4.2.1 Club Responsibilities

PDBC would lease the pavilion, the green and the courts from Aberdeenshire Council. It would sublet the courts to PTC at cost (estimated at £100 per annum). PTC would be responsible for the courts including the floodlighting, and the fencing, gates and walls immediately around the courts. This would include the maintenance and insurance and electricity bill (or coin operated meter) of these. PDBC would also allow PTC not less than 2.0 m x 2.4 m of storage space in the green keeper's container for the storage of their equipment.

The pavilion and the rest of the grounds would be the responsibility of the PDBC.

PTC would be responsible for insuring all of their own equipment, trophies and club property stored in or about the pavilion.

Individual associate members would be responsible for their own property as are full members.

4.2.2 Associate Membership, Individual members

All members of PTC would automatically be entitled to become associate members of PDBC. This would allow them the same access and usage rights to the pavilion, and the same responsibilities as the full members but no voting rights.

4.2.2.1 Rights

- Each PTC member would be entitled to a key or code for the new front gate and the new pavilion door and a locker
- Access to the locker room end of the pavilion and the showers would be largely unrestricted
- Access to the club room end would be limited at certain times all members, both full and associate. This will occur when either club is holding a meeting or there is a social function in progress to which they have not been invited.
- Associate members would be entitled to hire the club room for their own personal functions on the same terms as full members
- Associate members would be entitled to bring guests to the club

¹ There are six rinks on the green and each can hold as many players (eight) as both of the courts together.

- Associate members would be entitled to tickets and or invitations to open social events on the same basis as full members.
- Any individual who joins both clubs during the same year would have his or her full membership fee reduced by an amount equal to the associate membership fee for that year.

4.2.2.2 Responsibilities and Discipline

- Individual members will be required to conform to acceptable standards of behaviour and sportsmanship in and around the premises. In particular, this refers to; rude, lewd or offensive behaviour; failing to pay debts; vandalism, wanton damage and littering; failing to take reasonable care for the safety of others
- No action will be taken against any associate member without a hearing at which they may make representations or without consultation with the PTC committee. However, the PDBC committee's decision on disciplinary matters will be final
- Individuals may be barred from the club room end only or from the pavilion in entirety as appropriate to the circumstances. Individuals may also be prevented from having keys or the key code to the premises.

4.2.3 PTC as an associate

- For expediency, associate member fees will be paid en mass by PTC to PDBC annually by an agreed date (March?) together with a list of member's names and contact details. The fee is expected to be £8 to £10 per member per annum for the first year, depending upon the finalised cost of keys, etc. Thereafter, it would rise in proportion to any increase in the full membership fee (currently £62 per annum)
- PTC committee will commit to assisting PDBC committee in ensuring that behaviour of their members is appropriate at all times.
- PTC committee will commit to cooperating with PDBC committee over the safe storage, use, dispersal and disposal of any chemicals used on or about the tennis courts.

4.2.4 PDBC commitment

PDBC would commit to:

- Proceeding with refurbishment and expansion plans as shown herein, or as subsequently revised, with as much expediency as practical
- Providing storage space for the tennis court maintenance equipment
- Providing and maintaining not less than one shower cubicle for each sex

- Treating all members equally with regard to allocation of lockers, opportunities to use the club room for private functions and such like
- Ensuring equal prominence between PDBC and PTC in any signage at the gateway or the main door
- Allocate space in the vestibule for PTC notice board and trophy display
- Allocate space for or share a mail board/pigeon hole system
- Allow PTC usage of the office at agreed times
- Provide a filing cabinet in the office for the PTC's exclusive use
- Allow PTC use of all or part of the club room at agreed times for committee meetings, AGM's, EGM's, prize giving's, and wholly PTC functions.

PDBC may extend associate membership to other sporting organisations within the district on a similar basis.

FIGURES

- Figure 1 vandalism and discarded beer cans at the team rooms entrance
- Figure 2 discarded spirits bottles, beer cans and fast food wrappers
- Figure 3 decaying exterior and vandalism
- Figure 4 decaying exterior
- Figure 5 external improvements
- Figure 6 plan of pavilion as it is now
- Figure 7 phase I
- Figure 8 phase II
- Figure 9 phase III
- Figure 10 phase IV
- Figure 11 phase V
- Figure 12 phase VI
- Figure 13 phase VII
- Figure 14 phase VIII
- Figure 15 phase IX
- Figure 16 final layout
- Figure 17 lockers



