

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY, 8TH JANUARY 2014
AT 7.30 PM**

Those present:

- Chairman** Cllr Mrs. A Haywood
- Councillors** Cllr Mrs. P Allen Cllr I Hiley Cllr M Rashid
Cllr M Hayes Cllr E Knibb [Items 1-10 only]
Cllr E Hicks Cllr Miss J Ward
Cllr J Whelan
- Officers:** Mrs. C Tibbles, Clerk to the Council/RFO
Mrs.T. Kite, Hall Manager [Items 1-9 only]
- Public:** None.

1. Apologies.

Cllr R Amos was absent.

2. Declarations of personal or conflict of interests.

None declared.

3. Dispensations.

None requested.

4. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Whelan, **SECONDED BY** Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday, 4th December, 2013, having been circulated, be signed as a true and correct record of the Meeting.

5. Questions from the Public.

Under Standing Order 70, the Chairman prepared to adjourn the meeting to invite questions from members of the public but there were none in attendance.

6. Manager's Report and Hire issues.

Members noted the Hall Manager's report and noted the successful New Year's Eve event run in partnership with Beebee Productions. A financial breakdown with previous years was discussed in some detail. £220 had been donated to the Chairman's Charity Fund from the raffle proceeds. **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the Hall Manager invite Beebee Production to continue with this arrangement for New Year's Eve on 2014 and 2015. The Committee would review the arrangement in January 2015 and agree future plans in the timescale necessary. Two cancellations were noted and a £50 refund agreed for the hirer with sufficient notice. Problems had occurred with the cellar cooler in the Windsor Room (that seemed to be linked to the severe weather) and unfortunately some stock had to be disposed of.

7. Bar Stock Report.

The report and trading analysis was noted and discussed.

8. Budget Planning 2014/2015.

Members noted the revised year end forecasts recommended by the Clerk and the Chairman led members through a revision of the draft budget plan. **ON THE PROPOSITION** of Cllr Rashid, **SECONDED BY** Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the suggestions made, with a couple of minor amendments, should be incorporated into the next draft, ready for preparation to Council for consideration (as appended in minute book). Members noted with caution the possible pay claims for 2014, which could have a dramatic impact. A review would

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be requested in September of comparative bar trading for past 3 years to enable future forecasts to more accurately reflect the effects of the recession. A review would also be needed on the Warden costs of extended summer park opening and Saturday changes.

9. Residents' Concerns.

Members noted the information previously circulated and discussed those pertinent to this Committee.

10. Working Party Reports.

A report was given and guidance sought by Cllrs Mrs. Allen and Whelan on their initial discussions with an experienced caterer about working in partnership to establish the Community Café. The Clerk confirmed that the pavilion had been booked for Easter holidays and it was requested for Whitsun and summer holidays too. Members discussed the nature of the trial, apportionment of costs/profit sharing, likelihood of customer usage being affected by poor/good weather and current layout versus potential future kitchen design. The Clerk would endeavour to draft an agreement and seek advice on pertinent elements. After consideration, **IT WAS AGREED** that the working party should meet again with the current hirer to discuss the trial operation in more detail.

11. Clerk's Report/Open Spaces Report.

The Clerk reported several issues including: sports dispute in the park managed and resolved by the Open Spaces Supervisor who was on duty that day; theft of a dog bin, likely for scrap metal value; confirmation that training was completed and defibrillators in place for when required; damage to neighbouring boundary wall in the park was being discussed with the owner; the Clerk had been unable to resolve a litigation matter, which was reported under confidential terms, and would now be closed; hire issues were discussed and advice offered by members on several matters for the Clerk to pursue. Unfortunately there had been further delays that were beyond the clerk's control with changes being needed to park and pavilion buildings.

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