

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 7TH MARCH 2012
AT 7.30 PM**

Those present:

- | | | | |
|--------------------|--|----------------|---------------------|
| Chairman | Cllr Mrs. P Allen | | |
| Councillors | Cllr R Amos | Cllr I Hiley | Cllr A Terry |
| | Cllr M Hayes | Cllr E Knibb | [Items 4-end only] |
| | Cllr Mrs. A Haywood | Cllr J Riordan | Cllr Miss J Ward |
| | | | Cllr Mrs. B Wilkins |
| Officers: | Mrs. C Tibbles, Clerk to the Council/RFO | | |
| | Mrs. T Kite, Hall Manager [Items 1-6 only] | | |
| Public: | None. | | |

1. Apologies.

The apologies from Cllr I Hiley and Cllr M Rashid were noted for the reasons given. Cllr Terry had been delayed at work but would be attending later.

2. Declarations of personal or other interests.

None declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Amos, **SECONDED BY** Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 1st February, 2012, having been circulated, be signed as a true and correct record of the Meeting.

4. Manager's Report and Hire issues.

Members considered the report and agreed that a social event be held on 20th April and hirers invited to an Open House event to see the refurbishment work that had been done in the Spencer Hall. Invitations would be circulated as soon as possible. Cllr Miss Ward offered to make contact with the local Birmingham Mail reporter about the event. A hirer had asked to meet with the Clerk and relevant parties of the council to discuss storage and other issues and **IT WAS RESOLVED** that a meeting be arranged with the Hall Manager and the Chairman of this Committee (subject to availability) as they had been copied in to the correspondence. The Spencer Hall works had been finished on schedule. Staff had been dealing with damage to a skylight, rooflighting and window and following consideration, **IT WAS AGREED** to adapt the window design to reduce the area for future damage as quoted by one contractor thus far. The Clerk would be co-ordinating the insurance claims for the two incidents.

5. Bar Stock Report.

Under confidential terms, members noted the new software had been installed that day and the sales data stored on the tills matched exactly the manual records since the last stocktake.

6. Community & Hirer Noticeboards.

Following discussion of the varied and different needs of hirers, the different requests by groups and explanations of staff of the different rooms and public areas, members considered the best use of available space and accessibility to

ACTION

TK/CT
asap

CT/TK/PA
asap

TK
asap

Clerk
asap

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hirers. Members agreed that all groups might want equal access to display information of their activities in communal areas of their main entrance (e.g. Arden Hall foyer, Windsor lobby and Pavilion entrance corridor). The possibility of an electronic display/monitor in the foyer would be investigated. It was discussed that if sports clubs who hired the Pavilion for events could have a set number of standard sized frames mounted in the Clubroom, they would be installed by Wardens in an agreed location. Surplus photographs and other special items were also discussed but not agreed.

TK/CT
May '12

7. Village Green Access.

The Clerk reported that one resident had confirmed interest in access land and a further response was awaited. One quotation had been received for possible improvement works and **IT WAS AGREED** that the Clerk would enter further discussions to see if a feasible solution could be found, prior to obtaining further quotations and consents if appropriate. The matter would be considered again by Council when costs were accurately assessed.

Clerk
April '12

8. Arden Hall Frontage - Refurbishment.

At the request of the Chairman, members considered the replacement of remaining fascia boards and the provision of security lighting with movement sensors. Cllr Riordan reminded members of the agreed and previously accepted list of works that had been prioritised by the Buildings Working Party. The Clerk recalled the fascia boards had been agreed for quotations following a complaint by a neighbour and the current difficulty was finding companies prepared to visit and quote for the works. Members supplied the names of three local companies which the Clerk would forward to the Hall Manager. Members noted that the installation of security lighting had been commissioned on three occasions to companies in the past three years, with no quotes or work being committed to. The Hall Manager would be asked to make fresh enquiries.

TK
asap

TK
April '12

TK
April '12

9. Garden of Rest.

Following consideration, **IT WAS RESOLVED** that: a) pruning of trees be undertaken by Cllr Hicks, at the suggestion of Cllr Hayes; b) the hosepipe had been purchased by the Clerk and scheduled for assembly and testing by the Warden shortly, although the recent mild weather had been unexpected.

EH
tbc

10. Residents' Concerns.

Members noted the information circulated, albeit with personal information redacted.

11. Working Party Reports.

Cllr Mrs. Haywood reported that the Open Spaces working party had met and planted all of the rowan trees delivered by the Woodland Trust had been put in four bays in the Garden of Rest. The next planting session would take place on Saturday, 10th March at 2 pm. Cllr Amos reported that the Grants Working Party would meet on Thursday 15th March at 2 pm.

Open Spaces
WP 10/3
Grants WP
15/3

12. Clerk's Report/Open Spaces Report.

The Clerk reported that a letters had been sent to all residents adjoining Hob Farm to notify them of the results of the consultation. The meeting to discuss the Dog Fouling Campaign for Castle Bromwich by Solihull MBC had taken place on 8th February and had been well attended, with the parish council being asked to give further support when launched. The Picnic In the Park planning by the Youth Council was in need of some adult help, hopefully with councillors working in tandem with each youth councillor and members were asked to confirm their availability. The Boundary Commission had released their findings on their

Castle Bromwich Parish Council

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website the previous day. The Clerk had made several site visits to get rubbish removed from the Village Green, which was eventually resolved. An enquiry had been received from a national ITV programme to find local people to interview. As the Clerk would be on leave when this happened members agreed to support the visit and felt that the opportunity could be valuable to promote Castle Bromwich.

Under confidential terms, the Clerk reported that she had met with a local company to dispute invoiced charges and had asked for their written consideration by 21st March.

DRAFT