

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 2ND MARCH 2011
AT 7.30 PM**

Those present:

- Chairman** Cllr Mrs. A Haywood
- Councillors** Cllr Mrs. P Allen Cllr Rashid Cllr J Riordan
Cllr R Amos [Items 4-end] Cllr Mrs. B Wilkins
Cllr M Hayes
- Officers:** Mrs. C Tibbles, Clerk to the Council/RFO
Mrs. T. Kite, Hall Manager [Items 1-5 only]
- Public:** None.

1. Apologies.

The apologies from Cllr I Hiley and Cllr Miss J Ward were noted for the reasons given.

2. Declarations of personal or other interests.

None declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of the Chairman, **SECONDED BY** Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 2nd February, 2011, having been circulated, be signed as a true and correct record of the Meeting.

4. Manager’s Report and Arden Hall issues.

Members noted and considered the report previously circulated, including Mrs. Kite’s report of recent Pavilion hire events. After discussion, further action was requested by members to help assimilate current and potential hirer usage, which the Hall Manager undertook to arrange. Forthcoming events were also noted but the anticipated request for reduction of hire charges for one group could not be considered favourably at this stage because budgets/hire charges had already been agreed. Therefore members **AGREED** that now was not the time to review it.

ON THE PROPOSITION of the Chairman, **SECONDED BY** Cllr Mrs. Wilkins, **IT WAS UNANIMOUSLY RESOLVED** that the Committee request delegated powers to agree, undertake and commence refurbishment of Arden Hall within the agreed capital projects budget, with the initial priority being the Spencer Hall. Plans were made for the working party report to be submitted to Committee for the April meeting, the required quotes to be sought in May and decisions made at the June committee meeting. The Buildings Working party would meet on 16th March in the Spencer Lounge. The Hall Manager would therefore retain the provisional closure dates for the Spencer Hall as members clearly confirmed their intention to refurbish/decorate this area in July and August. Priority works may be windows, radiators and décor, with possible stage frontage work also.

5. Bar Stock Reports.

Under confidential terms, members noted the stock report by the Hall Manager.

ACTION

TK asap - compliance deadline 7/3

Council 30/3

Buildings WP 29/3

Buildings WP 16/3 7.00 pm?

6. Licence Issues.

Members noted the tabled update and the late cancellation of the meeting planned for the previous evening. Unfortunately, this meant some issues were not raised and a further meeting would need to be arranged by Mrs. Kite. The pavilion hirer had asked for apologies to be passed to persons complaining about excessive noise on New Year’s Eve, which had been done verbally by the Clerk. The Council regretted this disturbance to neighbours and undertook to instruct the club that their control measures must be increased and adhered to, with the Club being invoiced for the costs of the alarm callout. Members awaited an update with interest at the next meeting.

ACTION

TK asap

Clerk asap

Admin Asst
25/3

7. Residents’ Concerns.

Members noted the tabled information.

8. Allotments.

Members noted the Clerk had recently discussed the request received to obtain further information, which was considered. **ON THE PROPOSITION** of the Cllr Hayes, **SECONDED BY** Cllr Amos, **IT WAS UNANIMOUSLY RESOLVED** that the Committee would be unable to sign a lease for the length of time requested and that further investigations at this time were not feasible.

Clerk
31/3

9. Consultation – Proposed Review of Dog Byelaws.

Members discussed the circulation of the public responses and it was hoped that a full council discussion would be held at the March meeting. Members were asked to ensure they visited the council office if they had still not seen the responses.

Members
28/3

10. Payments.

Following clarification of queries and checking of invoices, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Rashid, **IT WAS UNANIMOUSLY RESOLVED** that the payments as circulated by approved.

Clerk
3/3

11. Clerk’s Report/Open Spaces Report.

Members noted the delay in the Tree Report being received due to special circumstances and they were pleased with the request from the Explorer Scouts to put bird boxes on parish land, which had been made with support from the Environment Champions. The Clerk reported that the £250 Britain in Bloom match funding had recently been received. Since the last meeting, time had been spent with the new grounds maintenance contractor to prepare for the handover; appointing a new Mobile/Relief Park Warden (induction to take place next week); staff training arranged for wardens; communication system information on phone/door controls; audit preparation of hall and bar documents and other routine matters. The bookkeeper was currently analyzing electricity usage in the pavilion. Castle Bromwich Junior School had requested use of the park and facilities for the Fitness Week in May, which would be accommodated as in previous years and their ‘Evacuation Day’ had taken place that day with lots of children doing different activities. VAT clarification had been sought on the sale of minor land. Staff were addressing issues in accordance with regulations and byelaws (car parking and nuisance in car park, cancelled football matches). Members noted that a letter had been sent to the former tenant and, after discussion, the Clerk confirmed that she would pursue the installation of the extended fire alarm system, as quoted some months previously, as any of the future options for the business annex would require building regulations to be met.