

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

Those present:

- Chairman** Cllr Mrs. A Haywood
- Councillors** Cllr Mrs. P Allen Cllr Rashid Cllr Miss J Ward
Cllr M Hayes [Items 1-10] Cllr Mrs. B Wilkins
Cllr J Riordan
- Officers:** Mrs. C Tibbles, Clerk to the Council/RFO
Mrs. T. Kite, Hall Manager [Items 1-7]
- Public:** 1 member of the public [Items 1-4, 6-8].

1. Apologies.

The apologies from Cllr I Hiley and Cllr Mrs. T Knibb were accepted for the reasons given. Cllr R Amos was absent.

2. Declarations of pecuniary or other interests.

None declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Riordan, **SECONDED BY** Cllr Mrs. Allen and with 7 votes in favour, none against and 0 abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 7th October, 2009, 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 Manager's Report and increase in conference bookings being accommodated, although additional equipment would assist in providing refreshments. Customer satisfaction returns were being analysed and frequent compliments were still being received, particularly on staff helpfulness and recognising the good facilities with groups being keen to return again. Mrs. Kite had suggested revised wording for the deposit and the Chairman asked members to consider this or other options. This topic was discussed at length and **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Rashid and with 7 votes in favour, none against and 0 abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the hire charge leaflet be revised to show "A deposit of £150 or payment in full (if hire charge is less than £150) is required to secure your booking". Quotes would be sought for improvements to the fire alarm system.

5. Bar Stock Reports.

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

6. Pavilion Hire 2011/2012.

After discussion, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Miss Ward, with 7 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the booking procedures for the Pavilion and pitch hire be brought into line with Arden Hall. The diary for both facilities would be operated for more than 15 months in advance.

TKite
Dec 09

Staff
Dec

7. Quotations and future work.

Members considered the quotations circulated and were reminded that one quotation had been submitted by the company owned by Cllr Hiley, who was absent from this meeting, but had declared a prejudicial interest at the last meeting. The merits of the different options available from multiple quotations by different companies were seriously considered in relation to the benefit for customers and long-term value. **ON THE PROPOSITION** of the Chairman, **SECONDED BY** Cllr Mrs. Allen, with 7 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the quotation from Glass and Glazing (submitted by Cllr Hiley) be accepted to replace 6 windows in the Spencer Lounge with new double glazed units, with upvc base panels and integral blinds and detachable controls. Members agreed with Cllr Hayes request for work to be scheduled carefully and that powers be delegated to the Clerk and Hall Manager to resolve any issues that arose, especially should modifications be necessary during installation. Members asked that a neutral colour be chosen by the Hall Manager for the blinds.

T.Kite
Nov mtg

8. Residents' Concerns.

Members noted the circulated information. The Clerk had written to all residents adjacent to Hob Farm about ground damage and rubbish. Reassurance had been offered to a resident who had been upset by the implications.

9. Dog Byelaws.

After discussion, **ON THE PROPOSITION** of Cllr Mrs. Wilkins, **SECONDED BY** Cllr Rashid, with 7 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Borough Council be asked if their byelaws were borough wide and covered parish council land; what their byelaws covered, in all areas not just dog matters, what regulations related to dogs on leads and/or extendable leads and what arrangements were made for disposal of dog waste. A copy of the NALC advice would be forwarded to the Borough Council. Members felt that the consideration of signage changes, requested by Cllr Harris, would be dependent on the above response so was deferred. The Assistant Clerk would continue with her research on the issues of dog fouling and waste.

Asst Clerk
Nov 09

Asst Clerk
Asap

10. Outstanding Matters.

After consideration, members agreed on the following priorities: hire charges 2010/2011 to be agreed at the December meeting and in January to review the lease agreements, business tenancy, marketing and promotions publicity. **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Mrs. Wilkins, with 7 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the Council should consider an external appraisal of the community consultation replies and Cllr Miss Ward would make enquiries for this type of assessment.

LSC
Agendas

JW
asap

11. Payments.

Following discussion, **ON THE PROPOSITION** of Cllr Riordan, **SECONDED BY** Cllr Hayes, with 6 votes in favour, none against and no abstentions, **IT WAS UNANIMOUSLY RESOLVED** that the payments as circulated by approved.

12. Clerk's Report/Open Spaces Report.

Members noted that maintenance checks at the Village Green spaces had been completed, Park Hall Academy had assessed potential areas for art displays at Arden Hall, the site meeting had been cancelled by the Club to discuss possible development opportunities; emergency playground repairs had been completed; tree work completed at Whateley Green but new investigation at Village Green; the Club's New Year's Eve Event had been satisfactorily clarified with the Licensing Department, the police and the Club; the offer of a discounted bench from a new supplier had been considered by the

Castle Bromwich Parish Council

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

Youth Council and the Clerk would arrange to purchase this in readiness for their sensory garden project. As the consultation closing date had passed no new forms were being distributed. Members considered the grass cutting frequency and would bear this in mind with future contracts and budget considerations. Recent communications were highlighted for members.