Figure 1 vandalism and discarded beer cans at the team rooms entrance



Figure 2 discarded spirits bottles, beer cans and fast food wrappers



Figure 3

decaying exterior and vandalism



Figure 4

decaying exterior

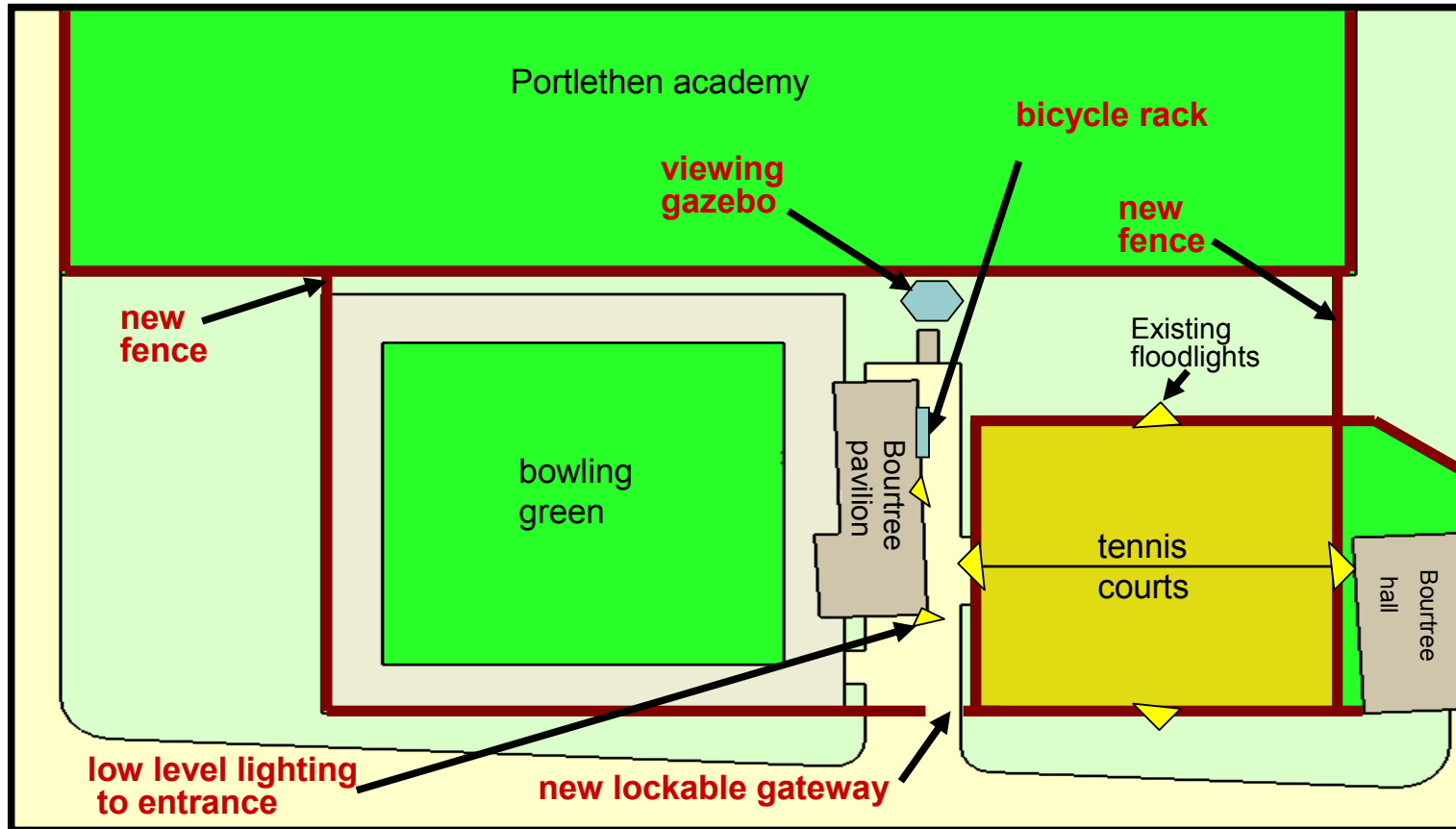


Figure 5

external improvements

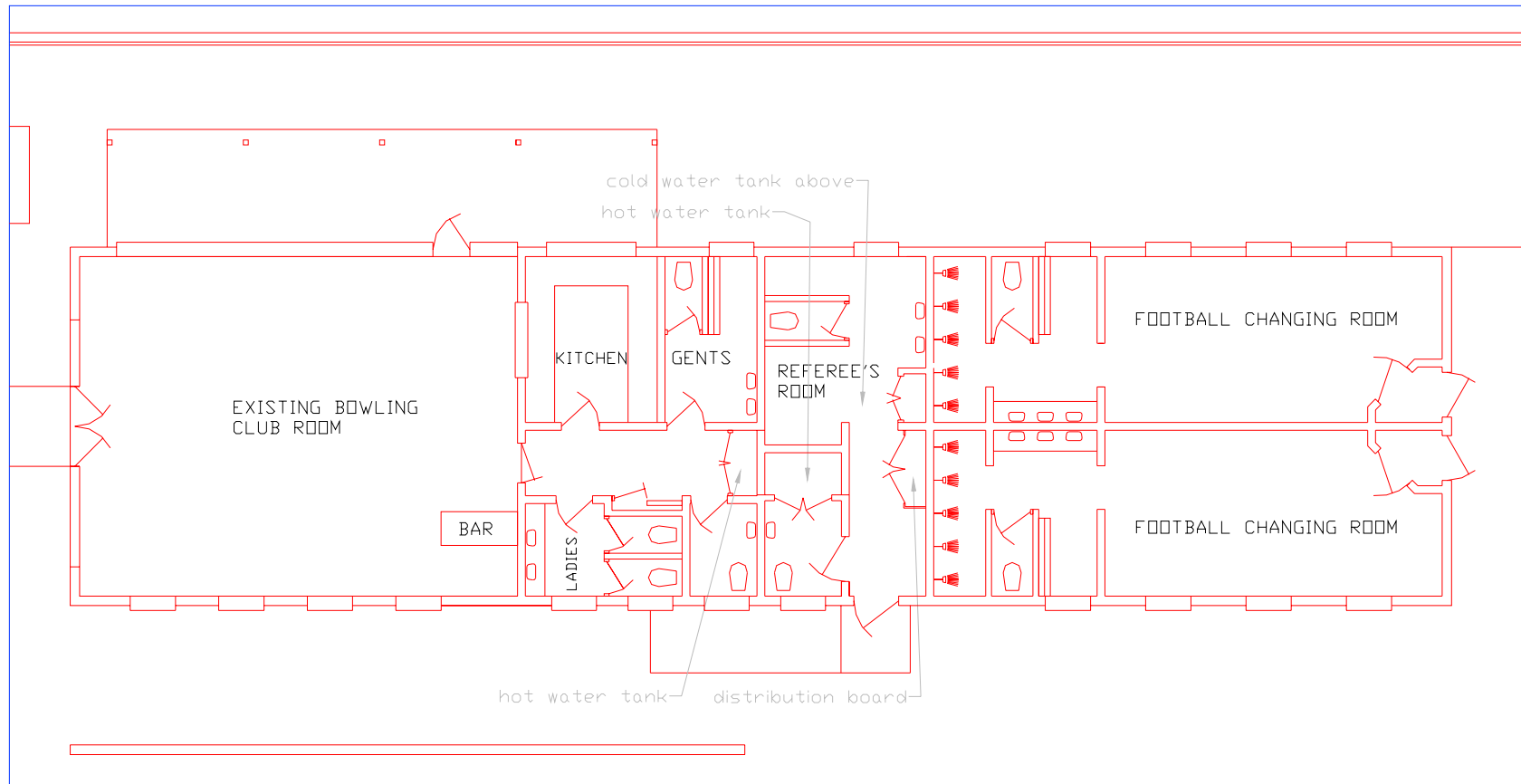


Figure 6

plan of pavilion as it is now

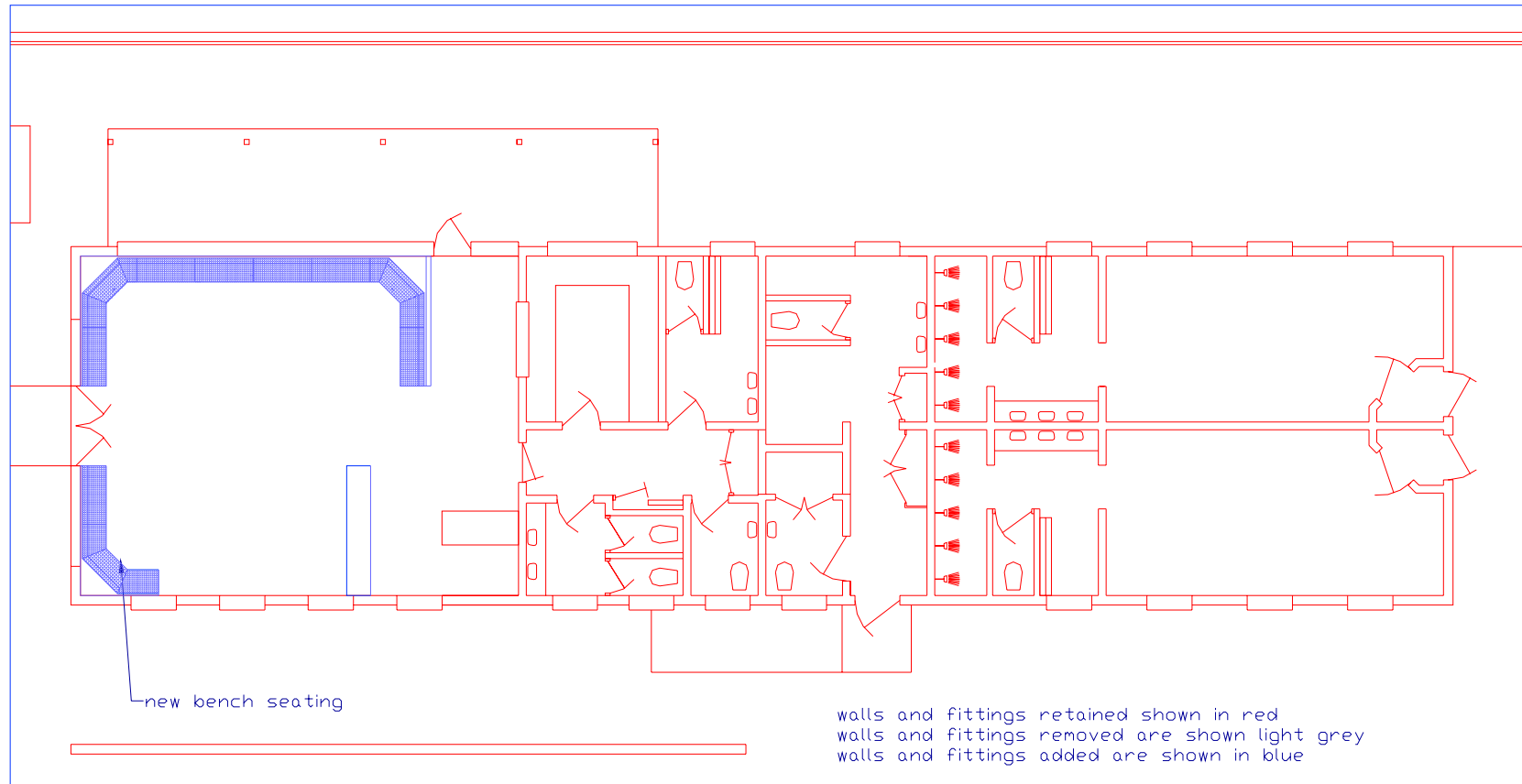


Figure 7

phase I

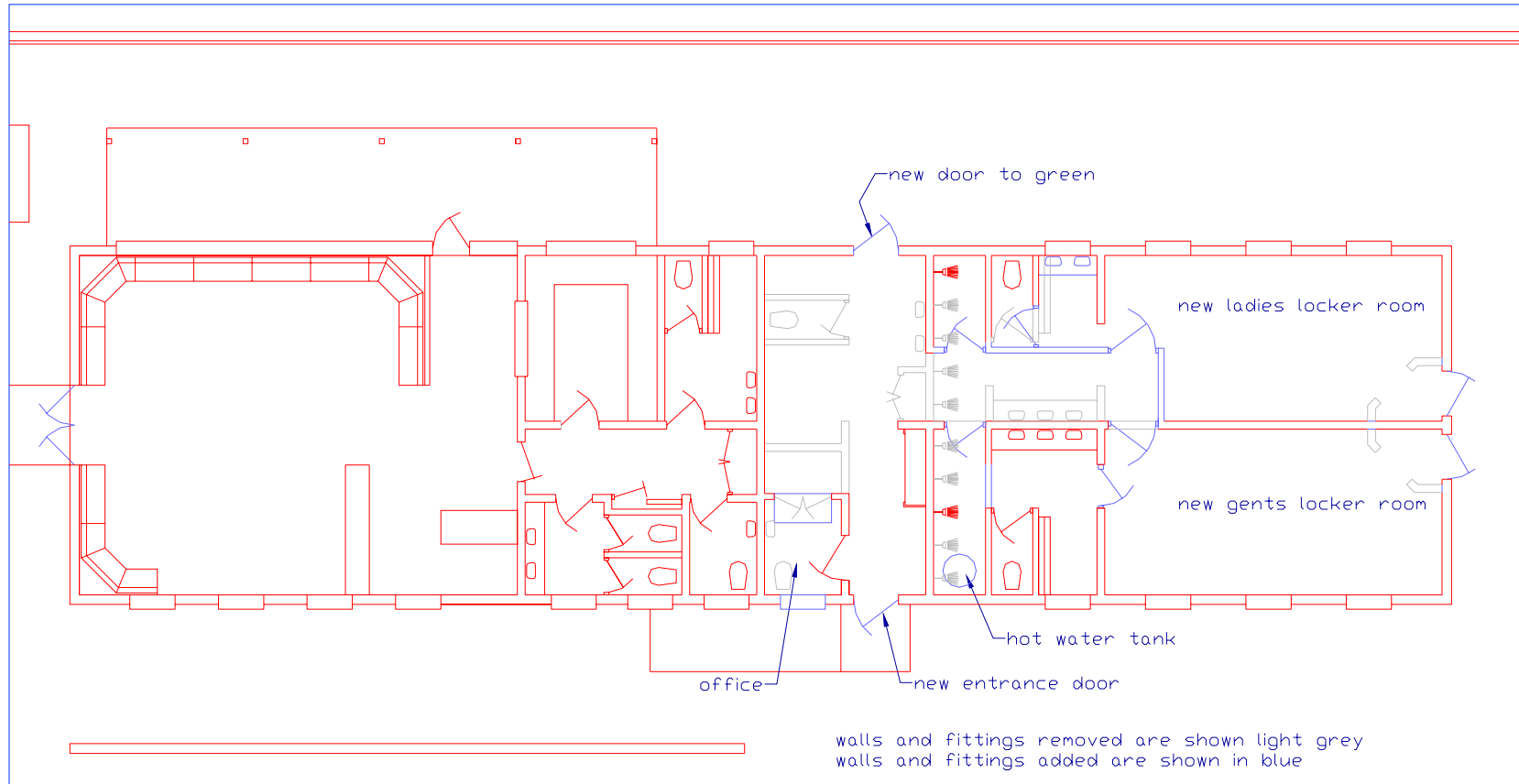


Figure 8

phase II

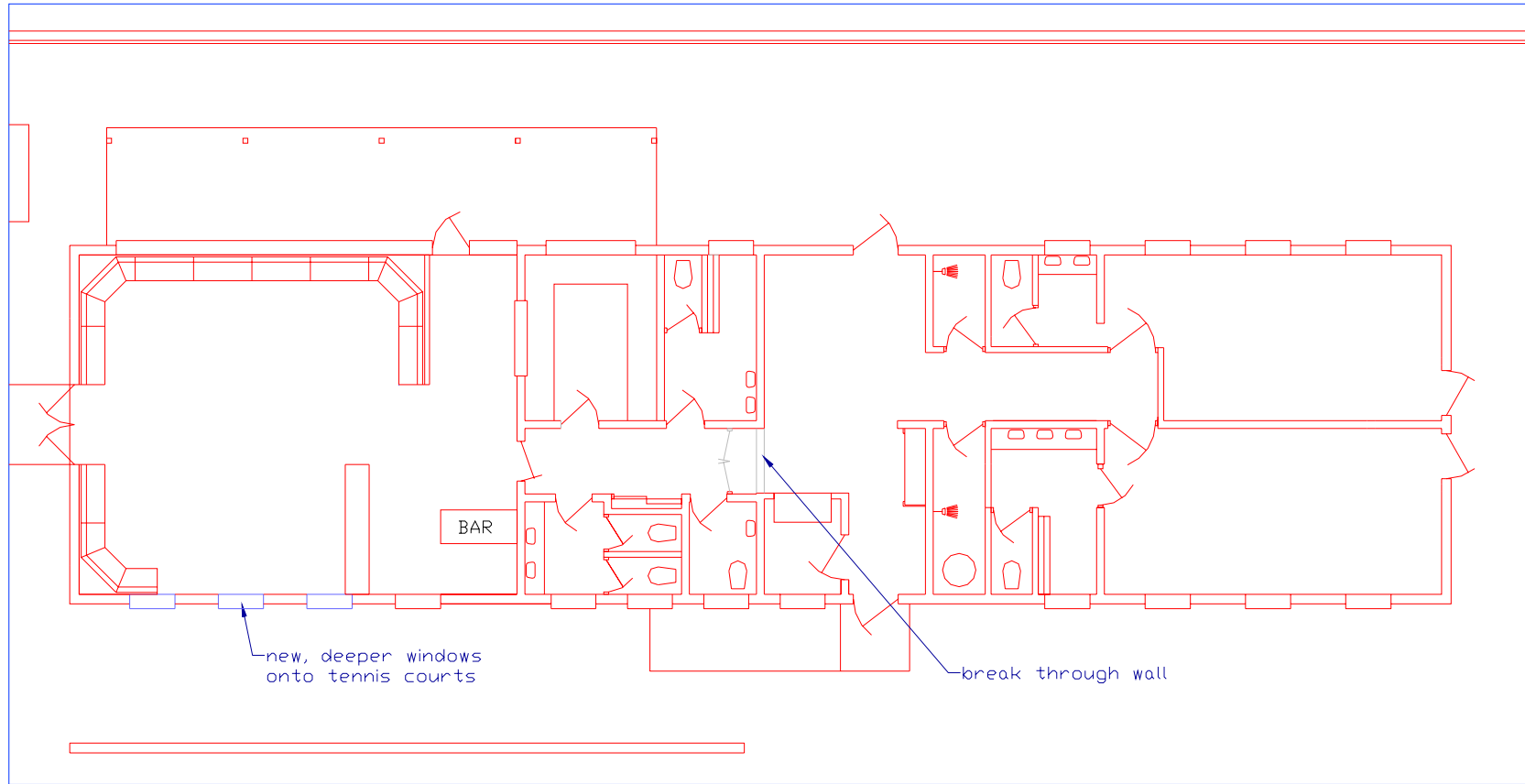


Figure 9

phase III

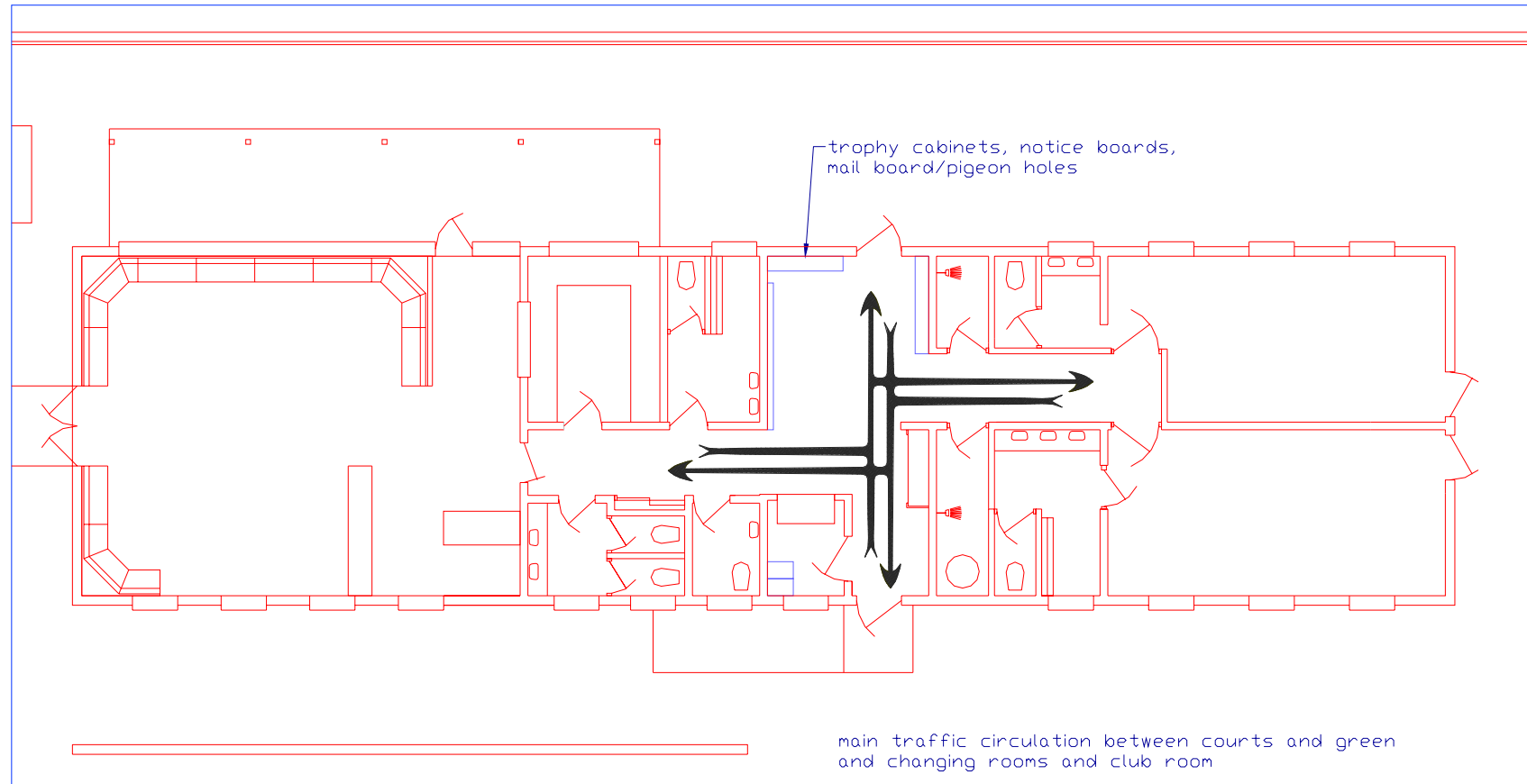


Figure 10

phase IV

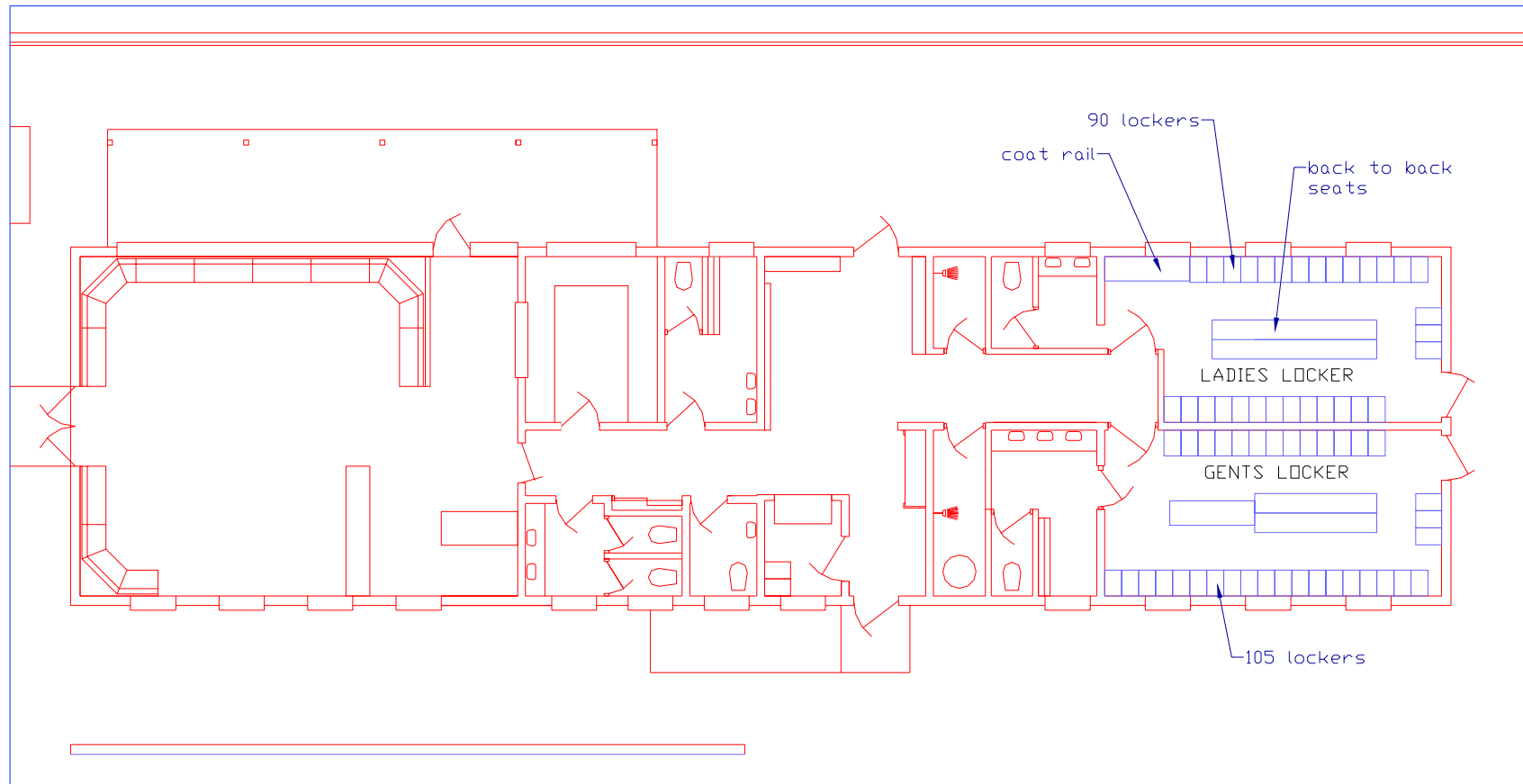


Figure 11

phase V

