

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 1ST APRIL 2009
AT 7.30 PM**

Those present:

- Chairman** Cllr Mrs. A Haywood
- Councillors** Cllr Mrs. P Allen Cllr Rashid [Items 1-12] Cllr Mrs. B Wilkins
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. S. Baker, Cllr Mrs. T Knibb and Cllr Miss J Ward were accepted for the reasons given.

2. Declarations of pecuniary or other interests.

None declared at this stage. (See Item 13.)

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Riordan, **SECONDED BY** Cllr Mrs. Wilkins and with 5 votes in favour, none against and 1 abstention, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 4th March, 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 and following clarification, understood the overdue need for the brewery to replace cellar pipework, which the Hall Manager would continue to strive to resolve. She would also investigate bar fridge repairs or if necessary obtain replacement costs for the Council to consider. After discussion, **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Riordan and with 6 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that a new (possibly lightweight extendable) flagpole be re-sited to the external secure area adjacent to the Windsor Room, with the Hall Manager requesting 3 quotations for consideration. Also after discussion, **ON THE PROPOSITION** of Cllr Riordan, **SECONDED BY** Cllr Mrs. Wilkins, with 6 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Hall Manager be authorised to purchase a washing machine and powder to the maximum net value of £200, with the cost met from the area where savings would be made. A temporary location was agreed with permanent installation required when plumbing alterations next under consideration.

Members noted the information received regarding the complaint from Castle Bromwich Friends of Acorns. The Hall Manager explained that many questions were routinely asked when enquiries made by hirers and availability was dependent on many factors, e.g. a christening in the Windsor Room starting at 1 pm could be accommodated but any event that required an early morning start in the Hall could not be accommodated if the evening before had tiered seating or a very late finish. The Parish Council's request for a table top sale had already been turned down by the Hall Manager for the 8th and 22nd February due to known factors when initial enquiries had been made. The building work

ACTION

TKite
On-going

TKite
6/5

TKite
Asap

N.B. All Minutes are deemed as draft until formally approved and signed in the foyer and the Hall Manager's absence on leave were major factors in not being able to accommodate a table top sale on 22nd February. Members felt that the Council and the staff had the utmost respect for the tremendous work undertaken by the members of this charitable organisation. Cllr Mrs. Wilkins thought the explanation regarding the unavailability of the Hall was entirely reasonable and that common sense had to prevail. The proper procedures were in place and were being used consistently now by the management team, which would be to the benefit of all customers in the future. Cllr Mrs. Allen stated she had not been responsible for refusing any booking and, from her prior knowledge, was fully aware that Mrs. Kite was on leave on the date requested by Acorns. She hoped that the Manager's explanation could be sent to Mrs. Hillings. Cllr Rashid thought there had been a misunderstanding and hoped that when an explanation was sent to the group they could accept it. Members agreed that there was clearly no reason to refuse their booking other than availability of space and staff. **ON THE PROPOSITION** of Cllr Mrs. Wilkins, **SECONDED BY** Cllr Rashid, with 6 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Clerk be delegated to send a reply to Mrs. Hillings and Mrs. Turner based on the Hall Manager's report. Mrs. Kite told members that Mrs. Turner had just requested a date in late autumn for a Friends of Acorns table top event.

The Chairman referred to the cancellation of the Bridal Fayre and said that 3 visitors had called in on 29th March and information had been supplied to them of last year's exhibitors, with clear interest in booking Arden Hall for their reception. Mrs. Kite added, as already reported, that she had not acted on the cancellation of the bridal fayre before going on leave as she wanted to check with others known to be involved. The Clerk apologised for presuming the Hall Manager had done so but her own statement had been given whilst endeavouring to answer questions promptly. The Hall Manager clarified that staff had previously been instructed that any councillor wanting to make requests relating to bookings should submit this in writing and sign it. The Chairman reminded members that the council were aware of the likelihood of a cancellation being necessary due to exhibitors not being forthcoming with payment. During the week before the February quiz and table top sale the Clerk had asked that dates be arranged for the next events and be announced to the 'customers' on the day.

5. Bar Stock Reports.

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

6. Quotations for Arden Hall.

This item was deferred as 2 quotations were still awaited by the Hall Manager.

7. Residents' Concerns.

Members noted the circulated information and were updated by the Clerk on changes being made to local bus services at the end of April. Members agreed that the council should consider sending an invitation for a guest speaker from Centro for a forthcoming meeting, possibly the Annual Parishioners meeting on 5th May. This would be raised at the Finance and General Purposes Committee meeting. Cllr Mrs. Haywood recorded her concerns at the growing numbers of youths she had witnessed congregating on the Village Green and by Green Lane shops. It had been horrendously intimidating on the corner by St. Clements Church with the pavement being blocked for pedestrian use, and youths running dangerously across the road in between traffic. Cllr Mrs. Wilkins felt a dispersal order was clearly needed. Cllr Riordan recalled the recent PACT meeting with the police referring to the Action Plan regarding the Spinney and the Village Green and hoped that this additional area of concern could be included. Cllr Hiley felt the lighter nights had probably increased the problem and whether breaking up the Village Green

Clerk
Asap

N.B. All Minutes are deemed as draft until formally approved and signed with more shrub beds would help reduce the problems. The Clerk asked for timing of these problems and Cllr Mrs. Haywood clarified she had witnessed them at 8.15 pm at Green Lane and 6.15 pm at the Village Green. In addition she had seen problems with youths on rooftops of buildings in Hurst Lane which police had attended. Cllr Mrs. Allen hoped that Alison Lush (SMBC) would soon supply the finalised Action Plan following recent reviews. The Clerk tabled responses from two residents regarding the village green bench replacements.

