



extended to the council's Open Spaces Supervisor too. The Chairman noted that Vision coaching had confirmed they would attend a future council meeting to discuss possible summer coaching schemes. On behalf of the Committee, the Chairman thanked Mr. Brownhill for his hard work and congratulated him on the plans made thus far.

#### **7. Manager's Report and Hire issues.**

The Hall Manager's report was tabled and discussed, with members noting the Windsor bar refurbishment had now been confirmed for the week before Easter. The Hall Manager confirmed that the Fire Officer had visited the pavilion and recommended that an automated system be installed and she would therefore be arranging a further quote.

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

The report and trading analysis was noted by members.

#### **9. Proposal for long term agreement for Rental of York Room.**

Following careful consideration, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the proposal by Moorfield Dance School to refurbish and decorate the York Room as a dance studio be accepted and that the Hall Manager arrange installation of new windows (with integral blinds) and a replacement fire door. The Hall Manager was asked to organise written confirmation for a 3 year period initially, with a possible 2 year extension, on the hire charges outlined, with annual increases being applied in line with hire rate changes. Members noted that the move to this room would release the Spencer Hall and Windsor Room to be available for new customers, one of which was already anxious to book every week. Times of sessions would normally be in line with when staff were already on site and existing customers using the York Room could easily be relocated to the former council office, which the Hall Manager would arrange.

TK  
asap

#### **10. Review of operation of A Rate Hire Charges and Session Arrangements.**

Following discussion of concerns and explanations of part session/short-term availability, which had been discussed with one councillor already, members realized and accepted why alternative charges were in place to fill previously unsold slots. The Hall Manager was asked to briefly clarify further the system in operation ready for the next meeting.

TK  
30/4

#### **11. Pavilion Community Café.**

Members noted that the proprietor had reluctantly withdrawn from the plans to launch a Community Café at Easter and accepted that plans should therefore be deferred to the summer. Following consideration, members **AGREED** that the Community Café working party (Cllrs Mrs. Allen, Knibb, Miss Ward and Whelan) be reconvened and consider afresh what plans could be made and report back to Committee at the May meeting.

WP  
7/5

#### **12. Heritage Festival at Bradford Gardens.**

Members noted the report on the site meeting held in March and the Clerk confirmed that the additional information requested had also been received. Following consideration, **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Hayes, **IT WAS RESOLVED** that in the light of additional information and reassurances at the site meeting, the following changes made by the Clerk under delegated powers to help the organisers be ratified: 1) setting up could commence at 7.30 am to alleviate problems with contractors arriving and gaining access to Bradford Gardens from Southfield Road; 2) gazebo's and other structures could remain overnight subject to security being in attendance and a list of all vehicle registration numbers remaining on site overnight to be kept with a copy to be provided to the Parish Council; 3) A copy of the Organiser's Risk Assessment to be provided to the Parish Council prior to the end of March. The Organiser to ensure that they receive a

copy of the Risk Assessment completed by all contractors and people organising activities using the site; 4) a joint site inspection with the Parish Council on the 9th May – time to be confirmed; 5) A copy of the Organiser’s Public Liability Insurance Cover and outline plan to be provided with current risk assessment prior to the end of March; 6) The Parish Council to do its own risk assessment prior to the event as owner of the land.

Cllr Knibb abstained from the vote.

### **13. Grounds Maintenance Tender 2015-2019.**

Due to missing information, members deferred consideration of the details. It was **AGREED** that a working party be established comprising of Cllr Mrs. Allen and Cllr Hicks (to be confirmed in his absence) and two members invited from the Finance and General Purposes Committee, with a date to be set quickly. The Clerk had some potentially useful information from a recent training event.

FGP  
9/4

### **14. Quarterly Playground Inspection Report.**

Members noted the maintenance report and the Clerk confirmed this was in addition to the annual RoSPA inspection that took place at the end of each summer. Members asked for clarification of the charges and a report prior to the end of arrangements put in place.

Clerk  
7/5

### **15. Residents’ Concerns.**

A member reported that a resident had contacted her to report a problem with post from the council office and the Clerk confirmed that an apology had already been made by her to the resident and accepted. It was also noted that two potential candidates for co-option had confirmed they would not be applying to join as they were currently unable to meet the requirement to attend meetings. A member referred to the visitor who had difficulty locating Arden Hall to attend Blood Donors and following discussion, member suggested that the previous plan for the council to install brown direction signs to ‘Arden Hall’ be investigated with other signage plans for Castle Bromwich.

Asst. Clerk  
04/14

### **16. Working Parties.**

Members of the Buildings Working Party (Cllrs Mrs. Allen, Amos, Mrs. Haywood, Hicks, Hiley, Horne-MacDonald, Riordan, Whelan) confirmed the next meeting would be on 7<sup>th</sup> May at 6.30 pm prior to the Leisure Services Committee. Cllr Mrs. Haywood asked for her apologies be noted.

WP  
7/5

### **17. Clerk’s Report/Open Spaces Report.**

The Clerk reported there was no further information on quotes for bollards at the Small Green as staff had been dealing with several other issues. A change in keyholding had been made at Hob Farm and was kindly being done on a voluntary basis by a parishioner, although a Warden had attended to lock one Sunday night.