

# AGENDA



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Copied to all councillors for information

Thursday, August 29th, 2016

To: Councillors Mrs. P Allen, Mrs. A Haywood, (Chairman), E. Knibb, M Rashid, K Shaw, J MacDonald, Miss J Ward and R Cupples.

You are hereby summoned to attend a Meeting of the Leisure Services Committee, to be held in the **SPENCER LOUNGE** at Arden Hall, Water Orton Road, Castle Bromwich, on **WEDNESDAY, 5<sup>th</sup> OCTOBER 2016** at 7.30 pm, for the transaction of the following business, viz:-

## **BUSINESS TO BE TRANSACTED**

### **1. Apologies for absence.**

None received.

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

Members are asked to declare interests in items on the agenda, in accordance with Section 94 of the Local Government Act 1972, Section 106 of the Local Government Finance Act 1992 and Section 27 of the Localism Act 2011.

### **3. Dispensations.**

Consideration of any requests for a dispensation in accordance with the provisions of S.33 of the Localism Act 2011 with regard to any item on the Agenda – requests for a dispensation to be submitted to the Clerk in advance (form previously supplied).

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

To read and confirm the Minutes of the Meeting held on Wednesday, 10<sup>th</sup> August, 2016 and Wednesday, 7<sup>th</sup> September 2016 (papers to follow).

### **5. Questions from Councillors.**

### **6. Questions from the Public.**

In accordance with Standing Orders the meeting is temporarily suspended to allow an opportunity for members of the public to ask questions. The Council will endeavour to provide feedback on matters raised previously by members of the public during this item.

### **7. Assistant Manager's Report.**

Members to receive and consider the Assistant Hall Manager's report and to agree any necessary action.

### **8. Bar Stock Report.**

Under confidential terms, members to consider the Bar Stock Reports and Trading Analysis for last period (yellow papers to be circulated or tabled). Members invited to scrutinize stocktake information before the meeting.

Members to consider quotation for external stocktaker in accordance with the Internal Auditor's recommendation that there is insufficient independence in the stocktaking process. Quotation available at meeting. This is from the former external stocktaker used by the Parish Council.

### **9. Arden Hall – Refurbishment**

Quotation requested for Loss Adjuster and also for interior of hall.

### **10. Flooding to Arden Hall.**

Update re quotations for Loss Adjuster

### **11. Roof Survey Report – Quotation.**

Update re quotations for Council.

### **12. Replacement Garages.**

Update on the position regarding current order which is dependent upon tarmacing work being undertaken immediately adjoining the concrete base for the garages.

**13. Land rear of New Street, Castle Bromwich.**

Members to consider Quotation for proposed works.

**14. Pothole – Access Drive**

Update

**15. Arden Hall – Back Door and Fire Exit Door.**

Update

**16. Arden Hall – Bar Refurbishment.**

- a) Chairman to report
- b) Council Office – installation of panic buttons

**17. Tree Surgery – Quotation requested.**

**18. The Village Green – grounds maintenance**

Chairman to report.

**19. ROSPA Play Inspection Report**

Report to be circulated if available – Consideration of quotation for repairs to play equipment.

**20. Licence and DPS**

Following the resignation of the Hall Manager the Duty Manager is now the Designated Premises Supervisor until a replacement is appointed.

**21. Pavilion**

- a) Kitchen – location of equipment

Chairman to report

- b) Cricket Frames

Members to consider complaint regarding present location of cricket frames

**22. Additional Litter Bins**

Consideration of Quotation for 5 additional litter bins requested for the Playing fields.

**23. Acting Clerk's Report.**

Yours faithfully,

Diane Weir (Mrs.)  
Acting Clerk

**NOTE TO THE PUBLIC:**

Members of the Public are most welcome to attend Meetings of the Parish Council. The Council set aside a period during the Meeting when the public are invited to ask questions. However, public participation must be confined to this section of the meeting only. Informal questions may be discussed individually with any Councillor prior to the start of the Committee meeting which may or may not be considered depending on the contents of the Agenda.

[Please note: Temporary exclusion of the public and press may be necessary at any meeting to discuss matters of a special and/or confidential nature.] Council Standing Orders are available on request to the Clerk or Council Office and are subject to periodic review, taking advice of the National Association of Local Councils and following the Public Bodies (Admission to Meetings) Act 1960 and Local Government Act 1972 Ss 100A.