8. Working Party reports.

Cllr Mrs. Wilkins reported the next date for a table top sale would be Sunday June 7th. Cllr Mrs. Allen reported that on Saturday 14th March the painting of the Manager's Office had been finished. She thanked Mr. Siviter, Cllr Amos and Cllr Hayes for distributing flyers for the table top sale and tabled a financial report on the 2 events held. Cllr Rashid expressed his cordial thanks to all members of the Events working party who worked so hard for the table top sales as they deserved thanks and praise for their tremendous achievements. The Chairman endorsed Cllr Rashid's thanks and commended the particular work of Cllr Mrs. Allen who had been the driving force, supported by others who were able to turn up on the day. The Chairman reported that the Joint Liaison Group between the Cricket & Sports Club and the Parish Council had met for the first time since their recent AGM. Notes of the meeting were tabled and an invitation extended again for other councillors to join the group. There was no formal chair appointed and group members could take turns at leading discussions. The Club had been emphatic about the need to draw a line under past events and it was felt that a step forward was being made. The Council's request for advice had been sent to the insurers regarding keyholding approval and hirer responsibility in absence of staff and the new lease/licence remained with the Council solicitor. The Clerk said the original AMP dates were on the bookings system for the current financial year and could be utilized by any working parties if members wished. Members present felt that the Committee Room would normally be sufficient for working party use and that the Windsor Room should be available for other hirers to book.

9. Sports Matters.

As requested by the youth football club, **ON THE PROPOSITION** of Cllr Mrs. Wilkins, **SECONDED BY** Cllr Riordan, with 6 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that due to exceptional weather, the early request and as a gesture of goodwill, that additional youth matches be allowed for 2 weeks past the season deadline. Matches could not take place in conflict with cricket bookings and goalposts removed from pitch 5 as originally scheduled. A letter had been received from Paul Messenger on behalf of Castle Bromwich Tennis Club and **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Mrs. Allen, with 6 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Clerk write to Paul Messenger (copied to Brian Kavanagh) to clarify that if this request was on behalf of the Cricket & Sports Club Tennis Section for it to be submitted via the Joint Liaison Group for consideration. The response received by the Clerk from the ground maintenance contractor and shared with the Joint Liaison Group was noted by members as follows: that the chain harrowing of soccer pitches would take place and the next quarterly roll be brought forward to the following week to assist the cricket section with their preparations for the season.

10. Play Equipment.

Members noted the information supplied by Cllr Mrs. Knibb regarding 'Playground for All Ages' and the Chairman asked if this was already being considered by working parties. Cllr Hiley had printed information from the internet and Cllr Riordan asked for

Clerk
Asap

Clerk
Asap

N.B. All Minutes are deemed as draft until formally approved and signed clarification on the Playbuilder funding. This was £1.1 million and aimed at the 8-13 year age range. **ON THE PROPOSITION** of Cllr Mrs. Wilkins, members concurred that Cllr Mrs. Knibb's knowledge of disabled needs would be invaluable if she was able to research further and provide information for the new Marketing and Promotions working party to consider, including suggestions for appropriate funding agencies, aims, locations, security of equipment, design and segregation/integration of age groups. It would be good to promote and extend facilities.

TK to
consider

11. Payments.

There were no payments for approval.

12. Clerk's Report/Open Spaces Report.

The Clerk had informed the Fusion Project of the council's approval for diversionary Saturday night sessions in the park. The Pavilion block bookings had been processed by the Clerk but some groups had not yet confirmed their acceptance. She was grateful to the Cricket & Sports Club for the return of the missing plastic chairs to the Pavilion and an Activity Day was arranged by them on 4th April, with any informal football activities being moved to other areas of the park. The reply from the Cricket section regarding spraying was read and the Clerk was requested to request the certificates from the practitioners undertaking spraying on the Club's behalf. The Council's ground maintenance contractor requested permission to remove 14 dead saplings from the Village Green and Whateley Green and to greatly reduce the depth of the laurel hedge in the garden of memory. There were no objections raised to this request and it was noted the hedge could take 2/3 years to recover. A local support group for the osteoporosis society had booked the pavilion as a base to undertake a charity walk around the park. This was a mid week activity and their booking was not anticipated to cause any disruption to other members of the public in the park. As requested by a member of public, members were reminded of the October Leisure Services Committee recommendations. The potential cancellation of any booking by the council had been considered and it was noted that the revised hire regulations ratified by Council had been in operation since December 2008. The advice from both NALC legal department and the council's insurers had been clearly incorporated and sent to all regular hirers and were in place for all new hire bookings. Clause 1 of the regulations advised hirers to take out their own cancellation insurance, which it had not been possible for the council to offer. Cllr Mrs. Wilkins suggested that feedback to public questions could be given publicly at full council meetings as part of the same routine agenda item. The Clerk informed members that the Friends of Castle Bromwich Hall Gardens would cease to exist on 31st May and she had sent a letter of acknowledgement and thanks. Members were reminded to return their preferred means of contact to the Clerk for communications as very few replies had been received so the update could not be actioned. The vacancy for a replacement part-time Park Warden had been advertised, with interviews scheduled for the following Monday. Carpet fitting had been arranged for Arden Hall the following week, with the delayed office move then taking place and the police base refurbishment hopefully after Easter.

Clerk
8/4

13. Village Green access request.

The Clerk tabled a letter for members from the chartered surveyors and was asked to seek the solicitor's advice, with map and clear boundaries, for full Council to consider at the end of the month. Cllr Mrs. Wilkins declared a personal interest as a member of her family worked for the same estate agent as the chartered surveyor.