

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY, 4TH DECEMBER 2013
AT 7.30 PM**

Those present:

- Chairman** Cllr Mrs. A Haywood
- Councillors** Cllr Mrs. P Allen Cllr I Hiley Cllr M Rashid
 Cllr M Hayes Cllr E Knibb [Items 1-10 only]
 Cllr E Hicks Cllr J Whelan
- Officers:** Mrs. C Tibbles, Clerk to the Council/RFO
 Mrs. T. Kite, Hall Manager [Items 1-9 only]
- Public:** None.

1. Apologies.

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

2. Declarations of personal or conflict of interests.

None declared.

3. Dispensations.

None requested.

4. Minutes of the previous Meeting.

ON THE PROPOSITION of the Chairman, **SECONDED BY** Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday, 6th November, 2013, having been circulated, be signed as a true and correct record of the Meeting.

5. Questions from the Public.

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

6. Manager's Report and Hire issues.

Members noted the Hall Manager's report and were pleased to hear of two more new regular weekly hirers, this time for a morning diet and fitness class and an early evening pilates group. Further work had been completed to the stage working lights and the hirer with a forthcoming pantomime declared their delight at having different colour washes available for their use on an ordinary switch system. A new roof had been put on the Windsor Room cellar. A member of staff had recently gained a new qualification.

7. Bar Stock Report.

The report and trading analysis was noted and discussed.

8. Review of Hire Charges from 1st April, 2014.

Following discussion and consideration, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED** by Cllr Rashid, **IT WAS UNANIMOUSLY RESOLVED** that the daytime charges generally should be increased to reflect rising costs and that evening and weekend charges be adapted, with some reductions, in order to reflect improvements and remain competitive; sports pitch hire fees would mostly be retained without increases, apart from minor casual soccer for seniors.

9. Capital Projects 2014/15.

Following consideration, **IT WAS AGREED** that priority projects (if not completed by March 31st 2014) should be: for Arden Hall – new signage/improved frontage; heating improvements (particularly Spencer Hall); Kitchen refurbishments; stage frontage and curtains; research on future use of York Room and grant funding for installation of

ACTION

Hall Mgr/
Clerk
31/12

lift. For the Pavilion – replacement for garage storage/demolition of old garage; gents and disabled toilet refurbishment; kitchen adaption for community café, as required; shower room/dressing room external access; for Open Spaces – public toilet provision; play equipment and surface upgrade; fencing improvements; tree planting. Following discussion, **IT WAS AGREED** the Buildings working party should meet to establish a 10 year plan for building improvements to aid long term financial planning.

Buildings
WP - tba

10. Budget Planning 2014/2015.

The Chairman began by commending the financial workshop that had been held recently and then led members line by line through the draft budget plan. **IT WAS AGREED** that the suggestions made should be incorporated into the next draft, ready for preparation to Council for consideration (as appended in minute book).

Clerk
18/12

11. Residents' Concerns.

Members discussed the information previously circulated, noting previous similarities.

12. Working Party Reports.

Before the report was presented, the Clerk clarified that the Community Café group was a working party but had erroneously been referred to as a sub-Committee. The original resolution by this Committee to establish the group on 4th September was correct. A report was then given on the first meeting of the Community Café Working Party, attended by Cllrs Mrs. Allen, Knibb and Whelan when it had been agreed that a café facility was needed in the park, whether it should be a 'hole in the wall' selling ice-cream and drinks or a café with indoor facilities to sit down; peak levels were likely to be during school holidays and initial aims may be 10.30 am – 2.30 pm Monday to Friday as hirers used the Clubroom on Saturday and Sundays. It was felt that the Pavilion could not be used when the bar was in operation by the Sports Club. Ultimately it was hoped that it may operate from 10.30 am – 6 pm in the summer months, if successful. It was felt that the parish council did not have the resources to run it and should invite an outside concern to do so independently. A new public toilet in the park was possibly outside the financial range envisaged and suggested internal adaptations to the pavilion instead. It was suggested that catering students from College of Food/Park Hall Academy may be involved, although it could be difficult to ensure attendance. Members noted the report and after consideration, **IT WAS AGREED** that the working party should approach the current hirer who provided refreshments at weekends to discuss feasibility, reporting back to the January Leisure Services Committee with the outcome of their research.

Clerk
asapWP
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8/1/14

13. Clerk's Report/Open Spaces Report.

The Clerk reported that a nasty dog on dog attack had taken place in the park, which the owner was reporting to the police following the advice of Wardens and the Clerk; the new Open Spaces Supervisor had begun work and members commended the pleasing difference already noticed in the Pavilion clubroom; members had been supplied with information from the grounds maintenance contractor; following a site meeting at the Village Green, the Clerk suggested an amended location for the new noticeboard which would allow better visibility of both sides and members endorsed this. The Clerk had outlined to one hirer the possible changes to the Theatre Workshop but unfortunately been delayed in meeting a builder due to illness.

14. Licence – Castle Bromwich Cricket and Sports Club.

Members considered the revised document which continued many elements of the previous agreement and noted the new elements that would provide better protection for both parties. **ON THE PROPOSITION OF** Cllr Whelan, **SECONDED BY** Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that the amended document be returned to the council's solicitors with the supplementary information requested. **IT WAS NOTED** that the Club had not yet supplied the required information that the solicitor had requested, which would unfortunately delay the licence being issued.

Clerk
11/12Club
asap