

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY, 6TH APRIL 2016
AT 7.30 PM**

Those present:

- Chairman** Cllr Mrs P Allen
- Councillors** Cllr E Knibb Cllr K Shaw Cllr J MacDonald
Cllr M Rashid Cllr Ms J Ward
- Officers:** Mrs. D Weir, Assistant Clerk to the Council
Mrs. T Kite, Hall Manager
- Public:** None.

1. Apologies

Apologies received from Cllrs J Riordan and Mrs Haywood were accepted for the reasons given.

2. Election of Chairman

The Council had elected Cllr Mrs Haywood as Chairman of Leisure Services Committee until the end of the civic year and in the absence of Cllr Mrs Haywood it was agreed that the Council Chairman, Cllr Mrs Allen chair the meeting.

3. Declarations of pecuniary or conflict of interests.

None.

4. Dispensations.

None requested.

5. Minutes of the previous Meeting.

Cllr Knibb queried the offer of training for staff with the Hall Manager.

ON THE PROPOSITION of Cllr Knibb, **SECONDED BY** Cllr Rashid, **IT WAS RESOLVED:** that the Minutes of the Meeting held on 2nd March, 2016, having been circulated, be signed as a true and correct record of the Meeting.

6. Questions from the Public.

Under Standing Order 3(d), the Chairman prepared to temporarily suspend standing orders for 15 minutes and invite questions from members of the public but there were none in attendance.

7. Manager's Report.

7.a) The Hall Manager advised that she had not received any response from the Cricket Club. Members noted the Hall Manager's report and considered the Engineering Report provided by the Contractor. The Chairman closed the meeting to discuss the following item and quotation received for a CCTV system under confidential terms. The Chairman re-opened the meeting and **ON THE PROPOSITION** of Cllr Shaw, **SECONDED BY** Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED:** that two further quotations be obtained for the CCTV system.

Hall Mgr
4/05

7.b) Staffing matters discussed under confidential terms.

ON THE PROPOSITION of Cllr Shaw, **SECONDED BY** Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED:** that the Hall Manager re-advertise the existing vacancy for maternity cover, together with the forthcoming vacancy for maternity cover.

Hall Mgr
4/05

7.c) The Hall Manager reported to members on the position with regard to recycling facilities and **ON THE PROPOSITION** of Cllr Cllr Knibb, **SECONDED BY** Cllr MacDonald, **IT WAS UNANIMOUSLY RESOLVED:** that the Hall Manager

Hall Mgr
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ACTION

continue to look at further options and report back to the next Leisure Services Committee Meeting.

ACTION

8. Bar Stock Report.

Members noted the satisfactory bar stock reports and trading analysis.

9. Roof Survey Report.

It was agreed that this item be deferred to the next Leisure Services Committee Meeting to enable the Hall Manager to obtain further quotations for the Contract Administration Service for the roofing works for Arden Hall.

Hall Mgr
4/05

10. Renewal of Electricity Contracts

Members considered the position with regard to renewal of contracts with Npower.. **ON THE PROPOSITION** of Cllr Knibb, **SECONDED BY** Cllr Ms Ward, **IT WAS UNANIMOUSLY RESOLVED:**

Asst Clerk

a) That the Assistant Clerk continue with her discussions with NPower for renewal of the existing contracts and to authorize the Chairman/Assistant Clerk to enter into the most appropriate contract on behalf of the Council.

11. Storage for Hirers.

The Hall Manager advised she understood the Cricket Club had discussed the issue of storage, but she had not received any response or proposals from them and **ON THE PROPOSITION** of Cllr Shaw, **SECONDED BY** the Chairman, **IT WAS UNANIMOUSLY RESOLVED:** that a) the Hall Manager advise the Cricket Club that the Parish Council hope to agree proposals for storage at the May Leisure Services Committee Meeting, and arrangements have been made for the garages to be demolished by the end of June.

Hall Mgr
4/05

12. Hire Incident.

Members considered the report provided by the Cricket Club and information which members wished the Hall Manager to request and **ON THE PROPOSITION** of Cllr Shaw, **SECONDED BY** the Chairman, **IT WAS UNANIMOUSLY RESOLVED** that this matter be deferred to the next Leisure Services Committee Meeting for an update from the Hall Manager.

Hall Mgr
4/05

13. Review of Hire Issues.

Members considered review of hire issues and Council's policy for adult entertainment and **ON THE PROPOSITION** of Cllr Knibb, **SECONDED BY** the Chairman, **IT WAS UNANIMOUSLY RESOLVED:** that this item be deferred to the next Leisure Services Committee Meeting for members to consider and agree a form of wording for the Hire Agreement.

Hall Mgr
4/05

14. Working Parties.

No meetings had been held.

15. Residents' Concerns.

a) There were no concerns raised by residents

b) Request by Resident to hire open space

Members considered the response from the resident regarding hire/use of public open space and **ON THE PROPOSITION** of Cllr MacDonald, **SECONDED BY** Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED:** that the Committee's decision remains the same as it would be difficult to prevent other residents from using the ground.

Asst Clerk

16. Clerk's Report.

a)Members noted the Clerk's report.

b) Members considered Lone Working arrangements and it was agreed that the Hall Manager be provided with a set of keys to the Council Office, in the event that emergency access should be required and also for housekeeping duties.

Asst Clerk

The Chairman closed the meeting at 9.30 pm.