

**MINUTES OF THE MEETING OF THE  
LEISURE SERVICES COMMITTEE  
HELD IN ARDEN HALL,  
CASTLE BROMWICH ON  
WEDNESDAY, 1ST JUNE 2011  
AT 7.30 PM**

**Those present:**

- Chairman** Cllr Mrs. P Allen
- Councillors** Cllr M Hayes Cllr I Hiley Cllr J Riordan  
Cllr Mrs.A Haywood Cllr M Rashid Cllr Miss J Ward  
[Items 1-7 only]
- 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 R Amos were noted for the reason given.

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

Cllr Riordan sought clarification on agenda item 9 but the Clerk advised the specific item in question was for information only and no decision was required by the Council at this stage.

**3. Election of the Vice Chairman.**

**ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Mrs. Haywood, **IT WAS UNANIMOUSLY RESOLVED** that Cllr Hiley be elected as Vice-Chairman of the Leisure Services Committee for the Civic Year 2011-2012.

**4. Terms of Reference.**

Following consideration, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Rashid, **IT WAS UNANIMOUSLY RESOLVED** that the draft terms of reference (previously deferred in 2010) be amended to show that Standing Orders stipulate the membership and quorum; that delegated authority to approve payments be removed and referred to full council instead; that the committee could make decisions, including those within the allocation of funds within respective budgets but excluding any single order over £10,000 gross.

**5. Minutes of the previous Meeting.**

**ON THE PROPOSITION** of Cllr Riordan, **SECONDED BY** Cllr Hayes, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 4<sup>th</sup> May, 2011, having been circulated, be signed as a true and correct record of the Meeting.

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

Members noted and considered the circulated report. **ON THE PROPOSITION** of Cllr Mrs. Haywood, **SECONDED BY** Cllr Riordan, **IT WAS RESOLVED** that the business hire arrangements be considered under confidential terms. Following the scheduled review of the contractual arrangements, **IT WAS RESOLVED** that normal hire rates from January 2012 would need to be applied. After consideration, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Mrs. Haywood, **IT WAS UNANIMOUSLY RESOLVED** that the Council continue endeavours to find new ways of working in harmony for the future as preparation for the new licence agreements the hirer wished to have in place from 1<sup>st</sup> January 2013. Mrs. Kite confirmed that she had met with the

**ACTION**

Clerk  
21/6

TK  
29/6

Clerk  
tba

contractor to discuss problems with toilet refurbishment but the flooring improvements required had been completed. After discussion of a request to meet with the parish council, members asked Mrs. Kite to arrange a meeting and 3 members would endeavour to attend, depending on availability to discuss the topic raised.

TK + AEH/  
PA/MH/  
Clerk  
asap

### **7. Bar Stock Reports.**

Under confidential terms, members noted the stock report by the Hall Manager. Mrs. Kite was commended for the results of cost conscious management and she replied that this was as a result of all managers working as part of the bar team and having clear knowledge, personal experience and regular customer contact.

TK – staff  
asap

### **8. Working Parties and Steering Groups.**

Members reviewed membership and following discussion, **IT WAS UNANIMOUSLY RESOLVED** that the Buildings/Open Spaces working party (previously Village Green) would be Cllrs Mrs. P. Allen, R. Amos, Mrs. A. Haywood, I Hiley, J Horne-MacDonald, J. Riordan and Miss J Ward. The Events working party would be Cllrs Mrs. P Allen, M. Hayes, Mrs. A Haywood, I Hiley and Miss J Ward. The Pavilion Steering Group would be 3 CBC&SC representatives, 1 Borough Councillor and Cllrs M Hayes, I Hiley, Mrs L Smith and J. Whelan. The Clerk requested dates be set and it was agreed that the Events working party meet briefly at the end of this meeting and the Pavilion Steering Group be invited to meet on 4<sup>th</sup> July at 7.30 p.m. in the Committee Room.

Clerk/LS  
asap

### **9. Residents' Concerns.**

Members noted the tabled information. The Clerk updated members on discussions she planned to hold with the insurers, the grounds maintenance contractor regarding a voluntary offer to work in the playing fields and undertook to report further to the council with the outcome.

Clerk  
asap

### **10. Open Spaces.**

Members noted that the Park Wardens had been pleased with the commendation of the council for maintaining park opening during the difficulties of recent weeks. Information was awaited from the police and the additional security measures had been noted by the public, although some early closures had been made by staff due to ASB incidents. The clerk had been alerted to potential breach of byelaws and was maintaining a vigilant approach. Following discussion, **IT WAS RESOLVED** that a lockable tap be installed at the pavilion, with hoses purchased for use in the garden of memory if possible.

Clerk/  
contractor  
asap

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

The council's requirements for tree works had been relayed, with the company's response awaited. A potential boundary dispute had been investigated by the Clerk and attempts made to contact a resident, with Solihull MBC Planning Officer giving helpful advice. Members noted the Fitness Week organized by Castle Bromwich Junior School had been well supported, with tennis taking place on 4 weekday mornings and cricket on the final day. Members noted the Britain-In-Bloom judging would start in Castle Bromwich on 22<sup>nd</sup> July and **IT WAS RESOLVED** to delegate arrangements to the Clerk, with the Pavilion being used to host the launch and Youth Councillors invited to attend.

Youth  
Cllrs  
Tba