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**MINUTES OF THE MEETING OF THE  
LEISURE SERVICES COMMITTEE  
HELD IN ARDEN HALL,  
CASTLE BROMWICH ON  
WEDNESDAY, 5TH SEPTEMBER 2007  
AT 7.30 PM**

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**Those present:**

**Chairman**      Cllr J Riordan

**Councillors**

Cllr J Gibbins

(Items 7 –end)

Cllr Mrs. A Haywood

Cllr E Knibb

Cllr Mrs. J Smith

Cllr Miss J Ward Cllr Mrs. B Wilkins

**Officers:**      Mrs. C Tibbles, Clerk to the Council

**Public:**        1 member of the public.

**1. Apologies.**

None received.

**2. Declarations of pecuniary or other interests.**

None declared.

**3. Minutes of the previous Meeting.**

**ON THE PROPOSITION** of Cllr Mrs. Wilkins, **SECONDED** by Cllr Mrs. Haywood, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 4<sup>th</sup> July, 2007, having been circulated, be signed as a true and correct record of the Meeting.

**4. Manager's Report and Arden Hall issues.**

Members considered the July and August reports written by Mr. Witten and Miss Ratcliffe in the absence of the Hall Manager. **IT WAS RESOLVED** to approve a 50% refund to notified cancellations and to investigate the cost of providing additional smoking bins. Cllr Knibb asked why target figures for bar sales were lower than the previous year but this difference was thought to be the VAT and cautious budgeting. Mr. Witten's investigation into the lighting complaint was accepted. The Clerk additionally reported that she had cancelled a hire charge of £30.45 for the Spencer Hall by FIR as the hall had not been prepared and toilet facilities not acceptable. The failure to recruit a new cleaner had been exacerbated by staff holidays and the Clerk had apologised to the group/members. She was pleased to report that a new cleaner had since been appointed. The police were investigating the alarm activations complaint, the new ice machine was faulty and had been returned by Miss Ratcliffe who would pursue the next cheapest quote due to the unco-operative attitude of the company. As agreed at a previous meeting, a letter had been sent by Cllr Mrs. Wilkins to Mrs. Beebee, kindly drafted by Cllr Gibbins.

**5. Bar Stock Reports.**

This was deferred to the end of the meeting when, under confidential terms, members noted the stock reports, bar trading analysis and commencement of line checks by Miss

Ratcliffe.

## 6. Residents' Concerns.

Members noted the circulated information and were saddened by the repetitive nature of ASB problems but pleased to see the positive comments from a resident adjoining Hob Farm.

## 7. Communications.

Routine communications received since last meeting were noted as follows: WALC Solihull Area Committee minutes / Birmingham News / Opportunities bulletins / SCVS News / Survey into People Sleeping Rough in Solihull / letter of thanks for action following complaint / request for link on our website to renewable energy centre / new environmental waste legislation / North Solihull Business Forum newsletter / Castle Bromwich Echo / fiberglass wall linings & shower rooms flyer / free business check / Standards Board complaints procedure / request for information about precept increase / WALC Model Protocol for Member-Employee relations / disqualification of councillor for disrepute / Warwickshire Crimestoppers appeal for funds / Castle Vale community radio refusal / BT telephone system upgrade offer / Safety catalogue / DIS bulletin / Solihull MBC support service changes to Voluntary & Community Sector / River Tame Flood Risk Management / Lloyds TSB online banking services / MP Surgery dates / Remote Monitoring CCTV flyer / WM Travel bus information / WALC Newsletter / HM Revenue & Customs update / Adult Fitness equipment / ROSPA playground inspection / NS&I confirmation of account closure / Heartbeat newsletter / Making Better Transport Connections / Community Choice Adult Learning / Solihull MBC confirmation that election not required for vacancies. Also received: refusal of Arden Hall grant application by Big Lottery Fund / request for information about precept increase / resignation from Cllr Franklin / long service achievement of Village Halls Adviser / volunteer for Friends of Arden Hall / brochure for planters and street furniture / Sage payroll newsletter / Solihull Community Housing new office / Local Policy leaflet from University of Gloucestershire / Regenerating North Solihull newsletter / Solihull Tree Wardens minutes / Costco newsletter / WRCC AGM on Saturday, 13<sup>th</sup> October at Hampton Lucy / LCR Journal / Solihull Partnership newsletter / Clerk journal / Faith Action community organisation / Community Radio for North Solihull / Heartbeat NHS newsletter / Blag a Tagger (Solihull MBC/police graffiti report scheme) / Castle Bromwich Gazette and funeral details for the late Rosalie Bott, Editor.

After discussion of possible income opportunities, **IT WAS RESOLVED** that the Chairman's offer to investigate Parish Council website links be accepted to develop and expand facilities for the local community.

## 8. Annual Inspection.

Members discussed the updated situations and **IT WAS RESOLVED** to approve the quotations from M T Stibbs for £475 to replace 2 doors and from Direct Security for £423.60 to extend the system. The Clerk had met a roofing contractor that day to assess the problems and his report would prioritise the work and associated costs for the next meeting.

