

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY, 1ST JULY 2015
AT 7.30 PM**

Those present:

- Chairman** Cllr I Hiley
- Councillors** Cllr Mrs. P Allen Cllr Mrs. A Haywood Cllr E Knibb
Cllr M Hayes Cllr E Hicks Cllr J Riordan
[Items part 5- 11 only] [except part Item 6-7] Cllr K Shaw
- Officers:** Mrs. C Tibbles, Clerk to the Council/RFO
Mrs.T Kite, Hall Manager [Items 1- 8 only]
- Public:** 2 members of the public [Items 1-5, 8 only]

ACTION

1. Apologies.

The apologies from Cllr M Rashid and Cllr Miss J Ward were accepted for the reasons given. Cllr Hayes had been delayed at work but would be attending.

2. Declarations of pecuniary or conflict of interests.

Cllr Hiley declared a pecuniary interest in Item 11, as his company was presenting information of potential interest to the committee.

3. Dispensations.

None requested.

4. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Mrs. Haywood, **SECONDED BY** the Chairman, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 3rd June, 2015, having been circulated, be signed as a true and correct record of the Meeting.

5. Questions from the Public.

Under Standing Order 3(d), the Chairman temporarily suspended standing orders for 15 minutes and invited questions from members of the public. On behalf of a hire group, two representatives supported the written submissions sent by their President and Secretary with regard to cessation of storage on site at Arden Hall. Councillors endorsed the positive contribution that the hire group made to the community, although it was confirmed by the hirers that only one show would take place in 2015 due to shortage of members. It was noted that 7/8 new members had been recruited but the May play was cancelled after casting problems; a publicity drive was planned before casting the January production (4 evening shows + 1 matinee); audiences for plays were smaller; it was expensive to transport items from their other garage; they could not reduce stocks much more. The Chairman explained the background to the council's decision and the economic reasons for the notification sent to the hirer. As it was not feasible to increase the precept to fund £20-30,000 rebuilding or extension costs, the council needed the workshop to replace existing garage storage and had no alternative to offer, especially as the rental income did not cover costs (insurance, rates, water) and there were no longer high bar takings for the council. It was noted that although takings were okay in January the audience was mainly children but the May play had lower bar takings and smaller audiences. The Chairman said that storage containers had been considered but were too expensive to hire or purchase and the hirers asked if they could pursue a potential contact to request one for free. Standing Orders were then resumed so the council could consider the request.

8. Hirer Responses – Theatre Workshop.

At the request of the Chairman, members **AGREED** to bring forward discussion of this item. Members noted the two written responses and following the earlier discussions, **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** that in light of the offer made by the hirer to obtain their own storage container, the council could be willing to explore the alternative siting of one (or two) 20 feet containers. Members confirmed it was important to work together where possible and **AGREED** the Hall Manager and the Chairman should explore two potential options.

ACTION

Hirer
URGENT

Hall Mgr/
hirer – asap
IRH asap

6. Manager’s Report and Hire issues.

Members noted the Hall Manager’s report, who was disappointed to still only have one quote for replacing slabs and one for door intercom. Job vacancies remained unfilled and a new vacancy would be occurring later in the year. Cllr Hayes was disappointed that the council had not been represented at the funeral of a hirer due to staff not informing the council office. The Hall Manager said that a related fundraising presentation would take place in September and the hire organisation would like the council to be in attendance. The Hall Manager handed over an envelope with staff donations in lieu of flowers. In response to questions and some discussion with members, it was confirmed the Hall Manager could dispense with opening the booking office if there were no hirers in (as recommended by the Smarter Working Group); that the quotes for bollard repair at the Village Green should be actioned for installation; summer reparation work for football pitches needed to be actioned according to ground conditions (as the council had removed this from the grounds maintenance contract) and Cllr Hicks left the meeting to quickly review the pitches as he could give pertinent advice to the council; a date should be set for the severely overdue excavation of the playing field ditch adjacent to the tennis courts as ground conditions were now perfect; the results of the investigation by a hirer into member conduct should be requested; that the summer coaching scheme bookings had been offered by the Hall Manager but not yet returned as confirmed; that a hire enquiry for a youth presentation evening had been responded to; that the Clerk had confirmed that a ban served on an individual was still in place as an enquiry for admission had been made to the police and the council office. Information on staff working had not been included in the Hall Manager’s report as the Smarter Working Group had not yet clarified the format of the information it required or the quickest source.

Hall Mgr
Immediate

Hall Mgr
asap

Hall Mgr
asap

Hall Mgr
asap

Hall Mgr
22/7

Smarter WG
Asap

7. Bar Stock Report.

Members noted the bar stock report and the trading analysis.

9. Open Spaces Inspection Report.

Members noted the report and discussed the aspects that it covered. As the Hall Manager had left, members felt an explanation should be requested from the Hall Manager on why some work was outstanding. A copy was requested of the Wardens 28 day cycle of routine work so that the Buildings Working party could plan and establish a rolling maintenance programme for all routine works, with clear implementation schedule of inspection outcomes allocated to Wardens. Following information from Cllr Hicks, members noted the grass was very short, 2 adult goal posts had not been taken down, seeding had been done in the goal mouth areas of the adult pitch but not watered. Verti-drain of the adult pitch was recommended and the Hall Manager asked to establish who had undertaken the work (staff or contractor), what the current situation was and who had given what instructions to the contractor and when.

Hall Mgr
15/7
Clerk/KS
Asap

Hall Mgr
15/7

10. Committee Priority Projects for the Year.

Members reviewed the information and it was **AGREED** the 3 priorities would be

Council
29/7

the survey of Arden Hall Roof (as recommended after CEW report), completion of two disabled parking places at the front of the Windsor Room and to paint the Spencer Hall/replace the curtains.

ACTION

11. Village Green Noticeboard.

The Chairman explained the drawings and potential specification for this item, using alternative hardwood and toughened glass for the two opening doors. Members requested a formal quote for full Council to consider.

IRH
22/7

12. Working Parties.

Following the earlier discussions, members **AGREED** the Buildings and Open Spaces working party should meet at 7.30 pm on Wednesday 22nd July in the meeting room of the Council Offices. Cllr Mrs. Allen undertook to collect the keys.

Buildings WP
22/7
PA/Admin
Asst 22/7

13. Residents' Concerns.

Members noted and discussed the issues, with action previously being outlined.

14. Clerk's Report.

The Clerk sought views on the forthcoming national mourning and confirmed the flag would also be flown at half-mast.

Hall Mgr
3/7

DRAFT