

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 3RD NOVEMBER 2010
AT 7.30 PM**

Those present:

- Chairman** Cllr Mrs. A Haywood
- Councillors** Cllr Mrs. P Allen Cllr Rashid Cllr Mrs. B Wilkins
 Cllr R Amos Cllr J Riordan
- 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 Hiley, Cllr M Hayes and Cllr Miss J Ward were noted for the reasons given.

2. Declarations of pecuniary or other interests.

None declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Amos, **SECONDED BY** Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 6th October, 2010, having been circulated, be signed as a true and correct record of the Meeting.

4. Manager’s Report and Arden Hall issues.

Members considered the report previously circulated and noted the successful events that had been held. Clarification was given by Mrs. Kite regarding the hire issues and licence concerns and **IT WAS UNANIMOUSLY RESOLVED** that the staff should be supported and protected in their endeavours to clarify procedures. As owners of the Pavilion and licence holders, the parish council had a requirement to maintain adequate control measures, to establish clear parameters of all licensed events and complete the protocols called for by PC McBride. The next meeting was due to take place on Tuesday 9th November at 7pm in the Pavilion and these urgent matters would be discussed jointly, with a report back to council on action agreed. Other outstanding matters were being processed according to priority and staff availability.

5. Bar Stock Reports.

Under confidential terms, members noted the report and bar trading analysis (that had been circulated to all members). Following discussion of the trading analysis, **ON THE PROPOSITION** of Cllr Riordan, **SECONDED BY** Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** to change a title heading to ‘Bar Trading Profit’ and to insert a sentence underneath stating “Duty Manager costs are not reflected in these salary costs.”

6. Residents’ Concerns.

Members noted the circulated information.

7. Pavilion Matters.

Members noted the specification was still to be completed for the ladies toilet refurbishment, so quotations had not yet been sought for the floor repairs. Members noted an unfortunate alarm issue and the consequential changes required.

ACTION

Clerk &
Hall Mgr
9/11
with PA,
AEH, BW
& CBCSC

8. Budget Priorities.

Following full consideration, members agreed forecasts and projected increases should be prepared by the clerk/bookkeeper, as in previous years, with capital projects for future consideration and prioritisation to possibly include IT cabling, new server, workstation and screen for Hall Manager, installation of a working (and combined) door security/communication system for Arden Hall. Tree survey would be required for open spaces.

Clerk &
CW
asap

9. Decision Making.

Members noted the circulated information which they had found most useful.

10. Payments.

Members noted an amendment to one entry and a query was satisfactorily clarified by the Clerk. **ON THE PROPOSITION** of Cllr Mrs. Wilkins, **SECONDED BY** Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** that the payments as circulated by approved.

Admin
Assist.
4/11

11. Clerk's Report/Open Spaces Report.

The Clerk reminded members that the statement by Rt. Hon. Eric Pickles, MP, on 21st October had revealed the freeze on council tax would not apply to local (parish and town) councils. Training papers from the meeting on 20th October had been tabled or were being posted to members who were absent. Land matters were being progressed and surveyors had been seen at the Village Green. Members noted the approval by the Clerk of a charity football match on Boxing Day for the 2 Rifles Regiment by the Farthings pub, which had taken place for several years previously. Over £100 had been earned in commission on purchases at Costco and this would be offset against the next bar stock purchase. Members were reminded that several events were approaching and asked to check diaries if unsure.