

**MINUTES OF THE MEETING OF THE  
LEISURE SERVICES COMMITTEE  
HELD IN ARDEN HALL,  
CASTLE BROMWICH ON  
WEDNESDAY, 6TH MAY 2009M  
AT 7.30 PM**

**Those present:**

- Chairman** Cllr Mrs. A Haywood
- Councillors** Cllr Mrs. P Allen Cllr I Hiley Cllr J Riordan
- Officers:** Mrs. C Tibbles, Clerk to the Council  
Mrs. T. Kite, Hall Manager [Items 1-6]
- Public:** None.

**1. Apologies.**

The apologies from Cllr Mrs. T Knibb and Cllr Mrs. B Wilkins were accepted for the reasons given. Cllr Rashid and Cllr Miss J Ward were absent.

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

None declared

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

**ON THE PROPOSITION** of Cllr Riordan, **SECONDED BY** Cllr Hiley and with 4 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 1<sup>st</sup> April, 2009, having been circulated, be signed as a true and correct record of the Meeting.

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

Members noted the Manager’s Report, including a customer cancellation, and following clarification, deferred the review of a hirer contract to the next meeting. Members confirmed the C rate hire discounts for charitable/non-profit making events were still appropriate and delegated the Hall Manager to respond to the customer enquiry by quoting the discount given. It was also agreed to delegate the Hall Manager to trial the previously suggested ‘lucky dip’ system for one free event annually to hirers in this category. The flagpole had been repaired and relocated to a safer position. After discussion, **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Mrs. Allen and with 4 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that a half-page advertisement for Arden Hall hire facilities, costing £50, be placed in the programme by Yardley & District RFC who were raising funds for the ‘Help for Heroes’ charity. Members discussed at length the success of entertainment functions and Mrs. Kite was pleased to investigate further, with help from the Events working party as necessary. At the request of a member of the public, members re-examined cancellation aspects of functions by the Council to a hirer. It was confirmed that ‘all monies paid to the council would be refunded’ and the hire regulations wording should more accurately reflect this. Hire regulations reflected the liability of the council, in accordance with advice from insurers and the county Village Halls Adviser. **ON THE PROPOSITION** of the Cllr Riordan, **SECONDED BY** Cllr Hiley and with 4 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Hall Manager investigate insurance companies who may provide liability cover for event cancellations.

**ACTION**

TKite  
On-going

TKite  
6/5

TKite  
Asap

## 5. Bar Stock Reports.

Under confidential terms, members noted the bar stock report, as detailed in the confidential appendix for members only.

## 6. Arden Hall Improvements

The Hall Manager tabled quotations for improvements and following consideration, **ON THE PROPOSITION** of the Cllr Riordan, **SECONDED BY** Cllr Mrs. Allen and with 4 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Hall Manager arrange installation of 6 fluorescent lights in the Spencer Lounge at a cost of £385 by Radford Installations. **ON THE PROPOSITION** of the Cllr Hiley, **SECONDED BY** Cllr Riordan and with 4 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the lowest quotation be accepted to supply and fix white UPVC fascia to the side and rear level cladding at a cost of £457 by Horizon Roofing. **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Mrs. Allen and with 4 votes in favour, none against and no abstentions, **IT WAS FURTHER RESOLVED** that the Hall Manager seek quotations to skim the foyer ceiling in preparation for decoration.

## 7. Residents' Concerns.

Members noted the circulated information. The Clerk had not heard if the request to relocate the Selworthy road sign had been successful. Cllr Hiley reported problems at the Village Green on Saturday nights and had witnessed motorbikes gathering there prior to tonight's meeting. Members hoped the situation would be monitored.

## 8. Working Party reports.

Events and Promotions WP - Cllr Mrs. Allen reported the next Table Top sale was booked for 7<sup>th</sup> June and Cllr Hiley offered his help. Cllr Mrs. Allen asked if the Community Church could loan plates to help with the catering, which staff were assisting the Hall Manager with. Catering would be done in-house for the Civic Service on 14<sup>th</sup> June. In response to a question from Cllr Hiley, it was explained that working parties were responsible for arranging their own meetings and discussions and then reported back to the next appropriate committee/council meeting. Cllr Mrs. Allen volunteered to assist the Clerk with planning meetings for the Remembrance Parade. The Clerk was grateful for the help of Mrs. Jayne Hayes for taking photographs of the charity presentations at the Annual Parish Meeting and would enquire if help was available for marketing/publicity photos for the new montage board for the foyer.

## 9. Sports Matters.

Members noted the request for tennis court repainting which would require budget provision before consideration. The clerk was asked to seek clarification via the Joint Liaison Group on the status of the Tennis Club as the new stationery seemed unclear.

## 10. Payments.

Following explanation to a query by Cllr Mrs. Allen, **ON THE PROPOSITION** of the Cllr Riordan, **SECONDED BY** Cllr Hiley, with 4 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the payments as circulated be approved.

## 11. Clerk's Report/Open Spaces Report.

The Clerk had met the contractor to inform him of the maintenance issues from the last meeting. A staff meeting with Wardens had been held, including the Hall Manager, to look at common issues and problems. Wardens now had keys and a follow up meeting had been arranged for the newest Warden. CRB checks would be undertaken for all Wardens and identity documents verified soon. Work at Bradford Gardens was continuing but no progress reports received from the National Grid. There was less availability now for birthday parties in the pavilion since the increase in bookings by

**Castle Bromwich Parish Council**

**N.B. All Minutes are deemed as draft until formally approved and signed** CBC&SC. Members noted the failing electric lights in the Pavilion and urged that this be rectified as a matter of urgency. The door buzzer had been repaired at a cost of £96 by an outside contractor. The Theatre Group had confirmed their reluctance to dual occupancy of the workshop, due to lack of available space. The benches at the Village Green had not been installed before the Easter holidays but would take place shortly.

**12. Hire issues.**

Under confidential terms, members discussed the advice from the insurers regarding keyholding and **ON THE PROPOSITION** of the Cllr Riordan, **SECONDED BY** Cllr Mrs. Allen, with 4 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that satisfactory references be obtained and keys be issued after council ratification.

JLGroup/  
Clerk  
asap