

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY, 2ND SEPTEMBER 2015
AT 8.35 PM**

Those present:

Acting Chairman Cllr Mrs. P Allen

Councillors Cllr E Hicks Cllr J Riordan Cllr Miss J Ward
Cllr E Knibb Cllr K Shaw
[except part Item 7]

Officers: Mrs. C Tibbles, Clerk to the Council/RFO
Mrs.R. Gorton, Asst Hall Manager [Items 1- 8 only]

Public: No members of the public

1. Election of Chairman.

In the absence of the Chairman and the Vice-Chairman, **IT WAS AGREED** that Cllr Mrs Allen chair this meeting, which was starting late due to the earlier council meeting.

2. Apologies.

The apologies from Cllr Hayes, Cllr Mrs. A Haywood and Cllr I Hileyand were accepted for the reasons given. Cllr M Rashid was absent.

3. Declarations of pecuniary or conflict of interests.

None.

4. Dispensations.

None requested.

5. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Knibb, **SECONDED BY** Cllr Hicks, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on 1st July, 2015, having been circulated, be signed as a true and correct record of the Meeting.

6. Questions from the Public.

Under Standing Order 3(d), the Chairman prepared to temporarily suspend standing orders for 15 minutes and invite questions from members of the public but there were none present.

6. Manager's Report and Hire issues.

Members noted the Hall Manager's report and quotations that had been circulated. A new weekly hirer had booked the pavilion for a children's group and sports coaching had taken place during the summer school holidays. Members considered the building and maintenance quotes and **ON THE PROPOSITION** of Cllr Shaw, **SECONDED BY** Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** to defer replacing the door intercom and alternatively the Duty Manager should be supplied with a pay as you go mobile phone to carry. The number would be displayed on the doors and visitors could call to request access if the office was not manned and the new system trialled for 2/3 months. Mrs. Gorton was asked to obtain two phones so that a replacement could be given to the Wardens. The two quotations for replacing the uneven slabs at the side of Arden Hall were considered and members noted that two companies had failed to quote. **ON THE PROPOSITION** of Cllr Knibb, **SECONDED BY** Cllr Miss Ward, **IT WAS RESOLVED** to accept the quote from

ACTION

RG
asap

RG
9/9

Heartlands Garden Services for £3,657 to dig up, lay hard-core and reinforced steel mesh and then concrete the area. The quotes for replacing damaged bollards were then considered and **ON THE PROPOSITION** of Cllr Shaw, **SECONDED BY** Cllr Hicks, **IT WAS RESOLVED** that Mrs. Gorton should negotiate the job with Heartlands Garden Services and obtain best value upon acceptance of the larger job at Arden Hall. Members noted the Hall Manager was satisfied with the conclusion of an investigation by a hire group into the conduct of a member and as apologies had already been made, the incident was closed. Members verified that the member of staff involved was content with both the apology and conclusion.

ACTION

RG
9/9

7. Bar Stock Report.

Members discussed the bar stock reports. Trading analyses for two periods were tabled. Following concerns about the stock deficit at 25/7/15 the Asst Hall Manager was asked to verify the figures to investigate the % recorded and members requested a report/explanation for the next meeting. The Clerk was asked to confirm the acceptable parameters. The smaller stock surplus at 16/8/15 was noted.

RG
asap
TK
30/9
Clerk
30/9

8. Report on Storage for Hirers.

In the absence of information from the Hall Manager or the Chairman, the matter was deferred.

TK/IH
30/9

9. Request from hirers to hold events to fundraise and donate to the parish council for support of the arts.

Due to the absence of Cllr Hayes, there was no information available for members to consider. The matter was deferred.

MH
30/9

10. Review of Commercial Contract and conditions.

Members noted that contract conditions needed reviewing and a target date would be beneficial.

TK
tbc

11. Working Parties.

No reports were given.

12. Residents' Concerns.

Members noted the report had been delayed due to the Clerk working shorter hours.

13. Clerk's Report.

The Clerk reported that additional information had been provided by the Hall Manager to the council's insurers and the claim assessment had been concluded, with liability being accepted.