
**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 6TH FEBRUARY 2008
AT 7.30 PM**

Those present:

Chairman Cllr J Riordan

Councillors

Cllr Mrs. P Allen
Cllr E Knibb
Cllr Mrs. T Knibb
Cllr Mrs. A Haywood

Cllr Miss J Ward
Cllr Mrs. B Wilkins

Officers: Mrs. C Tibbles, Clerk to the Council

1. Apologies.

The apologies from Cllr Mrs. J Smith were accepted for the reasons given. Cllr M Rashid was absent.

2. Declarations of pecuniary or other interests.

None declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Mrs. Knibb, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 2nd January, 2008, 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 January report written by Mr. Witten, in the absence of the Hall Manager, and noted the contents. The problems highlighted regarding the stage electrical wiring were discussed and members instructed a specialist assessment be made for safe working, including if necessary fuse box upgrades/replacement. The Clerk suggested that grant funding applications be prepared to help fund this work.

5. Bar Stock Reports.

Under confidential terms, members noted the stock reports and bar trading analysis.

6. Residents' Concerns.

Members noted the circulated information. The tree problem raised by a resident was discussed and the delay in addressing his concerns was regretted. As Bovis Homes had stated the area was not their responsibility, the Council had instructed their tree surgeon to comment on the area at Bradford Gardens. **IT WAS RESOLVED** to discuss his report at the February Council meeting and consider action. The complaint about dog fouling on pavements had been acknowledged by the Cllr Mrs. Wilkins. The Parish Council agreed with the resident but had no jurisdiction over pavements, as these were the responsibility of the Borough Council. The Parish Council however did have responsibility for land which they owned and took their duty seriously by providing several dog bins on all open spaces and employing Wardens.

7. Communications.

A Witten
21/2/08

Members
ASAP

A s s t .
Clerk
15/2/08

Asst.Clerk
15/2/08

Routine communications as listed on agenda were noted. The letter received from the Castle Bromwich Ladies Club was discussed and their questions at the previous week's Council meeting were considered. Cllr Mrs. Wilkins said the Club had every opportunity over the past 42 years to use Arden Hall more regularly and that advance bookings were clearly encouraged by all groups. Cllr Knibb said the decision had been made for sound economic and business grounds as the Parish Council needed to maximise income. New Year's Eve was by far the most financially successful event organised by the Parish Council. Before the event had been begun (by a previous Hall Manager), local parishioners with children had complained that Arden Hall was their local venue and that something should be provided for families to attend on this prime night. **IT WAS UNANIMOUSLY RESOLVED** that the decision previously made not to accept their request for a booking was binding. As there were special regulations to prohibit reversing decisions made by Council for a period of 6 months, the decision could not be revisited until later in the year and members felt it would be unlikely to change at that time.

8. Review of Hire Regulations.

Members reviewed the operation of the revised hire regulations that had been in operation for 3 months. Operation of the Hire Bond had been manageable but members confirmed that Managers had discretion and it need not be applied to children's parties held in the pavilion. Cllr Knibb urged that opportunities to pay by Switch/credit card be explored in the future and website development of bookings via the internet, providing the security for council and hirers was ensured.

Members considered the catering provision at funeral receptions and previous reservations were discussed. **IT WAS UNANIMOUSLY RESOLVED** to accept Cllr Mrs. Knibb's offer to co-ordinate these events and investigate caterers and contracts. Cllr Mrs. Haywood's advice was accepted that the caterers used should offer exceptional service to protect the reputation of the Parish Council. Cllr Mrs. Wilkins expected quality and reliability with sample menus and commission to the Parish Council. The leaflets produced by Cllr Mrs. Knibb were commended.

9. Tree Report.

As agreed earlier, the report would be circulated to members for consideration at the next full Council meeting.

10. Playground Inspection – update.

This matter was deferred as no reply had been received from contractors since November.

11. Payments.

ON THE PROPOSITION of Cllr Mrs. Wilkins, **SECONDED** by Cllr Mrs. Haywood, **IT WAS UNANIMOUSLY RESOLVED** that the payments as set out in the enclosure, be approved. The Clerk tabled the latest budget printout.

12. Clerk's Report/Open Spaces Report.

Clerk
22/2/08
Letter
cc:JR/BW/
TK

TK/Mgrs.
ASAP

Clerk
20/2/08

A s s t .
Clerk
15/2/08

A written request had been received for use of car park for burger stand, acknowledged and deferred to next meeting. Members were requested to research sample agreements for mobile catering (e.g. ice cream trading) so that possible income could be generated if members felt benefit of providing a service outweighed litter, smell, H&S factors. Pavilion improvements had been commenced by Cricket & Sports Club for external scoreboard. The Working Party had met earlier that evening to liaise on internal clubroom works and the late notice had made it necessary to move hirers to accommodate flooring replacement over the half-term weekends. Damage had been sustained to War Memorial wall and repaired promptly by Mobile Warden, as previously. A nearby walking group had arranged to visit park for local ramble which was a welcome event. Caroline Spelman MP would finish using Arden Hall in September and focus her surgeries at Chelmsley Wood library so sadly no future bookings to be received.

The Clerk reported on the outstanding action points from previous meetings: no update on quote for the recommended silver protection painting or research on solar panels (scaffolding quote also needed); crockery still awaiting disposal, contact to be made with artist regarding display of work, staff absences continue - Arden Hall duties were still extremely time consuming but the caretaker vacancy had now been filled and start date to be confirmed. However, the resignation of Mr. Witten would be considered by Staff Panel and appropriate action considered. The website was in need of further updating and Cllr Mrs. Knibb volunteered to consider taking on this responsibility. Assistance was requested for the Chairman's Quiz and Cllr Mrs. Wilkins undertook this role. Voluntary Workers had commenced on the ditch – good progress already but availability of team was part-time, however very willing and Parish Council staff had been commended already for their helpful attitude. No further news or information received on CCTV maintenance/improvements. Yet again there were changes to membership so the signing of the terms of reference would require further amendment - deferred to the next meeting because Asst. Clerk had been diverted on AMP activities and research. Report was still awaited on repairs to water damage of Spencer floor.

A councillor enquired about the Spitfire public house problems and the Clerk confirmed that the licence was subject to a review and this would be an agenda item for the next Finance and General Purposes Committee as part of the consultation by the Borough Council. The Clerk reported that Cllr Mrs. Allen had provided a comprehensive update on her efforts to improve the open spaces and this was discussed by members. Members commended the positive effects