

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 4TH MARCH 2009
AT 7.30 PM**

Those present:

Chairman	Cllr Mrs. A Haywood		
Councillors	Cllr Mrs. P Allen	Cllr Mrs. T Knibb	Cllr Miss J Ward
	Cllr Mrs. S. Baker	Cllr Rashid	Cllr Mrs. B Wilkins
		Cllr J Riordan	
Officers:	Mrs. C Tibbles, Clerk to the Council Mrs. T. Kite, Hall Manager [Items 1-6]		
Public:	2 members of the public [except Item 6]		

1. Apologies.

None.

2. Declarations of pecuniary or other interests.

None declared.

3. Election of Committee Vice-Chairman.

Following changes on the Finance and General Purposes Committee, the Chairman reported that Cllr Riordan had resigned as Vice-Chairman. Cllr Riordan **PROPOSED** Cllr Mrs. Wilkins be nominated as Vice-Chairman, **SECONDED BY** Cllr Rashid. There were no other nominations and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that Cllr Mrs. Wilkins be the new Vice Chairman of the Leisure Services Committee.

4. Minutes of the previous Meeting.

Following an emailed question by Cllr Knibb, the Clerk suggested that Item 14, the last line be amended with "Liaison Committee" being replaced with "joint liaison group". Cllr Mrs. Allen **PROPOSED** the amendment, **SECONDED BY** Cllr Riordan and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the amended Minutes of the Meeting held on Wednesday 4th February, 2009, having been circulated, be signed as a true and correct record of the Meeting.

5. Manager's Report and Arden Hall issues.

The Clerk stated that since the Council decision the previous week to refer a matter to the Leisure Services Committee, Cllr Mrs. Knibb had raised concerns about the complaint from Friends of Acorns being considered by the Leisure Services Committee, which were referred to the WALC County office for clarification. Advice was duly received to proceed but it had since come to light that the complaint also related to the behaviour of a member (or members). The Clerk therefore now advised that the matter should be deferred so that she could raise the matter with the Monitoring Officer since a statement taken by a third party had been presented. Cllr Mrs. Knibb said that as she thought the complaint had to be presented at Leisure Services Committee she had already emailed it to members. The Chairman thanked the Clerk for the advice and felt that as the content had not been known to all members to read in advance of the meeting the matter should rightly be deferred. Cllr Mrs. Knibb **PROPOSED** the deferment, **SECONDED BY** Cllr Rashid and with 8 votes in favour, none against and no abstentions, **IT WAS**

ACTION

Clerk
asap

N.B. All Minutes are deemed as draft until formally approved and signed **UNANIMOUSLY RESOLVED** that the matter not be discussed until further advice received. Members noted the report tabled by Mrs. Kite, which included a cancellation. The Hall Manager was pleased that the staff team was getting established and working well. Also with increased bookings a recent show enquiry could not be offered until August as every weekend had a function booked. Members noted the progress of building work on the new frontage and that advice on alterations was received during a visit from the WM Fire Safety Unit. The claim following the sewage leak in Arden Hall was progressing and the Clerk had been promised prompt action for the additional flooring repair when concluding work to the Spencer Hall floor (outstanding from the previous flood in December 2007). She also hoped to soon confirm dates for the replacement of carpets and safe removal of asbestos doors and replacement. The Clerk reported she had sourced a Fire Safety Awareness Training opportunity that the Hall Manager had expressed an interest in attending (£100), subject to course availability in the spring but this would be in addition to the required First Aid training. The quotation for the usual inspection and additional appraisal information by Farebrothers was tabled, to provide the information requested by the Council. A further quote had been requested by the Clerk for the additional heating and electrics reports. **ON THE PROPOSITION OF** the Chairman, **SECONDED BY** Cllr Mrs. Wilkins and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that as the surveyors had incomparable historical knowledge of the buildings that other companies could not match, that the quotation be accepted and paid upon receipt of the report. The request of the Solihull Youth Offending Service to use the Theatre Workshop was considered and after consideration, **ON THE PROPOSITION OF** Cllr Mrs. Wilkins, **SECONDED BY** Cllr Miss Ward and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that a guest speaker be invited to full Council to do a presentation to show the risks and benefits for all concerned. The Clerk suggested contacting an existing hirer to seek their views. Cllr Mrs. Knibb reminded the Clerk that Park Hall School should be invited to the March meeting. The Clerk requested the relevant contact information so that the invitation could be arranged. The two organisations would be invited to March/April meetings according to availability. **ON THE PROPOSITION OF** the Chairman, **SECONDED BY** Cllr Mrs. Allen and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Youth Council be invited to hear the presentation by Park Hall School.

