

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY, 4TH JUNE 2014
AT 7.30 PM**

Those present:

- Chairman** Cllr I Hiley
- Councillors** Cllr Mrs. P Allen Cllr E Hicks Cllr A Terry
 Cllr M Hayes Cllr M Rashid [Items 5- end only]
 Cllr Mrs. A Haywood
- Officers:** Mrs. C Tibbles, Clerk to the Council/RFO
 Mrs. T Kite, Hall Manager/Licensee [Items 1- 8 only]
- Public:** No members of the public.

1. Apologies.

The apologies from Cllr E Knibb were noted for the reason given. Cllr Miss J Ward was absent.

2. Declarations of personal or conflict of interests.

None declared.

3. Dispensations.

None requested.

4. Election of Vice-Chairman.

ON THE PROPOSITION of Cllr Mrs. Allen, **SECONDED BY** Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that Cllr Mrs. Haywood be elected as Vice-Chairman for this civic year.

5. Minutes of the previous Meeting.

Members noted the clarification of the Clerk that the length of the hire agreement for the dance school and request for written confirmation of the operation of A rate hire charges and session arrangements were correctly recorded in the minutes. **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Rashid, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 7th May, 2014, having been circulated, be signed as a true and correct record of the Meeting. **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Mrs. Allen, **IT WAS RESOLVED** that the 3 year hire agreement with the dance school from commencement in 2014 would be operated, subject to satisfaction by both parties, be extended in 2016 for an additional 2 years to 2019 **AND** that after the initial 3 year hire period was reached in 2017, it was clarified that a notice period 6 months could be given by either party. It was noted that work was underway prior to any agreement being signed.

6. Questions from the Public.

Under Standing Order 70, the Chairman prepared to suspend standing orders to invite questions from members of the public but there were none in attendance.

7. Manager's Report and Hire issues.

The Hall Manager's report was tabled and discussed. Following a visit by the Chairman, it was suggested that the planned security changes plans be amended to reduce difficulties. The Chairman, with assistance from other members, would liaise with the Hall Manager to make the changes and an additional purchase would be made by the Clerk to compensate. The Clerk asked if there were sufficient power sockets available to move equipment and members sought clarification from insurers on alarm conditions for function rooms. Members noted the information from the

ACTION

Clerk
4/6

Hall Mgr
asap

IH/MH/EH
& Hall Mgr
asap

Hall Mgr
asap

Hall Manager regarding the installation of the new fire alarm system in the Pavilion and alterations to the emergency lights and the Fire Officer's recommendations were noted for implementation by the Hall Manager.

ACTION

Hall Mgr
urgent

8. Bar Stock Report.

The report and trading analysis was noted by members.

9. Community Energy Warwickshire.

Following consideration of information that members had received, members **AGREED** to explore further the options, with the Hall Manager being asked to complete the surveys on both buildings so that at the next meeting members could begin planning a way forward during the summer recess, probably via working party meetings. The Finance and General Purposes Committee would discuss grant applications at their next meeting. Members asked for information from recent bills from Severn Trent to assess metered usage.

TK
27/6

Admin Asst
02/07

10. Vision Sports.

In line with the Parish Plan, and in accordance with the agreement made by Council to provide a Football Summer Camp in the park, members enthusiastically discussed the forthcoming event, noting the report by the Clerk on the successful planning meeting held that day when publicity routes, byelaws, hire regulations, registration process and with a possible celebration event on the final day being considered (22nd August). Copies of the press release and flyers were tabled and members might be approached to assist with publicity if further help was needed.

Clerk
asap

11. North Solihull Cup Football Tournament.

Members noted the imminent tournament, the programmes that were about to be printed and the visits of the Chairman and the Vice-Chairman for the presentations.

MH/PA
Admin Asst
tbc

12. Heritage Festival at Bradford Gardens.

Members noted the emailed thanks that had been received from the event organisers.

13. Tree Survey.

Members noted the report circulated showing the part Tree Survey that had taken place in April and the completion in May of priority work that had been notified. Members were informed by the Clerk that a limb had fallen from a tree at the Village Green the previous day, with removal at 2 am by an emergency team. The council's arboriculturist had visited that day and the recommendation received was for the tree to be felled. She had already requested for a quote to be sent and asked for a date to be pencilled in for the work to take place, under her delegated powers and the Committee endorsed this action, agreeing not to wait for the report to be received in writing but to take action as a matter of urgency. The Clerk was asked to respond to the residents that had been in touch with the council. It was noted that information had not yet been requested on possible tree planting schemes but would be actioned at a later stage. Concerns were expressed about the small budgets and reserves available, which would likely need to be increased substantially in future years.

Clerk
Urgent

Clerk
later

14. Residents' Concerns.

Members noted and discussed some of the recent concerns raised by residents, specifically Beechcroft Park (local nature reserve); the forthcoming opening of the former Spitfire pub planned for September; the involvement of ward councillors meeting some residents in new properties who were unhappy about their assessment for council tax by Solihull MBC.

Asst Clerk
06/14

15. Signage – The Village Green.

Members noted the email from the Assistant Clerk and her actions about concerns raised by a resident experiencing problems with dogs and cyclists at the Village Green.

Clerk
06/14

16. Working Parties.

Members reviewed the composition of working parties established by this Committee and no changes to membership were felt necessary. It was confirmed that the

Pavilion working party be ceased. At the next Committee meeting, it was hoped to set a new date for the Buildings and Open Spaces Committee to meet in August.

ACTION
Buildings/OS
WP 08/14

17. Clerk's Report/Open Spaces Report.

The Clerk reported that Terms of Reference had been tabled and could be submitted to council for approval on 25th June, asking members to contact her if they had suggestions for changes. She tabled notes to members of the Grounds Maintenance Tender Party from a relevant conference presentation that had pertinent guidance for the council. The Open Spaces Supervisor was pursuing quotes for bollards at the Small Green/Village Green; staff had compiled the inventory of tools recently purchased and could add existing equipment; quote for outstanding repairs, as recommended by RoSPA, had been requested from Rampmental; opportunities for using SMBC Ranger Services were being explored; the North Solihull Ward newsletter had been received and circulated; photographs of the Village Green had been taken by Cllr Mrs. Allen and were on display; continued success of the voluntary keyholders at Hob Farm was noted with thanks; a security matter from Hob Farm was noted and concluded; incident in playing fields had been attended by an ambulance; staff had raised two H&S matters in the pavilion and been instructed to resolve with the Hall Manager and finally training opportunities were tabled and the importance of refresher training was highlighted, especially with imminent changes to Standing Orders.

OSS
05/14

Members
tba

