

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 6TH JULY 2011
AT 7.30 PM**

Those present:

- | | | | |
|--------------------|---|--------------|------------------|
| Chairman | Cllr Mrs. P Allen | | |
| Councillors | Cllr R Amos | Cllr I Hiley | Cllr M Rashid |
| | Cllr M Hayes | Cllr E Knibb | [Items 1-9 only] |
| | Cllr Mrs.A Haywood | | Cllr J Riordan |
| Officers: | Mrs. C Tibbles, Clerk to the Council/RFO | | |
| | Mrs. T. Kite, Hall Manager [Items 1-7 only] | | |
| Public: | None. | | |

1. Apologies.

The apologies from Cllr Miss J Ward were noted for the reason given.

2. Declarations of personal or other interests.

None declared.

3. Minutes of the previous Meeting.

Cllr Hayes **PROPOSED** that Cllr Knibb’s name be added to the list of those present and asked for an amendment to Item 10, line 7. Following consideration, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Mrs. Haywood, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 1st June, 2011, having been circulated, be signed as a true and correct record of the Meeting subject to the addition and amendment of “providing an appropriate cost effective water supply to the Garden of Rest was delegated to the Clerk.”

4. Manager’s Report and Hire issues.

Members noted and considered the circulated report and supplementary information. Members felt that advertising hire facilities after the Spencer Hall improvements may increase bookings. Members noted the toilet refurbishments in the York Room and the Pavilion had neared completion but varied in quality. The Wardens action in preventing a fire in the pavilion kitchen was noted. **ON THE PROPOSITION** of Cllr Amos, **SECONDED BY** Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that a constructive decision was urgently required on the serious hire issues. Members asked for confirmation to be sent to a pavilion hirer of the council’s endeavours to remove all possible risk of false alarms and security problems. Following consideration and further discussion **ON THE PROPOSITION** of Cllr Knibb, **SECONDED BY** Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that the Council change locks on the pavilion as a matter of extreme urgency to ensure that insurance and security protocols were met. Following discussion of recent licensing authority disclosures, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Amos, **IT WAS UNANIMOUSLY RESOLVED** that all outstanding items be deferred to the special confidential meeting with the hirer in question, attended by the Hall Manager. Mrs. Kite confirmed that the electrical contractor had been unable to rectify the lighting failure in the Spencer Hall and the fitting of the new windows,

ACTION

Asst. Clerk
asap

Clerk
Asap

Meeting
Tba

N.B. All Minutes are deemed as draft until formally approved and signed. with integral blinds would be delayed. Following consideration and due to the unexpected lighting failures in the Spencer Hall, **ON THE PROPOSITION** of Cllr Mrs. Haywood, **SECONDED BY** Cllr Hiley, **IT WAS UNANIMOUSLY RESOLVED** that refurbishment plans be adjusted to prioritise the work on lighting and ceiling replacement, which was delegated to the Hall Manager and Clerk, in conjunction with Cllrs Hayes, Riordan and Mrs. Allen, to get the work completed for the best possible price during the opportunities available up to the limit of the capitation budget. In the absence of interested companies with availability, the decoration of the Spencer Hall was deferred for the Hall Manager to investigate other vacant dates if funding remained. Members discussed the invoice submitted by Parkfield which would now be processed for payment.

TK/CT
Asap

TK
tba

5. Bar Stock Report.

Under confidential terms, members noted the stock report by the Hall Manager and the surplus in stock at period end, together with the Trading Analysis.

6. Working Party Reports.

Members noted the report of the Events working party meeting held on 1st June and that a planning meeting had also taken place for the Remembrance Parade on 5th July. The NALC legal topic note on “Celebrations and Events” had been copied to all members of the parish council and youth parish council, in light of their plans for the Diamond Jubilee and possibly the Olympics.

7. Garden of Rest.

Following discussion, a letter of thanks would be sent to the Brownies for their work in this garden. **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** the Chairman, **IT WAS UNANIMOUSLY RESOLVED** that the removal of the hedging in the central raised bed be sanctioned, with possible relocation of some planting to the top of the park by the Wardens, with an estimated spend of £250 on plants in the autumn. The Clerk would investigate a post to keep the gate in the open position and the council would be happy to accept more bird boxes if they were available.

Asst Clerk
July 11

Wardens
Asap

Clerk
Tba

8. Residents’ Concerns.

Members noted the tabled information.

9. Land Matters.

Members acknowledged the assistance of Mr. Wilkinson of Solihull MBC and the closure of his enforcement investigations of a development at The Green. The Clerk had contacted the agent for the owner of the property concerned and offered to discuss matters informally once a copy of their boundary map had been submitted.

10. Clerk’s Report/Open Spaces Report.

Members noted the Clerk’s report on grounds maintenance and following consideration, **IT WAS AGREED** the Clerk should consult residents adjoining Hob Farm for views on either a twice yearly cut & flail of boundary area or if the edge of parkland should be left for natural habitat. A view could be invited on how to deal with existing self-setting elderberry and cherry trees. Clearance of overgrowth from an unused entrance at the park by Wardens was to be scheduled once the neighbouring resident was notified. Two locations on the boundary fence of the playing field were being damaged by trees and 3 quotes would be sought for consideration.

Clerk
Aug.11

Clerk
Aug 11

In addition, members noted that the 2 week work experience placement had ended successfully, that risk assessments in the park had been completed with staff and the police with some new measures being introduced, the site visit for gate

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quotations were in hand, tree work had started as commissioned by the parish council, a document was tabled detailing interesting proposals for a possible new Local Council Alliance, quotations for a new combined telephone/door intercom system for Arden Hall/council office were in hand and would be referred to the Finance and General Purposes Committee, together with new network computer requirements.