



planting and he recommended bringing in the tree line away from the road to reduce the crown lifting requirement - 3m clearance on footpaths instead of 5.5m on highways. Members sought clarification on growing trees from conkers – not easy to do and took a very long time; recycling of waste from tree work – recycled as biomass for power stations; safety of trees, including diseased ones – unable to call any tree safe as it was a living thing but 3 years was a reasonable period for inspections; members to do own visual check on trees each spring/autumn (checking for rusty bleeding on trunk and leaf colour, healthy top third of tree) and if any specific concerns raised wish Midland Forestry he would make a site visit free of charge; price requested for cages on trees so that planting of 10 trees could be arranged; possible use of garlic treatment on diseased chestnuts – likely to be an expensive treatment but needed to be done at early stage of the disease so he felt too late for the council. On behalf of members, the Chairman thanked Mr. Walker for his enlightening talk.

ACTION

Members  
03/15

Clerk  
31/12

**6. Questions from the Public.**

Under Standing Order 70, the Chairman prepared to temporarily suspend standing orders for this item but there were none present.

**7. Manager’s Report and Hire issues.**

Members noted the Hall Manager’s report and for the benefit of those who had not received it, explanations were given. The Hall Manager was pleased to say that some local companies had booked the hall for training courses and also for their Christmas parties. The installation of new windows in the dance studio was nearly completed but there had been problems with the pavilion sewer pump and drain rods bought for the Wardens to try and clear any blockages. There had not been any applications for the Duty Manager vacancy and a resignation received from a long-serving member of staff. Bar staff had met in November to review product range and she had agreed to stock some of the more fashionable drinks. A breakdown had been provided of annual hire income for Arden Hall/Pavilion and Bar income for Arden Hall for the past four years and current year to date. A breakdown also provided interesting data on the number of weekend functions in the past 3 complete years and current year to date, comparing bookings with and without bars. The Chairman reported to members he had received a letter from a hirer who sought assurances regarding the sound limiter review and the Chairman undertook to speak to them and explain how the existing resolution was bound by standing orders. Members and the Hall Manager then discussed the possibility of organising council functions to generate income from funeral receptions, entertainment nights and other business opportunities. A member sought confirmation of staff responsibility for marketing and promotion. Members were asked to consider this topic further and bring their marketing ideas to the next Council meeting for discussion.

IH asap

AEH asap

Members  
17/12

**8. Bar Stock Report.**

The Hall Manager asked members to correct the year to date figure in the report, the contents of which were then duly noted.

**9. Review of Hire Charges.**

Cllr Riordan declared a conflict of interest in this item as he was a treasurer for one of the hire groups so would take no part in this decision. Following discussion and careful review, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED** by the Chairman, **IT WAS RESOLVED** that following the successful refurbishment of the Windsor Room, the hire charge should increase to be the same as Lounge weekday rates, the late discount offer should be removed from the hire charge leaflets and only used at the Hall Manager’s discretion, the sports pitches would remain the same price. The Hall Manager said she had sanctioned casual pitches out of season, using cones instead of line markings, which had generated some income.

Hall Mgr  
31/12

**10. Grounds Maintenance – Award of Tender.**

Following careful consideration, under confidential terms, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** to make a recommendation to the Council for consideration and decision on 17<sup>th</sup> December. Dockets would be required for all work undertaken at each visit and if future invoicing was agreed on equal monthly instalments, then a credit would be required for any unfinished work prior to each year end. Quarterly monitoring meetings were also recommended. The Chairman asked for in-house provision to be explored at a future date.

ACTION

Council  
17/12

**11. Working Parties.**

In line with previous recommendations of the Buildings working party, Cllr Hiley offered to arrange for some preliminary information to enable members to agree on drawings being commissioned for a planning application to extend the Theatre Workshop to form two new storage areas, prior to demolishing the garages. On behalf of the Open Spaces working party Cllr Mrs. Allen reported that a date had been set for fourteen Park Hall Academy students and a Park Warden to plant bulbs, with helpful loan of equipment from the Youth and Community Partnership. She also reported that the Warwickshire Wildlife Trust had looked at all of the open spaces and felt that some sites were suitable for wildflower seeds and possibly eligible for external funding next year. The Chairman asked that the organisation report to this Committee with his designs and Cllr Mrs. Allen undertook to request this.

IH 12/12/14

PA/Warden  
& students  
12/12/14

PA  
asap

**12. Request for Memorial Donation.**

Following consideration, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** that the kind offer to make a memorial gift to the parish be gratefully accepted, with the suggestion that a memorial bench could be put on Whateley Green. The Clerk undertook to liaise with the family on the options offered and to thank them for the interesting historical information supplied.

Clerk  
asap

**13. Budget Planning 2015/2016.**

Members discussed some of the costs and noted the preliminary forecasts. However following the recent pay award, the Clerk had requested legal clarification on the implementation so was not yet able to calculate the revised salary costs, which would be complex. Members noted the reduction in bar bookings should proportionately reduce bar wages and expenditure figures would need to be updated after December invoices were processed. **ON THE PROPOSITION** of Cllr Hiley, **SECONDED** by the Chairman, **IT WAS RESOLVED** that Standing Order 1(a) be suspended to allow the meeting to continue for a further 15 minutes. Members discussed known factors for Pavilion and Open Spaces and **AGREED** that more time should be allocated at the January meeting for thorough discussion.

Clerk  
31/12

**14. Residents' Concerns.**

Members noted and discussed some of the recent concerns, asking for a resident to be notified that the police would be attending the next parish council meeting.

Clerk  
10/12

**15. Clerk's Report.**

Members confirmed that the information about the Hob Farm consultation should be delivered by hand to residents adjoining the open space. The Clerk tabled some documents for consideration at later meetings, including an update on the pay award. Members noted there would be a cost implication on the council recommendation for earlier shift start for Wardens.

Clerk  
31/12