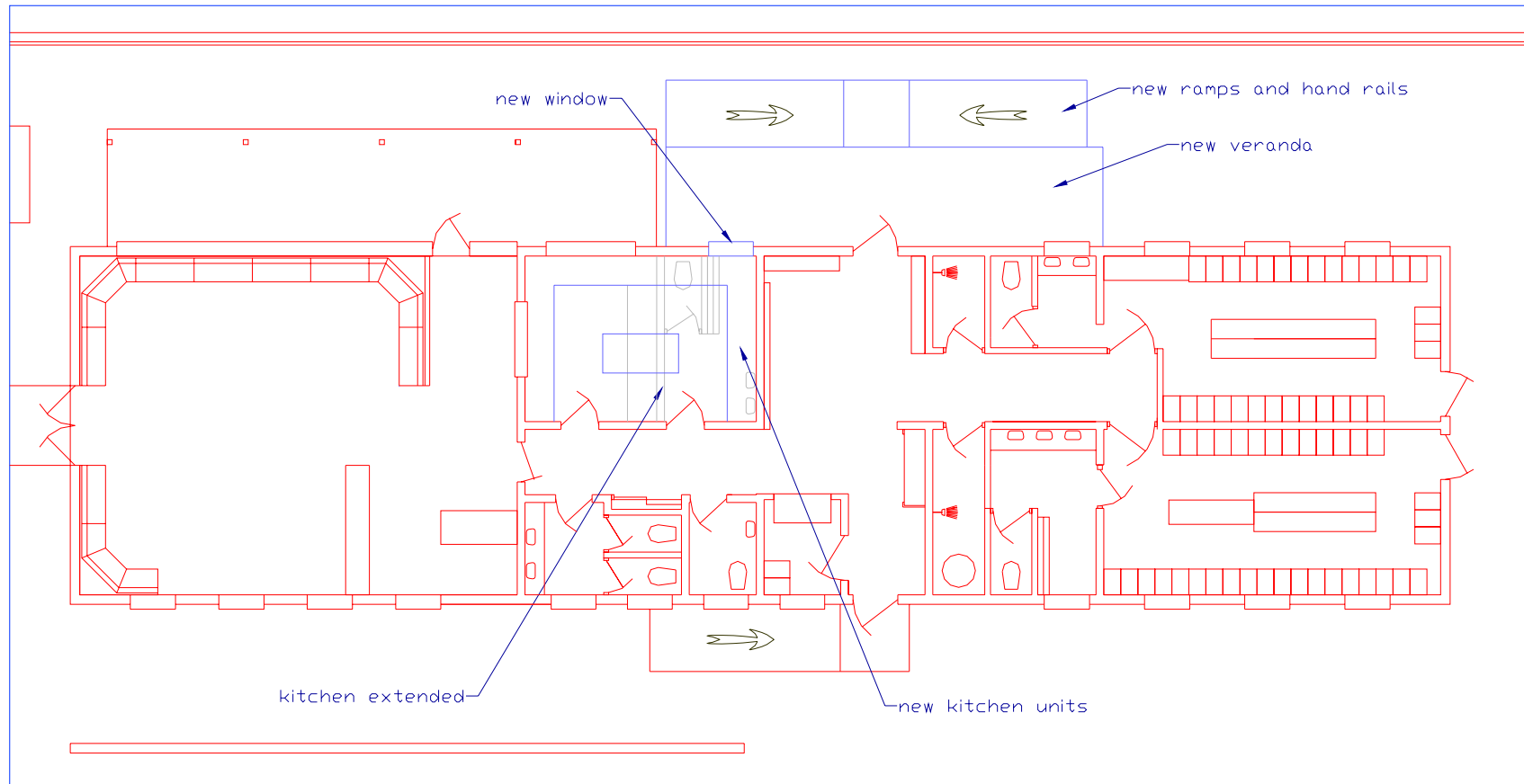


Figure 12

phase VI

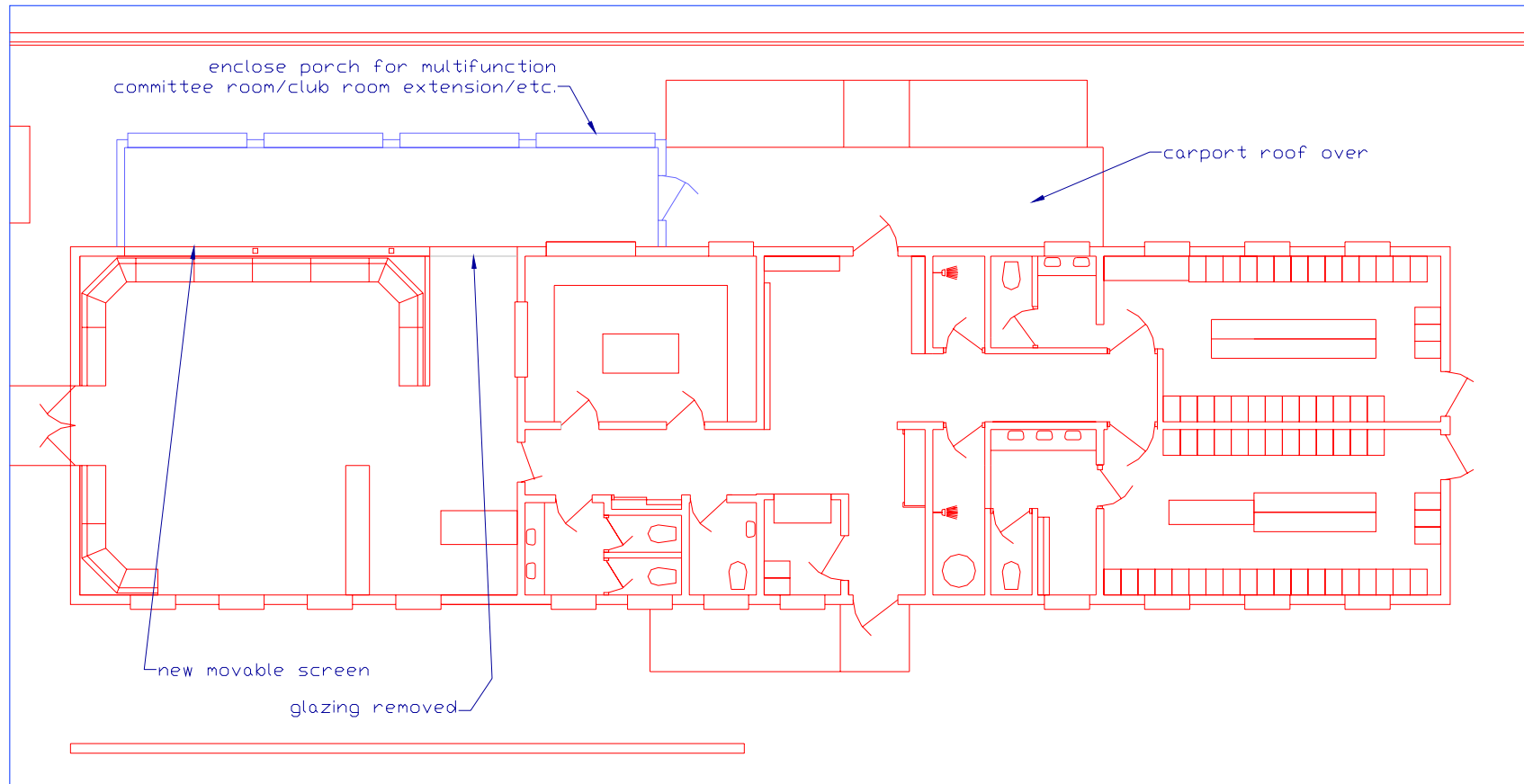


Figure 13

phase VII

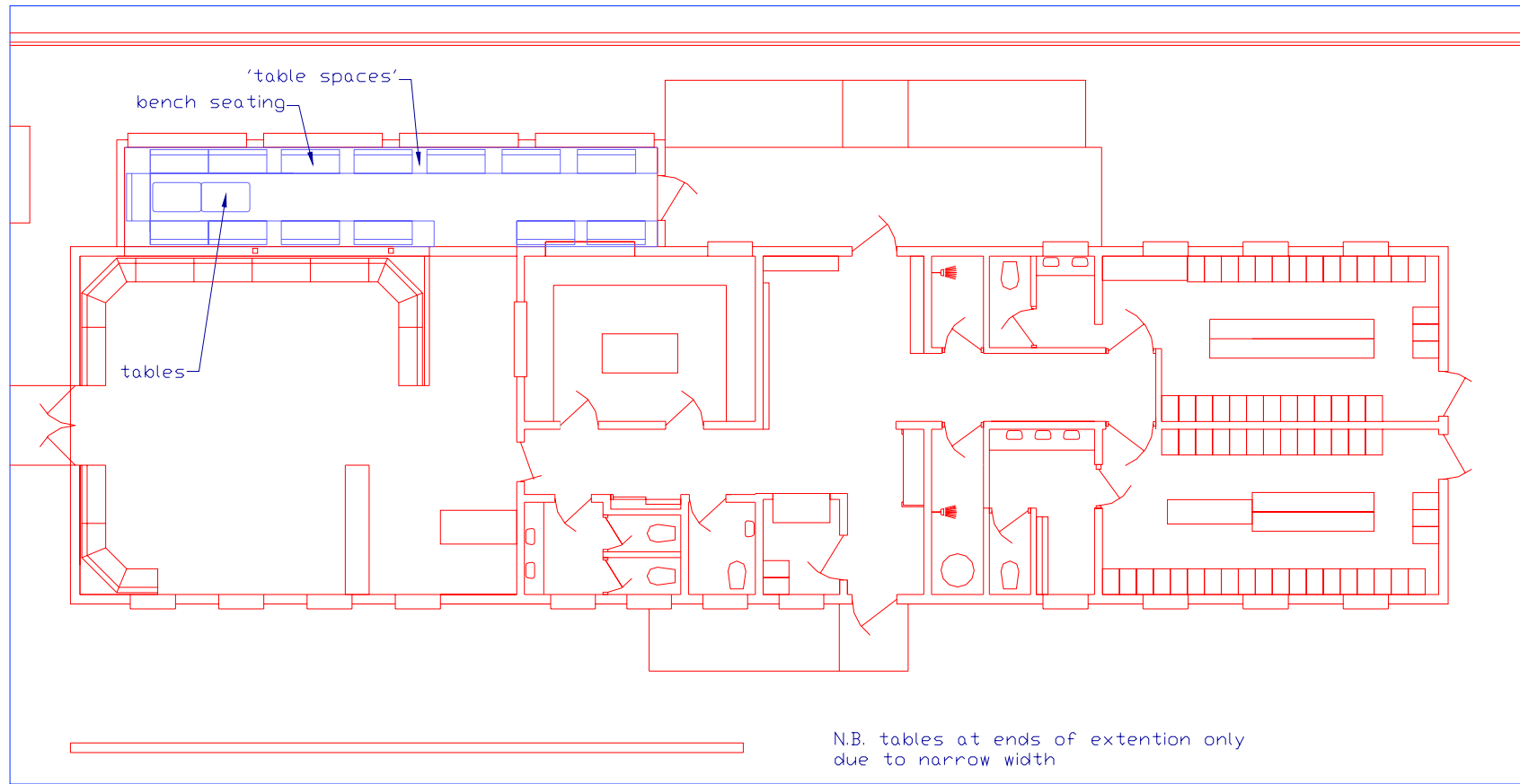


Figure 14

phase VIII

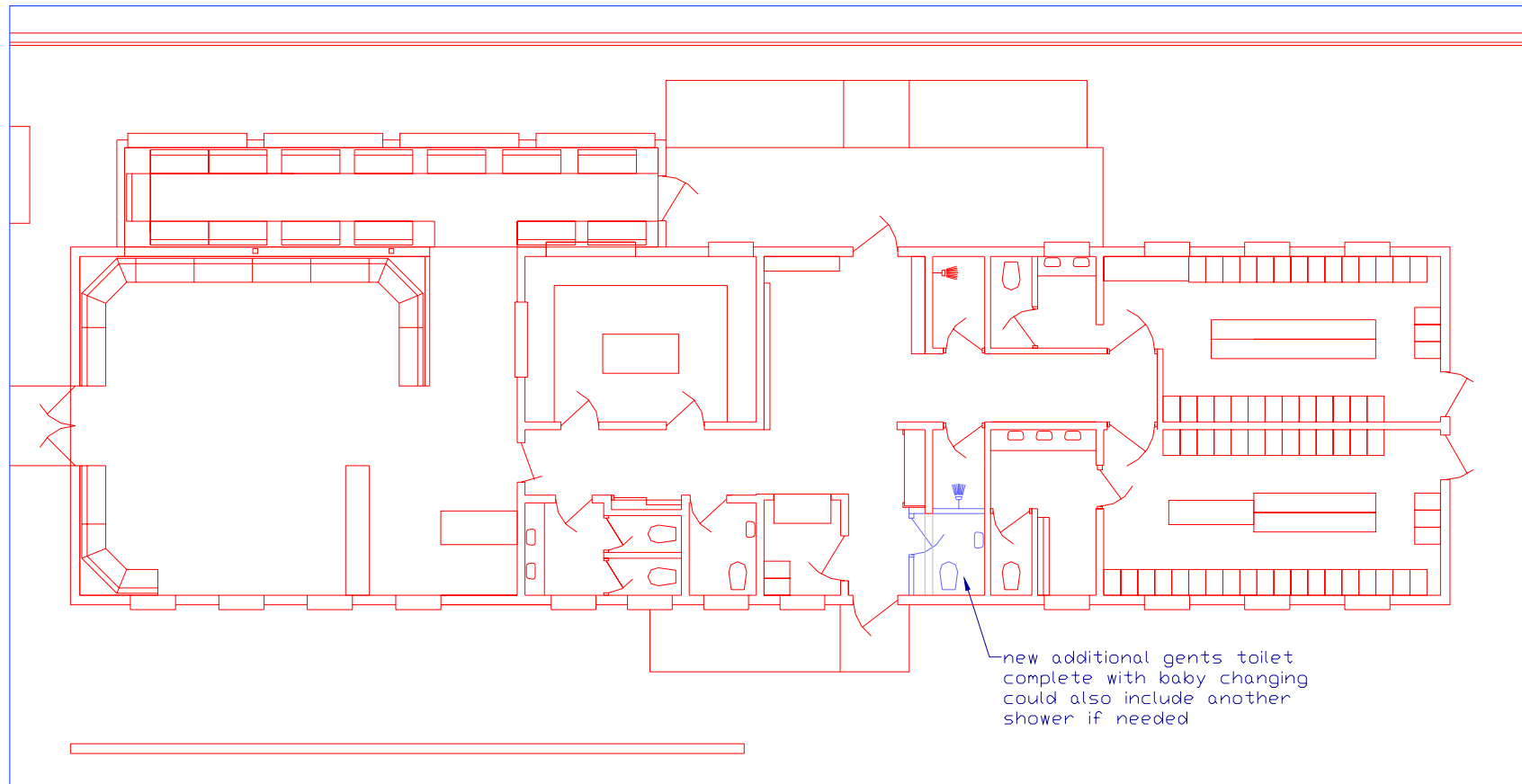


Figure 15

phase IX

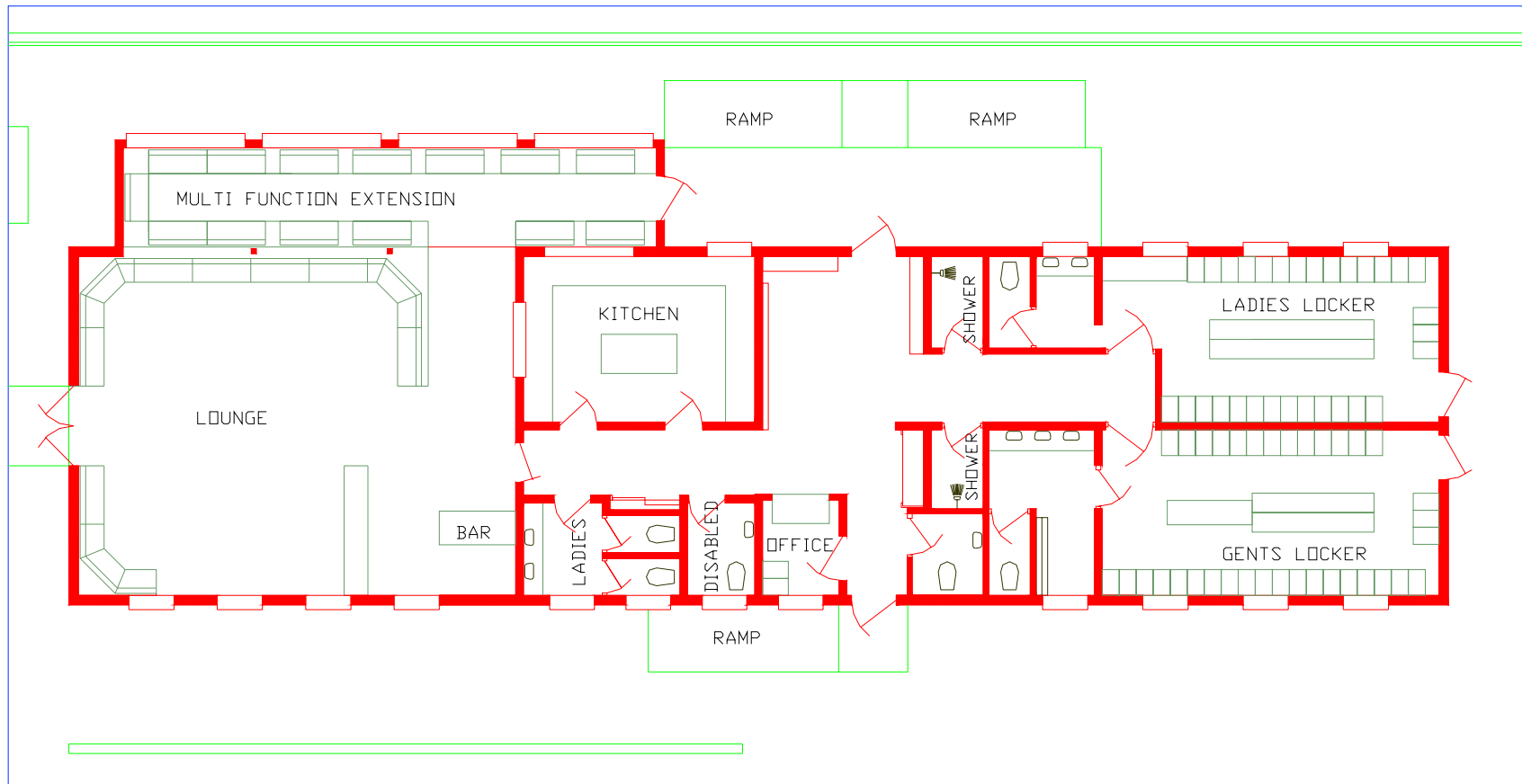


Figure 16

final layout



Figure 17



lockers

APPENDICES

APPENDIX A PAVILION CONSTITUTION

APPENDIX B PTC REQUIREMENTS

APPENDIX A

PAVILION CONSTITUTION

Insert Martin Walsh's constitution proposal here.

APPENDIX B PTC REQUIREMENTS

Bourtree Pavilion – Tennis Club Requirements

Meeting between tennis and bowling clubs: Officials from the two clubs met in October to discuss the possible