## 9. Tree Survey.

Members discussed tree matters, being grateful to Cllr Terry for his interest in being a Tree Warden. Cllr Gibbins said the Parish Council should soon receive a request from Solihull MBC to prepare a Deed of Grant to donate a part of the Small Green to widen the road by the shops at the Village Green. He suggested giving other open spaces to the Borough Council by Deed of Grant to reduce the responsibility on the Parish Council. Cllr Knibb said that open spaces had a value and whilst Cllr Mrs. Wilkins understood the motives of Cllr Gibbins, other members objected strongly to this suggestion. The Chairman felt it was parishioners' heritage and must not be given away to avoid financial obligation

– maintenance and planting costs would still be met by local taxation whether levied by the Parish Council or the Borough Council. Cllr Mrs. Haywood said that trees were important and such a decision would begin to erode what the Parish Council existed for and Cllr Mrs. Smith agreed. **IT WAS RESOLVED** that the Clerk should seek advice from Solihull MBC Tree Officers on the frequency of their inspections and the quotation was deferred to the next meeting.

#### **10. Lease for Castle Bromwich Cricket and Sports Club.**

Cllr Gibbins explained that the Club had concerns about the charges for training and could request a cost element be written in to the lease. He thought a lawyer should create a legal document rather than expand the existing lease. The Clerk advised that NALC could scrutinize a new lease but she was not aware of hire charges actually being paid by the Club for practice sessions or for children's coaching. Cllr Gibbins said the Parish Council needed to be involved if parts of the park were to be fenced off and that 'understandings' needed to be in writing. **ON THE PROPOSITION** of the Chairman, **IT WAS RESOLVED** that a further meeting be arranged between the Development Committee and Cllrs Gibbins, Knibb and Riordan to have preliminary negotiations on behalf of the Leisure Services Committee.

#### **11. Drainage problems of residents on Water Orton Road.**

Members discussed the recommendations from the site meeting and **IT WAS RESOLVED** that Cllr Terry's offer to excavate a ditch, with support, should be pursued. The grounds maintenance contractor had studied the problems and would be quoting his recommendations to resolve it. The Chairman thought a specialist contractor would be needed to overcome the access problems behind the tennis courts, with the removal of the fence, and Cllr Knibb warned of extreme expense of porous pipe with gravel, lowering of the weir and installation of a grille. The Chairman suggested that the tennis court fence be modified to allow easy removal of the fence panels at the back of the tennis courts. This would allow easy access to the ditch at the back of the tennis courts and obviate the need for a porous pipe. Suggestion to be investigated. **IT WAS FURTHER RESOLVED** to defer any investigation of the pitch drainage until the other works had been instigated and evaluated. The Clerk confirmed that football officials were satisfied with pitch conditions and it was rare for matches to be called off due to ground conditions. The Council would need to ensure that any voluntary workers were insured.

#### **12. Coleshill Town Band.**

Cllr Mrs. Haywood tabled the information she had researched and members discussed different entertainment options at Arden Hall. Future possibilities to be explored could be joint ventures with other local organizations, e.g schools to be approached by councillors who were governors and Castle Bromwich Hall Gardens to be approached by Cllr Gibbins. As the Carol Concert was a most popular event perhaps children could enter painting competitions/displays or themed nights with a proms concert or St. George's Day event. **IT WAS RESOLVED** that Cllr Mrs Haywood discuss a possible joint venture with the Band, possibly for April 2008.

#### **13. Hire Regulations.**

Members discussed the draft regulations prepared by Cllr Mrs. Wilkins and several amendments were suggested by members which would be incorporated for submission to the Finance and General Purposes Committee. Cllr Gibbins congratulated Cllr Mrs. Wilkins for her work. **ON THE PROPOSITION** of Cllr Gibbins, **IT WAS RESOLVED** that revised draft regulation be submitted to Finance and General Purposes committee .

**14. Installation of Bus Shelter at Bradford Gardens.**

**ON THE PROPOSITION** of Cllr Knibb, **IT WAS RESOLVED** to suspend Standing Order no. 1a to enable the remaining business to be concluded. After consideration, there was opposition to this request because of the vandalism, ASB and graffiti on the existing bus shelter opposite the proposed site. This was considered an eyesore and the majority of the Leisure Services Committee felt unable to support this request.

**15. Terms of Reference.**

The Chairman tabled the draft document he had prepared and consideration was deferred to the next meeting.

**16. Payments.**

**ON THE PROPOSITION** of Cllr Gibbins, **SECONDED** by Cllr Mrs. Wilkins, **IT WAS RESOLVED** that the payments as set out in the enclosure be approved.

**17. Clerk's Report/Open Spaces Report.**

The electrical repairs had been completed at the pavilion and notified to the insurers that the only 1 item of work remained outstanding due to access problem with locked garage. Outstanding playground maintenance work was due for completion the following week as parts had now been received. Summer activity schemes had been extremely successful but a huge increase in visitors, with many families using the park, had resulted in far more litter. Fly tipping of tyres had occurred at the Village Green but promptly cleared as they had been spread on the highway too and reported by residents to police. Football pitches had been allocated with no Saturday bookings and one invoice only partly paid. Staff continued to work extra shifts to cover holiday absences and new staff in all areas were being supported closely with induction and training to ensure that probations would be successfully completed. Two training sessions had been booked for Hall Managers on risk assessment and promoting yourself. The Clerk had attended a seminar by Zurich Municipal highlighting different problems that councils faced. The Cricket and Sports Club had booked the Windsor Room for a public meeting to discuss Pavilion Development in October at no charge. A request for mini-soccer facilities for under-11s had been received and would be considered further. The Firs British Legion had vacated the social club building and a bench had been offered to the Parish Council, which members agreed to accept and place overlooking the cricket pitch. Mr. Bob Amos wished to join the Arden Hall Working Party and would attend the next meeting when it was agreed.