

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 1ST OCTOBER 2008
AT 7.30 PM**

Those present:

Chairman	Cllr Mrs. A Haywood		
Councillors	Cllr Mrs. P Allen	Cllr Mrs. T Knibb	Cllr J Riordan
	Cllr E Knibb	Cllr M Rashid	Cllr A Terry
Officers:	Mrs. C Tibbles, Clerk to the Council		
Public:	None		

1. Apologies.

The apologies from Cllr Miss J Ward and Cllr Mrs. B Wilkins were accepted for the reasons given. The Clerk also reported reluctant apologies from Mrs. Kite, the Hall Manager, who was most disappointed not to be able to attend her first meeting.

2. Declarations of pecuniary or other interests.

None declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Knibb, **SECONDED** by Cllr Rashid, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 3rd September, 2008, 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 tabled report from Mrs. Kite and the verbal update on Hall matters from the Clerk including: confirmation from the Borough Council of Mrs. Kite as as the Designated Premises Supervisor; planned visit by the Clerk, accompanied by Cllr Riordan, to seek advice from the Borough Council on the planning application for the frontage improvements; assistance requested from the Buildings Working Party to prepare specification and invite quotations; replacement needed for the new stage ladders which were damaged on delivery; emergency repairs needed to the stage lighting (contractor assessment awaited); New Years Eve arrangements were considered and clarified that charges for adult admission of £8, child admission £4 (aged 3-16) were appropriate with arrangements for staff tickets as before; an urgent electrical quotation for rectification work, improvements and repairs was awaited.

Building
WP
ASAP

HM/ Clerk
ASAP

5. Bar Stock Reports.

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

6. Residents' Concerns.

Members noted the circulated information. Cllr Terry had not been aware of the police meeting date. A letter had been received from Caroline Spelman MP regarding football pitch allocations.

7. Communications.

Routine communications and bulletins were noted and suppliers info; plus WRCC Village Hall affiliation renewal / Veolia Environmental Services 4% price increase / Community Fire Station Education Station / NHS Constitution – Our Deal with You consultation (deadline 17th October) / letter of thanks to Vice-Chairman from Friends

N.B. All Minutes are deemed as draft until formally approved and signed.

of Castle Bromwich Hall Gardens for attending their celebration event / Certificate of PAT testing / Castle Bromwich Cricket & Sports Club: letter of thanks from Mick Fielding and future involvement in Club; invoice from Castle Bromwich Cricket and Sports Club for toilet repairs; early notification of Cricket fixtures for 2009 and publicity offer / newsletter sponsorship enquiry from The Veterinary Clinic / npower account supply confirmation / Consultation on Birmingham City Council Plan – Core Strategy Issues and Options / Solihull Community Foundation help for charitable projects / NALC Model Publication Scheme for adoption / details of Castle Bromwich Conservation Area / publicity from music promoter / NCH change of name to Action for Children / Minerals Local Development Framework – Warwickshire County Council / Standards Committee advice on Members’ Interests for Birmingham International Airport Planning Application for proposed runway extension / Smith’s Wood Sports College – re-designation process. An apology was tabled from the Castle Bromwich Cricket and Sports Club and discussed later under confidential terms.

8. Future Plans for Arden Hall.

Cllr Mrs. Knibb apologised for not completing the review of responses due to being unwell. This topic was briefly discussed but the decisions deferred until a report was prepared.

TK
ASAP

9. NALC Advice on Hire Regulations.

Following consideration, **ON THE PROPOSITION OF** Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** to incorporate the professional advice (also clarified with Allianz and the Village Halls Adviser) regarding the Council’s limited liability if a hire facility was cancelled, and a draft would be prepared for Council approval.

Clerk
5/11

10. Budget Planning 2009/10.

After discussion, **IT WAS UNANIMOUSLY RESOLVED** that all members be invited to a Budget Planning session (as held in previous years) when expenditure, forecasts, known factors and changes, together with future plans would all be assessed to enable a draft plan to be formed for Committees to consider. The date was set for Wednesday 22nd October at 7 pm in the York Room.

