

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 5TH JUNE 2013
AT 7.30 PM**

Those present:

- Chairman** Cllr Mrs. A Haywood
- Councillors** Cllr R Amos Cllr M Hayes Cllr E Knibb
Cllr Mrs. P Allen [Items 1-11 only] Cllr Miss J Ward
Cllr I Hiley Cllr J Whelan
- 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.

ACTION

1. Apologies.

The apologies from Cllr E Hicks and Cllr Mrs. Wilkins were noted for the reasons given. Cllr M Rashid 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 Amos, **SECONDED BY** Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that Cllr Hiley be elected as Vice-Chairman of the Leisure Services Committee for the Civic Year 2013-2014.

5. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Hayes, **SECONDED BY** Cllr Mrs. Allen, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 1st May, 2013, having been circulated, be signed as a true and correct record of the Meeting.

6. Manager's Report and Hire issues.

Members noted and considered the report from the Hall Manager and noted the cancellation of 30 rehearsals by one hirer with a consequential loss of some hire income. Members discussed excessive changes to priority booking requests by another hirer but felt that existing cancellation arrangements for A rate customers, as detailed in the hire regulations, were sufficient. Frequent changes to confirmed bookings by B and C rate hirers could be addressed by utilising other measures in agreements. A further repair had been undertaken to the stage lighting, which had been caused by a signal failure with the dimmer box.

7. Bar Stock Report.

The Hall Manager informed members the stocktake had been brought forward by one week to enable reports to be posted to members, therefore figures were slightly lower than anticipated due to it being for a shorter period. The report and trading analysis was noted and discussed by members.

8. Stage Lighting Report.

The Hall Manager tabled a second quote and following discussion, members requested that the costs be broken down into the different elements to aid understanding and transparency. Members noted that one hirer had their own sound system after successfully getting grant funding and it was hoped that local groups may wish to consider making applications towards the cost of lighting. **ON THE**

PROPOSITION of Cllr Hiley, **SECONDED BY** Cllr Amos, **IT WAS UNANIMOUSLY RESOLVED** that the Hall Manager should instruct the council's electrician to remove the old wiring and boxes that were causing failures and install 8 or 12 dimmable spotlights for basic stage lighting. As previously agreed, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the Clerk should write and invite the 3 hire groups that had attended the previous meeting (Castle Bromwich Theatre Group, Castle Bromwich Singers and Spectrum) to a further meeting. After discussion, **IT WAS AGREED** that the Finance and General Purposes Committee meeting on Wednesday 10th July should commence at 6.15 pm to allow the Leisure Services Committee to have an additional meeting at 8.30 p.m. to discuss the sole topic of stage lighting/sound equipment. The company who had quoted for the repairs would also be invited to attend to clarify any questions.

9. Annual Inspection.

Following consideration, **IT WAS AGREED** that members would meet in Arden Hall at 3 pm on Thursday 27th June for a briefing, prior to inspecting the priority areas at 3.30 pm, based on advice from the Clerk. Initial locations would be garages, theatre workshop and some boundary fences, with some other open space areas being inspected after completion of the agreed footpath repairs.

10. Terms of Reference.

Following consideration and in line with agreed procedures, **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the terms of reference be approved. The document was duly signed without any changes and recommended to the Council.

11. Tournaments and Sports Pitches.

Members were pleased to note the letter of thanks from Warwickshire Cricket Board for the continued support of the Parish Council by providing a venue for the sixth year running which allowed eight local primary schools to take part in the "Chance to Shine" Cricket Festival Day. This had been thoroughly enjoyed by all the children who participated and gave the Cricket Board an opportunity to support teachers with their professional development during the day which would help ensure cricket and sport could be sustained in these schools throughout the year. It was agreed that this was an opportunity for children that they otherwise would not experience. Following careful consideration, **IT WAS RESOLVED** that the invitation from Bromford Lions Under 9's team be accepted and the Chairman would be pleased to present the competition trophies on Sunday 29th June at the tournament. The Chairman also confirmed his wish to sponsor and present each team with a Match Ball, estimated to be £56 and to be funded from the Chairman's Allowance.

12. Neighbourhood in Bloom.

Following consideration, members felt an entry should not be made this year. However, it was suggested that a budgetary allocation for plants be made in the next financial year to allow an entry to be considered in 2014.

13. Residents' Concerns.

Members noted the information circulated and commented on the cars still being parked on the Village Green, the hours of operation of Timberley Service Station and the continued problem of queuing traffic on the Chester Road by motorists waiting for petrol, which was dangerous.

14. Report of the Footloose Sub-Committee.

The Chairman thanked Cllr Amos and his members for supporting this new sub-committee. The Clerk was asked to send a confirmation order, reduced by £320 as the spoil would not need to be removed by the contractor. It would be re-used in the park to alleviate flooding and, if there was enough, on Whateley Green to reduce the

ACTION

TK
Asap

Clerk
12/6

Members to
note

All Members
York Room
27/6/

Council
26/6

Admin Asst
asap

Clerk
7/6

Clerk
10/6
LSC
Oct/Nov 13

Clerk
7/6

hollows that also flooded there. There was no support from members for the contingency request and it was noted that the Clerk had existing delegated authority should any minor contingency problems occur during installation. The sub-Committee would need to prepare publicity in readiness for the opening and possible dates and plans should be explored.

Sub-Comm
Next mtg

15. Working Party Reports.

A meeting of the Pavilion Working party had been held that evening and members recommended that as the parish council had responsibility to all of its parishioners, and in addition a responsibility to future parishioners and councillors as custodians of the building and playing fields, the general needs and priorities currently should be better showers, adequate sports storage (garage size)/other storage (workshop size), public toilets, room for parish council to hire out and a café to sell refreshments. The next focus would be for all parish councillors to undertake research during the summer by making visits (jointly or individually) to see other new sports pavilions and assess the facilities that had been provided, whether owned by councils or by sports clubs. Initial locations may include Meriden and Banbury with other suggestions being welcomed. Members were asked to give names to the Clerk if they wished to visit together, possibly in August. After this, the council may be ready to consult further by asking existing and potential hirers what their views would be on a newly designed building, possibly outlining some options from summer research and the draft parish plan. Concern had been expressed regarding the delay in moving equipment out of the garage (which needed demolishing) and this would be placed on next Leisure Services Committee agenda.

All
councillors
before 3/9

All
councillors
31/7

Council
tba

LSC
3/7

16. Clerk's Report/Open Spaces Report.

The Clerk reported that she had no news yet on the application for a free new heating system for Arden Hall yet and was awaiting an announcement of the result of the bids. The wet weather had delayed completion of tennis court repairs but the stump had recently been removed from the dead tree in the park. A date was yet to be agreed for the footpath repairs. The allocation of seasonal football pitches was nearly complete with an adult team likely to be playing again in the park on Sunday mornings, subject to adequate child protection measures being met as youth teams would be on site and in the pavilion at the same time. Information was needed from the solicitor before the long-term licence could be offered for the youth football pitches. Bromford Lions had written to express their thanks for passing on details for a free training opportunity which they intended to pursue. The Clerk had contacted the police about the dog attack on the park warden but it had been confirmed that no statement was required from the warden as the police had sufficient information already on the owners who were responsible.