

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 3RD DECEMBER 2008
AT 7.30 PM**

Those present:

Chairman	Cllr Mrs. A Haywood		
Councillors	Cllr Mrs. P Allen	Cllr M Rashid	Cllr A Terry
		Cllr J Riordan	Cllr Miss J Ward
Officers:	Mrs. C Tibbles, Clerk to the Council Mrs. T. Kite, Hall Manager [Items 1-5]		
Public:	None		

1. Apologies.

The apologies from Cllr E Knibb, Cllr Mrs. T Knibb and Cllr Mrs. B Wilkins were accepted for the reasons given.

2. Declarations of pecuniary or other interests.

None declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Riordan, **SECONDED** by Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 5th November, 2008, having been circulated, be signed as a true and correct record of the Meeting.

4. Manager's Report and Arden Hall issues.

Members discussed the report from Mrs. Kite, the Hall Manager and commended her suggestions. It was confirmed to amend the information sheets for hirers regarding the Lounge details. **IT WAS UNANIMOUSLY RESOLVED** to retain the Hire Bond at the existing rate of £200, with the Manager's discretion to be used on which events it was levied, in accordance with the hire regulations. The cancellations were noted with a partial refund confirmed for Mrs. Rotherham for her September 2009 booking, the charge to remain for the late notice cancellation for Spencer Hall on 2nd December and no refund for the Spencer Suite cancellation on 20th December in line with the hire regulations. The Clerk would endeavour to produce 2009/10 hire charge leaflets for distribution to hirers before 31st December, giving the required 3 months notice.

5. Bar Stock Reports.

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

6. Residents' Concerns.

Members noted the circulated information. The Clerk would reply to the concerns raised by Castle Bromwich United Youth Football team, as outlined.

7. Communications.

Routine communications and bulletins were noted and the Clerk tabled copies of the RoSPA Inspection report. The complaint about restrictions on park users was being investigated and 10 members had thus far confirmed they had no link with a youth football team as alleged.

8. Buildings Working Party.

After discussion, **IT WAS RESOLVED** that a meeting be held on Wednesday, 21st January 2009 at 7.30 pm, preceded by a site meeting at 6.30 p.m. for a maximum of 1 hour with the company who had successfully tendered for the AH frontage upgrade.

9. Budget Planning 2009/10.

After amendments made as agreed at the previous meeting, **IT WAS RESOLVED** the updated budget plan be duly accepted.

10. Payments.

Following scrutiny by Cllr Riordan, **ON THE PROPOSITION** of Cllr Riordan, **SECONDED** by Cllr Terry, **IT WAS UNANIMOUSLY RESOLVED** that the payments be approved.

11. Clerk's Report/Open Spaces Report.

The Clerk informed members that the planning application for Arden Hall improvements had been acknowledged, although a building regulations application had also been requested with a fee payable. The specification for the tender had been prepared and members invited to view it before being issued on 5th December. No suggestions were made for improvements/alterations. Volunteers were confirmed to undertake some alterations in Arden Hall reception area on 21st December.

Additional correspondence had been received from the Castle Bromwich Cricket and Sports Club and as there was an agenda item the Clerk suggested members clarify future agenda topics under that item. The Clerk had circulated a report that had been submitted to the council's insurers. Arden Hall's red carpet had been loaned to Park Hall School for their recent Celebration of Achievements evening and safely returned ready for our bridal fayre catwalk on March 29th 2009. Some councillors had attended a meeting with Worth Unlimited on 17th November and shown the youth workers possible locations for future activities. Lee Davis has since submitted their proposals to the Parish Council for consideration. The Clerk and the Hall Manager attended a North Solihull Business Forum meeting and heard some good marketing advice. A request for clarification on communications had been received and the Clerk reported advice received from WALC/NALC legal department. Under confidential terms, members considered that due to the sensitivity of this topic that advice be followed.

12. Village Green access request.

The Clerk had no additional information to report at this stage.

13. Business Proposals.

Under confidential terms, the Chairman signed the agreement with a catering company. Members were updated by the Clerk that during the premises inspection on 12th November it became clear the hirer was looking for larger premises and she had therefore suggested alternative contacts that he could pursue.

14. Castle Bromwich Cricket & Sports Club.

Under confidential terms, members noted the correspondence tabled from the Club. **IT WAS UNANIMOUSLY RESOLVED** that the Committee recommendations be actioned to progress matters further as soon as practicable.

Clerk
To confirm

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