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**MINUTES OF THE MEETING OF THE  
LEISURE SERVICES COMMITTEE  
HELD IN ARDEN HALL,  
CASTLE BROMWICH ON  
WEDNESDAY, 2ND APRIL 2008  
AT 7.30 PM**

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**Those present:**

**Chairman** Cllr J Riordan

**Councillors**

Cllr Mrs. P Allen

Cllr E Knibb

Cllr Mrs. T Knibb

Cllr Mrs. A Haywood

Cllr M Rashid

[Except Item 13]Cllr Miss J Ward [Except part Item 4 & 13]

Cllr Mrs. B Wilkins [Except Item 1-3]

**Officers:** Mrs. C Tibbles, Clerk to the Council

**1. Apologies.**

The apologies from Cllr Mrs. J Smith were accepted for the reasons given.

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

Cllr Riordan declared a personal interest in one part of Item 7, the grant aid adjustment request from the CAB.

**3. Minutes of the previous Meeting.**

**ON THE PROPOSITION** of Cllr Mrs. Knibb, **SECONDED** by Cllr Rashid, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 5<sup>th</sup> March, 2008, having been circulated, be signed as a true and correct record of the Meeting.

**4. Manager's Report and Arden Hall issues.**

Members were given time to read the tabled report, prepared by Ms. Ratcliffe, and noted the contents.

**5. Bar Stock Reports.**

Under confidential terms, members noted the stock reports and bar trading analysis. Future plans and targets were discussed at length.

**6. Residents' Concerns.**

Members noted the circulated information. Cllr Mrs. Knibb had spoken to youths on the Village Green playing football and generally found them quite amenable to moving around as they had not realised the damage being caused to the grass.

**7. Communications.**

Routine communications as listed on agenda were noted. Following his earlier declaration, Cllr Riordan declined to discuss or vote on the next matter. **ON THE PROPOSITION** of Cllr Mrs. Knibb, **IT WAS RESOLVED** to accept the request from the CAB to adjust the expenditure of their Grant Aid due to the exceptional circumstances that had taken place.

**8. Arden hall – Replacement Signage.**

JR  
Item 7

Clerk  
3/4

Cllr Mrs. Knibb felt this needed doing and Cllr Mrs. Allen agreed signs were tatty. Members discussed options for the £175 signs and **IT WAS UNANIMOUSLY RESOLVED** that quotations be sought for 2 new plastic externally mounted name signs and one Council Office direction sign with black lettering on white (or cream) background, with either 1 or 2 blue/gold logos at the side(s) in the most weather and vandal resistant option to be long lasting. Sizes to be confirmed. Another possible signwriter had been asked to contact the Clerk with ideas for improvements.

Warden/  
Clerk  
4/4

**9. The Green – Request for Additional Street Lighting.**

Following discussion by members, **IT WAS UNANIMOUSLY RESOLVED** that the request of the Borough Council be approved, providing it was advantageous to local residents, in keeping with the design of other street lights, the groundwork to be re-instated and that the Parish Council would not be held responsible for the maintenance, damage, insurance/loss, complaints or ASB.

A s s t .  
Clerk  
4/4

**10. Provision of Snacks/Catering outlets trading on Parish Council land.**

Mr. L. Gleiwitz had not yet supplied the additional information requested so the matter was deferred.

**11. Payments.**

None submitted for approval.

**12. Clerk's Report/Open Spaces Report.**

Members noted the authorization given to replace the zipwire and associated assembly parts in the playground at a special cost of £390 and the laying of slabs completed by Cllr Feasey to remove trip hazards. Tree maintenance work had not yet been processed, response was awaited to confirm out-of-hours support for keyholders, quotation for alarm changes for police base were now being actioned by David Watts, reply still awaited from Gavin Prime, Starz about conditional agreement for the Theatre and Dance School, surplus crockery disposed of, PAT testing outstanding and overdue (again being actioned by David). An installation date was awaited for parking signage at the Village Green, advice from WM Fire Service that 'capacity' not affected by room alterations as 2 double door fire exits retained and Cricket & Sports Club had agreed to undertake risk assessment on Pavilion with preliminary notes being received, Unpaid Work progressing well from probation service but future partnership working with a smaller woodworking team had been firmly declined by Cricket Club members. **IT WAS THEREFORE UNANIMOUSLY RESOLVED** to continue with the existing Unpaid Work team/supervisors and to withdraw from the extension of work opportunities being explored.

A junior football club, operating with several youth teams, had requested pitch facilities in the park and **IT WAS UNANIMOUSLY RESOLVED** in principle that providing capacity to meet existing teams could be maintained, that dressing rooms were adequate, that feasible costs could be agreed and other agreements reached, then it would be a most welcome step. The Clerk would pursue costs for submission to the next Finance and General Purposes Committee meeting.

Handover changes had taken place with Adrian Witten, planning meetings attended for Bridal Fayre, which she had enjoyed attending and seeing the success of the day first hand, several review meetings for staff matters had taken place but staff illness had disrupted some plans, summer rotas had been commenced in the park, several visits to the Pavilion to check work, 3 recent enquiries for hire of Clubroom had failed due to no bar being available, although these had been successfully accommodated within Arden Hall. Cricket Club was no longer undertaking keyholding for their bookings during the summer. Two recent serious ASB incidents had occurred and police had attended very promptly on 30<sup>th</sup> March. Some confusion regarding hirer requirements at a recent event but hopefully intervention by Natalie and Cathy solved problems.

The Clerk had personal concerns about delays in meeting deadlines – response to consultations, implementing decisions, minute taking (four sets to type up after tonight's meeting). Cllr Knibb had asked for a report and investigations on the drainage ditch which could not be met as financial priorities, staff matters and **13. Review of Staffing Matters, Incremental Awards and National Minimum**

#### **Wage.**

Following discussion under confidential terms, **IT WAS UNANIMOUSLY RESOLVED** to note the new minimum working wage as £5.73 from 1<sup>st</sup> October 2008, to await the national pay award negotiations for local government and approve the incremental award agreed for staffing, subject to Finance and General Purposes Committee ratification.