refurbishment of the Bourtree Pavilion now that the football changing rooms are about to become surplus to the council's requirements. Officers from both clubs were in agreement that they should work together to try and lease the building from the council and then improve it to meet their joint requirements. The council in their turn have already made it clear that they wish to deal with us as a joint club, so there is no conflict here. The feasibility of the venture will of course be contingent upon an acceptable lease agreement with the council and the ability of the joint club to raise the necessary capital from grants and fundraising activities. At the meeting, the tennis club officials agreed to carry out a brief survey of the building, to convene a committee meeting to review tennis club requirements, to make a first draft of a possible minute of agreement between the clubs and to keep the bowling club informed on progress.

Tennis club committee meeting 1st Nov 2006: A rough plan of the building was provided. The general consensus was that the best use of available space would be to have joint changing facilities with the bowling club. Our requirements are fairly minimal and the maximum number of bodies at any one time would be 8 (8 men, or 8 women, or 4 of each):

Mens changing room

- Urinal for minimum of 2
- Toilet (1)
- Showers for 2
 - Pegs/lockers for 8.

Ladies changing room

- Toilets for two
- Showers for two
- Pegs/lockers for 8

Gents and Ladies joint requirements:

- Storage room/cupboard(s) for:
 - Ball machine
 - Trophies
 - Nets and posts
 - Tennis balls
 - Long handle broom, brushes and pans, buckets
 - Toolkit
 - First aid kit
 - Magazine rack
 - Food, drinks *
 - Plates, cups, cutlery *

* we could use a little more space in the existing kitchen (maybe one more cupboard)

- Club notice board (in the main recreation area)
- Metered electricity supply to floodlights

Other points considered:

- Fence enclosure of joint facilities: we see this as a very important point for the future of the joint club. If we can't secure the boundaries (courts and pavilion) we won't be able to grow and flourish.
- A room for board and committee meetings (no need for separate club facilities).
- New access door to tennis courts (perhaps through current refs entrance).
- Reinforced windows onto courts from joint recreation room and committee room.
- Front terrace/stoop onto courts.
- Table tennis table (folding and on wheels). TC would provide this.

Documents required:

1. Joint Bowling/Tennis club constitution. (Draft already prepared by TC and copied to BC)
2. Minute of agreement between tennis club and bowling club.
3. Lease agreement between Bowling/Tennis club and council. (careful thought needs to be given by both clubs to the separate components of the lease)

Minute of agreement between Tennis Club and Bowling club:

1. The combined property consists of three separate components:
 - a) the tennis courts, perimeter fence and floodlighting.
 - b) The bowling greens.
 - c) The pavilion.

Item a) shall be the sole responsibility of the tennis club.

Item b) shall be the sole responsibility of the bowling club

Item c) shall be a shared responsibility.

Maintenance costs for c) shall be shared between the two clubs on the basis of percentage usage or by the tennis club paying the bowling club an agreed annual rent. Either way it will need to be reviewed on an annual basis as the relative strengths of the two clubs vary.

9/11/06