

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 2ND SEPTEMBER 2009
AT 7.30 PM**

Those present:

- Chairman** Cllr Mrs. A Haywood
- Councillors** Cllr Mrs. P Allen Cllr I Hiley Cllr M Hayes
Cllr Mrs. B Wilkins
- Officers:** Mrs. C Tibbles, Clerk to the Council
Mrs. T. Kite, Hall Manager [Items 1-6]
- Public:** None.

1. Apologies.

The apologies from Cllr Mrs. T Knibb, Cllr Rashid, Cllr J Riordan and Cllr Miss J Ward were accepted for the reasons given. Cllr R Amos was absent.

2. Declarations of pecuniary or other interests.

Cllr Hiley declared a personal and prejudicial interest in Item 6 and had a brought a sample product from his window company.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Mrs. Wilkins, **SECONDED BY** Cllr Mrs. Allen and with 5 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 1st July, 2009, having been circulated, be signed as a true and correct record of the Meeting.

4. Manager’s Report and Arden Hall issues.

Members noted the Manager’s Report, including one cancellation approval, and discussed hire issues, including hirer’s comments to Duty Managers on improvements to the building and better cleaning standards that were frequently noticed by visitors. The Hall Manager felt that if there been a more detailed maintenance programme established many years ago with a forward-looking approach, then the current state of repair would have been avoided. However, following the sound investment in the new frontage, it could be possible to build further on this success if longer-term views and benefits were prioritised. Members agreed with the Clerk that there were sound improvements to the current standards of Hall management and standards, with concerns in other areas becoming more prevalent. After extensive discussion, **IT WAS UNANIMOUSLY RESOLVED** to hold a special meeting of the Leisure Services Committee, in the Pavilion, with all parish councillors and the Hall Manager in attendance. On this occasion the agenda would prioritise pavilion matters, with restricted items for other routine issues being noted/deferred to the November meeting.

5. Bar Stock Reports.

Under confidential terms, members noted the bar stock report, as detailed in the confidential appendix for members only.

6. Quotations and future work.

There were no quotations for consideration. At the invitation of the Chairman, Cllr Hiley demonstrated the sample sealed window unit, with integral blind, which he informed

ACTION

All members
7/10

N.B. All Minutes are deemed as draft until formally approved and signed members had been installed elsewhere by his company recently. This was a dearer product than separate windows and blinds but there would be advantages in other areas with no damage by customer use/abuse and cleaning of blinds would be eliminated. There were options for toughened glass (a requirement for the Hall Manager), gas filled cavity, laminated or energy efficient glass. There were no further questions from members and Cllr Hiley took no part in consideration or further discussion. **ON THE PROPOSITION** of the Cllr Mrs. Wilkins, **SECONDED BY** Cllr Hayes, with 4 votes in favour, none against and 1 abstention, **IT WAS RESOLVED** to seek comparative quotations for the Spencer Lounge, the Windsor Room and the Spencer Hall (high windows) for this type of installation in addition to the quotations for replacement UPVC windows. Members were not committing to any design preference at this stage but wished to explore all options to keep Arden Hall viable until decisions were made by the Council as a whole on the future of the building. On behalf of members, the Chairman wished Mrs. Kite a happy birthday before she left the meeting.

7. Residents' Concerns.

Members noted the circulated information and commended the work of Sgt. O'Reilly and his team who had successfully dealt with the prompt removal of travellers from Bradford Gardens. The Clerk would write and express the thanks of the Council. Members also noted the removal of rubbish from the site after the vehicles had left and the Clerk confirmed this had been done by the Park Warden, who would also be thanked.

Clerk
asap

Clerk
asap

8. Working Parties and reports.

Cllr Mrs. Allen reported that on Sunday 30th August she had attended the Fun Day in the playing fields and although the weather and crowds had not been marvellous, the day had been successful. Unsold plants that she had prepared were instead planted in the Garden of Memory. The Park Warden helped the Club to address H&S matters to adhere to the risk assessment that had been submitted.

9. Provision of Bins.

Positive comments had been made to members about improvements in the state of the Village Green. **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Mrs. Wilkins, with 5 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the matter be deferred to the November meeting. The Clerk had purchase and installation costs available for bins but the additional cost of emptying would be ongoing and varied according to frequency.

Clerk
4/11

10. Terms of Reference.

ON THE PROPOSITION of Cllr Hiley, **SECONDED BY** Cllr Hayes, with 5 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the terms of reference be signed.

11. Payments.

Following discussion, **ON THE PROPOSITION** of Cllr Mrs. Wilkins, **SECONDED BY** Cllr Hiley, with 5 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the payments as circulated by approved.

12. Clerk's Report/Open Spaces Report.

Having just returned from holiday, the Clerk was endeavouring to catch up with events which occurred during her absence. Most members would have seen the email correspondence from Cllr Knibb, Cllr Harris and Cllr Mrs Knibb with regard to the future of Arden Hall and were asked to note that the Assistant Clerk had sought advice from WALC on the statements made. The emails querying the Clerk's response to Members Questions at the last meeting had also been actioned by the Assistant Clerk, with advice since received from WALC and tabled for all members to see the helpful

Castle Bromwich Parish Council

N.B. All Minutes are deemed as draft until formally approved and signed clarification received, which members noted. Travellers had arrived and in her absence, helpful information given to the Assistant Clerk by members, who supported the police in enforcing the byelaws. The Clerk sincerely thanked everyone who helped resolve this incident promptly for the benefit of all parishioners. A problem had occurred with overfilling of bins at Arden Hall by disposal of surplus building supplies by a hirer. Information was tabled for members on dog fouling on open spaces in preparation for discussion at the November Leisure Services meeting, to include email request from Cllr Harris for improved signage about dog fouling. The Clerk was awaiting a response from Rospa regarding her modification to the gate mechanism and she reported an accident requiring an ambulance for a youth who fell off the zipwire, with reports available for members to view. Unfortunately the risk assessment from the Castle Bromwich Cricket and Sports Club for the fun day was delayed and not available before her leave commenced. A special meeting to discuss the risk assessment for the event was held on Saturday, 22nd August with the Assistant Clerk, Cllr Hiley, Cllr Mrs. Allen and two Club representatives. The Club had queried the £52.50 charge for the extended hours but the Clerk informed members this was the same as the council charged for any bar extension and was paid by the club in December 2008. Following concerns raised by residents, the Clerk had spoken to the young lads who had cut the grass and marked out a cricket wicket at Hob Farm, explaining that it was not allowed and to ask them to play in the centre of the field instead of by their back garden gate. She had also confirmed football arrangements with teams and Wardens, with pitches being marked that day and goal posts erected ready for the season starting at the weekend. An incident had occurred inside the pavilion with witnesses giving helpful support. Litter collections had been increased on the Village Green and a letter sent to residents (delivered by hand). Complaints regarding playing field litter had been actioned by wardens. The final inspection approval for frontage replacement had been confirmed by the Borough Council. Members wished to review the grounds maintenance contract and the Clerk would provide copies for members in preparation for the November meeting. Results of the playground assessment by the Borough Council were awaited. The Castle Bromwich Festival was taking place on 12th September and it was delegated to the Clerk to make arrangements for a stall to promote Arden Hall, hirers and the Parish Council, together with forthcoming events. Members who were available to help for part of the day were asked to let the Clerk know their availability.

11. Land Matters.

Under confidential terms, members noted that the Clerk had sought advice from the Parish Council's solicitor on the licence issues.

Clerk
Oct.09

Council
29/9