6. Bar Stock Reports.

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

7. Residents' Concerns.

Members noted and discussed the circulated information. Cllr Mrs. Knibb reported on the positive action that she knew the police had taken about dangerous parking by schools, including a new campaign. Cllr Mrs. Knibb also thanked the Park Warden for action taken to clear debris at the Village Green which she had noticed. Cllr Riordan raised the request by a member of the public to discuss the reported dog fouling at Hob Farm. Cllr Mrs. Knibb felt that fouling on pavements in Castle Bromwich had certainly increased and that whilst the problems within Hob Farm were the responsibility of the Parish Council, she suggested that the Gazette be approached to raise awareness generally. She asked if signage was displayed at Hob Farm and the Chairman confirmed it was, together with a bin for dog mess to be disposed of. The Clerk had been told by Mobile Warden that he made extra visits to Hob Farm to empty the dog bin, which he said remained well used. Members discussed the issues of detection, health hazards,

Clerk
End
March/
April 09

Asst. Clerk
11/3

TK
Asap

Asst.Clerk
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Clerk
11/3

N.B. All Minutes are deemed as draft until formally approved and signed penalties, success of prosecutions, notices on lamp posts and after consideration, **ON THE PROPOSITION OF** Cllr Mrs. Knibb, **SECONDED BY** Cllr Rashid and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Clerk should contact the Borough Council (initially Alison Lush and Steve Crook, copied to the Ward Councillors) to ask for a joint approach to raise awareness of the problems caused by dog fouling in the parish. Cllr Mrs. Knibb also reported that the police were speaking to youths outside the Youth & Community Centre in Hurst Lane North and that lots of activities were taking place, including young people and older people sharing dance activities and discussing their aims/fears. Although both sides were aware that this would not solve everything, she felt it was a step forward to increasing mutual understanding.

Clerk
26/3

8. Working Party reports.

Cllr Mrs. Wilkins reported that the Buildings Working Party had met on Saturday 28th February to assess the building work and front appearance of the building. Their general concensus was the new windows were most impressive and that the metal trip rail now detracted from the overall impression and should be looked at. Their recommendation was to remove the old concrete between the flower beds and that new plants should be put in by ourselves to save expense, with volunteers being sought to decorate the entrance hall. The Clerk added that she had met with the contractors that afternoon and listed 3 outstanding snagging points for rectification. **ON THE PROPOSITION OF** Cllr Riordan, **SECONDED BY** Cllr Rashid and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the report be noted. The Clerk had not received any further quotations for additional UPVC fascia cladding. **ON THE PROPOSITION OF** Cllr Mrs. Allen, **SECONDED BY** Cllr Mrs. Wilkins and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the quotation received for new internal spotlights adjacent to the entrance doors and fascia be referred to the Finance and General Purposes Committee to consider.

Clerk/
Hall Mgr
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Cllr Mrs. Allen reported that the Events and Marketing Working Party had met that evening to establish provisional dates for the Chairman's Charity Quiz in October and for more table top sales on 7th June, 13th September and possibly in November for a joint table top sale/craft fair as suggested previously to the former AMP Committee. Cllr Mrs. Haywood added that the leaflet to promote the Friends of Arden Hall scheme could be amended to reflect that the Parish Council operated the scheme and that helping in the park and open spaces was also included. She hoped that all councillors would then sign up to the scheme as the cover and protection it gave to them was important. **ON THE PROPOSITION OF** Cllr Mrs. Wilkins, **SECONDED BY** Cllr Riordan and with 7 votes in favour, none against and 1 abstention, **IT WAS RESOLVED** that the report be noted. Cllr Mrs. Knibb added that she and Cllr Mrs. Baker had discussed card and scap-booking crafts and if the council wished to provide the room, she would contribute her skills. The Chairman asked Cllr Mrs. Knibb to put her ideas and offer in writing to the working party. The Clerk reported that cancellation arrangements of the Bridal Fayre had been completed to exhibitors. One outstanding issue was the publicity on the Parish Council website and its removal had been requested.

