

**MINUTES OF THE MEETING OF THE  
LEISURE SERVICES COMMITTEE  
HELD IN ARDEN HALL, CASTLE BROMWICH  
ON WEDNESDAY, 3RD JULY 2013  
AT 7.30 PM**

**Those present:**

**Vice-Chairman** Cllr I Hiley

**Councillors** Cllr Mrs. P Allen Cllr E Knibb Cllr J Whelan  
Cllr M Hayes Cllr Miss J Ward

**Officers:** Mrs. C Tibbles, Clerk to the Council/RFO  
Mrs. T Kite, Hall Manager/Licensee [Items 1-7 only]

**Public:** No members of the public.

**1. Apologies.**

The apologies from Cllr Mrs. A Haywood, Cllr E Hicks, Cllr M Rashid and Cllr Mrs. Wilkins were noted for the reasons given. Cllr R Amos was absent. Due to the number of absent members, the Clerk was asked to verify that the meeting was quorate, which she did.

**2. Declarations of personal or conflict of interests.**

None declared.

**3. Dispensations.**

None requested.

**4. Minutes of the previous Meeting.**

**ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 5<sup>th</sup> June, 2013, having been circulated, be signed as a true and correct record of the Meeting.

**5. Manager's Report and Hire issues.**

The Hall Manager's report contained details of a request by a new hirer for a regular evening booking, which was welcomed by members. It was reported that a member of the bar staff team had left and a replacement was hopefully being recruited.

**6. Bar Stock Report.**

The report and trading analysis was noted and discussed by members.

**7. Stage Lighting Report.**

The Hall Manager informed members that the request for a breakdown of the quotation into the different elements had not been supplied by Stage Lighting Productions as the Committee had requested. Therefore it was not possible for councillors to evaluate what was essential, affordable, required or advisable. There had been safety concerns again with the lighting system the previous Thursday, unfortunately on the day that a stage show was taking place. **ON THE PROPOSITION** of Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that the Hall Manager should notify Stage Lighting Productions that they were no longer required to attend the meeting with hirers. As they were originally invited to clarify any questions, in the absence of the required quote members felt that was no longer pertinent. In preparation for the meeting, **IT WAS FURTHER AGREED** that the Hall Manager prepare a statement of facts to update/remind everyone of developments since the March meeting. Members clarified the topics to be included on the next agenda that would be the focus of their considerations.

**8. Annual Inspection.**

This had taken place on 27<sup>th</sup> June, unfortunately in the pouring rain. A report would

**ACTION**

Hall Mgr  
Asap

Hall Mgr  
Asap

Clerk  
5/6

follow later but the Clerk informed members that the pavilion guttering repairs had been allocated to a Warden to complete quickly. Members commended this practical response and asked that staff be thanked for their positive contributions which helped tremendously to keep maintenance costs down for parishioners.

**ACTION**

Clerk  
Asap

### 9. Sports Pitches.

The Clerk regretted that the allocation of pitches had been prepared but not completed, due to other hire issues and meetings taking priority.

Clerk  
Urgent

### 10. Residents' Concerns.

Members noted the information circulated and discussed the necessary replanting of saplings. **ON THE PROPOSITION** of Cllr Knibb, **SECONDED BY** Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that the council's two contractors be asked to quote for replanting some of the saplings from the Woodland Trust, being nurtured in the playing fields, into the Village Green, possibly alongside the new development to create a natural barrier.

OS Sup'r  
08/13

### 11. Report of the Footloose Sub-Committee.

The minutes of the meeting held on Monday 17<sup>th</sup> June, 2013 were tabled. Members questioned if the delivery and fitting of equipment would take place on the same day, which was not outlined originally. Members instructed installation should take place on 18<sup>th</sup> July or after, when the Clerk was on site in case of any problems, and that the press release should be seen by the Clerk before being issued.

Asst. Clerk  
4/7

Sub-Comm  
Next mtg

### 12. Storage of Equipment/Demolition of Garage.

After discussion, members referred this matter to the next meeting of the full council.

Council  
31/7

### 13. Working Party Reports.

Cllr Mrs. Allen, on behalf of herself and Cllr Mrs. Haywood, requested 3 bags of bark in the autumn to stop weeds at the War Memorial garden. **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** that approximately £16 should be identified to fund this purchase.

Clerk  
09/13

### 14. Clerk's Report/Open Spaces Report.

The Clerk had tabled documents on the Hob Farm Consultation (with members comments invited by 11<sup>th</sup> July before being issued to residents and users of Hob Farm w/c 15<sup>th</sup> July); invitation to members to review their contact details and returning preferences to the Clerk by 31<sup>st</sup> July; report from the Assistant Clerk on quotations and dimensions for the Village Green notice board which would be placed on the July Council agenda; response of Castle Bromwich Cricket and Sports Club declining consent for publication of the independent investigation report. Members noted that repairs had been necessary for the Pavilion CCTV system; the tennis court repainting had been delayed by the weather but repairs to cracks had been completed on 20<sup>th</sup> June; a hirer had reported losing money in a function room which had been actioned by staff who retrieved and returned it quickly; an alarming incident of dangerous driving in the car park had been reported to the clerk and to the police; a report was also made regarding criminal damage to the cricket pitch but the case was closed by police after ascertaining the validity of certain threats; photographs had been received of the recent soccer tournament attended by the Chairman of the Council in preparation for a press release; the Clerk had covered a shift in the park due to no staff availability; tarmac path repairs were being undertaken, including improved access to the Garden of Rest; the roundabout repairs had been completed and although expensive, it was justified as a very popular piece of play equipment; a meeting with a potential contractor that day had not taken place as he had failed to attend. Finally, she reported that a meeting had taken place between a hire group and the Clerk and Open Spaces Supervisor to try and agree protocols for better working.

Members  
11/7

Members  
31/7

Council  
31/7