

**MINUTES OF THE MEETING OF  
THE LEISURE SERVICES COMMITTEE  
HELD IN ARDEN HALL, CASTLE  
BROMWICH ON WEDNESDAY, 4TH  
JANUARY 2017  
AT 7.30 PM**

**Those present:**

**Chairman** Cllr Mrs A Haywood

**Councillors** Cllr E Knibb Cllr K Shaw  
Cllr Mrs P Allen Cllr R Cupples  
Cllr Mrs R Shaikh Cllr M Rashid

**Officers:** Mrs. D Weir, Acting Clerk to the Council  
Mrs T Kite, Hall Manager

**Public**

-

**1. Apologies.**

Apologies received and accepted from Cllr MacDonald and Cllr Ms Ward.

**2. Declarations of pecuniary or conflict of interests.**

None Declared.

**3. Dispensations.**

None requested.

**4. Minutes of the previous Meeting.**

**ON THE PROPOSITION** of Cllr Cupples, **SECONDED** by Cllr E Knibb, **IT WAS RESOLVED:** that the Minutes of the Meetings held on 7th December 2016, having been circulated, be signed as a true and correct record of the Meeting. There were 3 abstentions.

**5. Questions from Councillors.**

Cllr Cupples advised that at the New Year's Eve event held in the pavilion, the alarm had gone off and an electrician attending the event had looked at this and advised that it may relate to the pump not working. He outlined other possible reasons and advised that the problem needed investigating. The Hall Manager referred to similar problems which had occurred previously, but advised that she would look into this. The Chairman requested that confirmation be obtained that the alarm had been reset.

**6. Questions from the Public.**

None present.

**7. Hall Manager's Report.**

Mrs T Kite, Hall Manager, presented her report. She advised that staff had arranged for a rose bush to be planted in the Memorial Garden in memory of Mal Levine.

**8. Bar Stock Report.**

Under confidential terms, the Chairman closed the meeting for members to consider the bar stock report undertaken by Stockcheck. Members noted that the next stockcheck would be the full stockcheck and that it would be undertaken towards the end of February.

**9. Arden Hall.**

- a) Refurbishment of Arden Hall – The Acting Clerk confirmed this was covered by item 13.
- b) Card Payment Scheme - Members noted the Acting Clerk had requested further information.

**10. Replacement Garages.**

Members noted that delivery was anticipated in the New Year

ACTION

### **11. Boundary Wall adjoining access.**

This item was deferred.

### **12. ROSPA Play Inspection Report.**

- a) Members approved the questionnaire to be printed and sent to local junior schools. The Chairman thanked Cllr Cupples for drafting the questionnaire.
- b) Grant Funding – Cllr Knibb advised that Solihull Sustain’s Programmes Manager had offered to assist the Parish Council with an application for funding for play equipment. Fitness bikes were also discussed. The Chairman suggested this item be deferred to the next meeting to look at funding suggestions raised by Cllr Knibb.

### **13. Refurbishment of Spencer Lounge Bar.**

Members noted that the Hall Manager and Acting Clerk would be meeting with a contractor to discuss refurbishment of the Spencer Lounge Bar.

### **14. Pavilion.**

- a) Kitchen – location of equipment

The Chairman reported that the Working Party had met with cricket club members to look at the proposals. Following this initial exploratory meeting, Cllr Shaw was meeting Andy Sedgeley the following day to look at the proposals highlighted in more depth, following which a report would be made to the next Leisure Services Committee Meeting.

- b) Replacement windows and fascia, soffit and guttering

Cllr Shaw outlined the problems which had arisen due to the existence of asbestos at the Pavilion. Members noted that quotations were being obtained for its removal to enable the fascia, soffits and guttering to be installed.

- c) Access to Pavilion - gates

Members noted recent problems and requirement for a new chain to be fitted to the access gates at the side of Arden Hall and requirement for the hedge to be cut back. Members felt that the hedge could be left as it was at present.

### **15. Refurbishment of kitchens/Spencer Lounge/Windsor Room.**

Cllr Mrs Allen suggested a Working Party be established to look at the kitchen. Members discussed the issues relating to the ovens and fridge and noted that the kitchens were not hired out anymore.

### **16. Working Party Report.**

- a) Review of Hire Charges.

Following extensive discussion, **ON THE PROPOSITION** of Cllr Shaw, **SECONDED** by Cllr Rashid, **IT WAS UNANIMOUSLY RESOLVED** to keep the hire rates the same for 2017/18.

- b) Leisure Services Committee budget 2017/2018.

Members considered various projects, including the requirement for the asbestos to be removed, Pavilion Kitchen, requirement for work urgently required to the fire doors, roofing works and various refurbishment projects at Arden Hall.

### **17. Acting Clerk’s Report.**

The Acting Clerk updated members on the work to the roof and arrangements made for the surveyor to survey the roof prior to the specification being prepared.

There were no further matters raised and the Chairman closed the meeting at 9.10 pm.