Working
Party

Members

TK
asap

9. Playing Field Access arrangements.

As requested by a member of the public, members discussed concerns raised about one single access point to the park. It was clarified that 2 entrances were in operation – a gate from Hodnell Close and 2 gates accessed via the drive at the side of Arden Hall. **ON THE PROPOSITION OF** Cllr Mrs. Wilkins, **SECONDED BY** Cllr Mrs. Allen and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY**

Clerk
26/3

RESOLVED that the current views of the police be sought with their recommendations for the Parish Council to consider.

10. Volunteers.

Cllr Mrs. Allen reported that the information on risk assessments was still awaited from Pertemps and then confirmation of the Council's insurance would be supplied to them. She hoped that there would be more information for the April meeting.

11. Payments.

The Clerk referred to payment voucher 1158 which was for electrical safety rectifications in the Pavilion. It had been previously suggested this could be deducted from the deferred payment of £300 claimed earlier by the Castle Bromwich Cricket & Sports Club.

Following scrutiny by members the Clerk answered 3 questions from Cllr Mrs. Knibb. **ON THE PROPOSITION** of Cllr Mrs. Wilkins, **SECONDED** by Cllr Miss Ward and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the payments be approved.

12. Clerk's Report/Open Spaces Report.

The Clerk reported that the Fusion Project wished to repeat the now established and successful sports coaching during the Easter holidays (6th-17 April) which she had provisionally sanctioned for free use of the park in line with council policy and previous resolutions. Football enquiries were being received for the next season and investigations to be pursued by the Clerk with the Council contractor on possible re-siting of pitches in the playing field. Cost of fertilizing would be £210.30 per pitch of £711.70 for 5 (2 small =1 adult) and after consideration of views, **ON THE PROPOSITION** of Cllr Mrs. Wilkins, **SECONDED** by Cllr Mrs. Allen and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Clerk seek confirmation from the contractor on the fertilizer used and the protection offered to animals and public when used if all pitches were fertilized in the spring. The Clerk had sanctioned the contractor to remove soil for £330; remove playground concrete and replace with slabs for £188.30 and repair the tennis court fence for £45.42. The Clerk said that regular pavilion hirers had submitted their annual booking forms by the deadline given of 20th February but the plans by the Clerk to process these bookings had been severely hampered due to an unexpected increase in her workload. With her forthcoming leave she remained concerned about this task being delayed.

13. Village Green access request.

The Clerk had no further news to report on this matter so the public were not requested to leave the meeting for a confidential discussion.

14. Castle Bromwich Cricket & Sports Club.

Members noted that at the February AGM of the Cricket and Sports Club, the former Chairman, Secretary and Social Secretary had stood down. The Clerk had written to thank them for their contribution to work of the Club and their help. The new Chairman, Brian Kavanagh, had booked the Pavilion for a meeting for the new General Committee but also made two requests by email. As the sole remaining keyholder (the second set of keys had been promptly returned to the Clerk by Graham Cook) Mr. Kavanagh asked that 2 additional keyholders be approved by the Parish Council. The Clerk had arranged for Park Wardens to do weekend opening/closing until the Council reached a decision. Cllr Mrs. Knibb asked if the 2 named people were reliable, sensible and trustworthy. The Chairman suggested that references be obtained and a meeting arranged to ensure their clear understanding about absolute responsibility for the building. It was also suggested that the new Social Secretary and President be invited to that meeting, with the Clerk contacting everyone to arrange a mutually convenient date. **ON THE PROPOSITION** of Cllr Mrs. Wilkins, **SECONDED** by Cllr Miss Ward and with 8 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the suggestion by Cllr Riordan to seek renewed confirmation from the Council insurers before issuing keys to non-staff.

Clerk
18/3

Joint
Liaison
group
tba