Clerk
invite
to
6/10

11. Sport Hire.

Following a query by Cllr Riordan on the names of Open Spaces and subject to this one minor amendment, **IT WAS UNANIMOUSLY RESOLVED** that the Policy for the Provision of Sports and Physical Activity be adopted. The Clerk would reprint future copies as necessary.

12. Village Green access request.

The Clerk reported that some correspondence had been forwarded to the Council’s solicitors for clarification.

13. Payments.

The Clerk asked for voucher no. 590 to be withdrawn as this had already been paid directly by WM Police. **ON THE PROPOSITION OF** Cllr Riordan, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the payments as set out in the enclosure, be approved. Comments were noted about completion of work by two contractors and additional information and a site meeting were being arranged.

14. Clerk’s Report/Open Spaces Report.

Members noted the work done to address some matters and the Clerk apologised for the disruption to meeting some of her normal deadlines. Last month she had met Bromford Lions to explain and clarify procedures for their hire of the Clubroom at weekends during the soccer season. Despite some league changes, football fixtures seemed to be settling down and the wet weather had eventually abated for long enough to get goalposts erected. Two Park Wardens had been trained by Record RSS on the monthly

N.B. All Minutes are deemed as draft until formally approved and signed.

playground inspection regime and confirmation received that they were now clearer on the duties involved. On 10th September, Cllr Mrs. Allen had joined the Clerk to meet 2 representatives of Castle Bromwich United (youth football team), accompanied by Paul Messenger of Castle Bromwich Cricket and Sports Club. The Clerk had explained to them that following endorsement of Bromford Lions by the Castle Bromwich Cricket and Sports Club on 17th April, the Parish Council had duly accepted that application for 3 youth pitches in early May. A meeting was then arranged and a joint agreement had been signed to establish youth provision before Castle Bromwich United was known to have become affiliated to the Castle Bromwich Cricket and Sports Club and before their approach to the Parish Council. In previous years, waiting lists had always been for adult teams but the request from Castle Bromwich United to go on waiting list for 2009/10 season was noted by the Clerk and procedures explained about allocation of pitches. The Clerk suggested Castle Bromwich United consider other Open Spaces or future pitch sharing but this was rejected by them and not felt to fit their needs. Mr. Messenger offered payment in advance for several seasons but the Clerk felt this would not change matters as the Council had previously turned this down when offered by other organisations. Possible damage to the cricket outfield was also raised and the Cricket Section had asked for no soccer to be played in future years. However, the Castle Bromwich Cricket and Sports Club had later asked for Castle Bromwich United to be allocated a youth pitch on the outfield. The Clerk hoped the contradictions and confusion could be resolved eventually but knew the Council could not accommodate an unlimited number of teams on Sunday mornings. Cllr Knibb asked if Castle Bromwich United youth team were still able to play and Cllr Mrs. Allen confirmed that they played at Castle Bromwich Junior School, which was their home pitch last season.

The 3rd deadline given for electrical safety certification of works undertaken by the Castle Bromwich Cricket and Sports Club Development team had not been met and a new contractor since arranged by the Clerk to quote for the rectifications. She was concerned at the design flaws he had highlighted and asked to use her delegated powers to rectify the situation as a matter of urgency when costs were forthcoming. This would be relayed to the Club before she confirmed an order for work as they would be responsible for reimbursing the Council to put right their actions. Bar electricians also remained a concern but this secure area had not been available for her inspection.

She had attended an interesting talk by the Health and Safety Executive, which had helpfully clarified that repair/maintenance work on the Pavilion guttering did not require scaffolding.

Following a pedestrian complaint to Solihull MBC about low branches at Whateley Green, urgent crown lifting had been sanctioned but not yet verified on actual location.

15. Staff Matters.

The Clerk had formally called the Appeals Committee to meet. A grievance had also been received but the meeting cancelled due to sudden illness and would need to be rearranged. Solicitors were acting on another matter and correspondence taking place.

Clerk
ASAP

Club/Clerk
ASAP