

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY, 2ND JULY 2014
AT 7.30 PM**

Those present:

- Chairman** Cllr I Hiley
- Councillors** Cllr Mrs. P Allen Cllr E Knibb Cllr J Riordan
 Cllr M Hayes Cllr M Rashid Cllr Miss J Ward
 Cllr Mrs. A Haywood [Items 1-14 only] [Items 6-end only]
- Officers:** Mrs. C Tibbles, Clerk to the Council/RFO
 Mrs. T Kite, Hall Manager/Licensee [Items 1- 9 only]
- Public:** No members of the public.

1. Apologies.

The apologies from Cllr E Hicks and Cllr A Terry were noted for the reason given.

2. Declarations of personal or conflict of interests.

Nonedeclared.

3. Dispensations.

None requested.

4. Minutes of the previous Meeting.

With the addition of Cllr Riordan to the list of members present, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Rashid, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 4th June, 2014, having been circulated, be signed as a true and correct record of the Meeting.

5. Terms of Reference.

Members noted the terms of reference, as agreed at the last council meeting and they were duly signed by the Chairman, the Vice-Chairman and a member.

6. Questions from the Public.

Under Standing Order 70, the Chairman prepared to suspend standing orders to invite questions from members of the public but there were none in attendance. The Hall Manager submitted a letter to the Chairman of the Committee from a hirer requesting an urgent meeting to discuss a serious concern about their future bookings being affected by the sound limiter. Following consideration of procedures, **ON THE PROPOSITION** of Cllr Knibb, **SECONDED BY** Cllr Mrs. Allen, **IT WAS RESOLVED** that the Chairman contact the hirer and invite them to meet him/available members to listen to their concerns. The question would be placed on the next Council agenda.

7. Manager’s Report and Hire issues.

The Hall Manager’s report was noted and the falling bar takings discussed. A new gas meter had been installed for Arden Hall, with ‘smart’ technology. Advertisements had been prepared for three job vacancies, which would be a priority for appointing. The new cellar equipment in the Windsor Bar had failed during a function and caused some additional waste, and a cooler had also broken. Thankfully now both were rectified and working normally. Later in the meeting, members asked that the request for drop-in sessions by Health Trainers in Arden Hall foyer be actioned by the Hall Manager, as this was in line with other groups utilising the building for the benefit of visitors and local residents. The Clerk undertook to pass on details.

8. Bar Stock Report.

The report and trading analysis was noted by members and discussion on exploring

ACTION

IH
3/7

Clerk/Hall
Mgr
asap

hours of operation and additional promotion of conference and other facilities to make up the financial shortfall.

ACTION

9. Ice Cream Trading – application to trade in the car park.

Following careful consideration, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Miss Ward, **IT WAS RESOLVED** that the application from a local business be accepted and permission be given to trade in the car park at the rear of Arden Hall for 1 hour per day Monday to Friday and 2 hours per day on Saturdays and Sundays, selling ice cream and cold soft drinks for a period of 12 months after payment of an annual fee, as offered. The council reserved the right to give one month’s notice to suspend the arrangement. A review of operating hours would take place prior to the end of the agreement. The Hall Manager would arrange for a reserved parking place next to the tennis court gate entrance. When the relevant documents had been supplied, an exemption confirmed of byelaw no 12, risk assessments in place and the insurers notified of the agreement, the Hall Manager could permit the arrangements to commence.

Hall Mgr
11/7

Hall Mgr
Asap

10. Community Energy Warwickshire.

The Hall Manager had completed surveys of the buildings and members would be supplied with copies for consideration in September (although early copies would be helpful for members of the Buildings working party). Bills from Severn Trent for the past year were tabled to allow members to assess metered usage.

Hall Mgr
18/7

11. Vision Sports.

The Clerk updated members on the publicity already organised jointly with Vision Sports and she was pleased to report that bookings to reserve places were being received by Vision already. She needed to ensure that posters were correctly displayed, that booking arrangements were ready to be confirmed. Cllr Mrs. Haywood asked if Castle Bromwich Junior School had been given information and the Clerk understood that Vision had made contact directly. Cllr Knibb thought a similar scheme was operating at the Junior School during the holidays via the Unity collaboration.

Wardens
asap
Clerk
8/7

12. Tree Survey/Planting.

Members noted the report on the remainder of the open spaces had still not been received. Following discussion, **ON THE PROPOSITION** of Cllr Rashid, **SECONDED BY** Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that a quotation be requested for supply and planting in autumn of ten chestnut trees (species to be advised by Midland Forestry) of approximate 18-20 cm girth. Trees to be planted at Whateley Green and the Village Green and if survival was successful then additional budget to be considered to supplement earmarked reserves for a large planting scheme in 2017.

Clerk
07/14

13. Residents’ Concerns.

Members noted and discussed some of the recent concerns.

14. Working Parties.

At the request of the Chairman, dates were set for working parties as follows:

Buildings & Open Spaces – 23rd July, 7 pm – 8 pm (Spencer Lounge)

Grants - 23rd July, 8 pm – 9 pm (Spencer Lounge)
to consider specific projects

Events (Carol Concert) - 8th July, 9.30 am (Meeting Room, Council Offices)

to be attended by Cllrs Allen, Hayes, Haywood

Clerk/ Hall
Mgr
asap

Members as
required

15. Clerk’s Report/Open Spaces Report.

The Clerk reported that a Warden had helped locate a missing person from a nearby establishment, a mini bike had been reported in the playing fields and details logged, an ambulance had attended a spectator at one of the tournaments in the park, details of other park matters would be handed over to the Hall Manager by the Clerk.

Clerk/ Hall
Mgr
11/7