
**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 6TH JUNE 2007
AT 7.30 PM**

Those present:

Chairman Cllr J Riordan

Councillors

Cllr J Gibbins

Cllr Mrs. A Haywood

Cllr E Knibb

Cllr Mrs. J Smith

Cllr Miss J Ward

Guest: Bor. Cllr M Robinson (Items 1-7)

Officers: Mrs. C Tibbles, Clerk to the Council

Public: 9 member of the public (Items 1-7)

Before the meeting commenced, a moment of silence was held in respect to Councillor Mick Hughes who had died at the weekend. Cllr Riordan paid tribute to his valuable contributions made to the work of the Leisure Services Committee over a number of years and sent **condolences to his widow and family.**

1. Apologies.

The apologies from Cllr Rashid and Cllr Mrs. B Wilkins were accepted for the reasons recorded. Cllr C Pearce was absent.

2. Declarations of pecuniary or other interests.

None declared.

3. Election of the Vice Chairman.

ON THE PROPOSITION of Cllr Riordan, **SECONDED** by Cllr Mrs Smith, **IT WAS UNANIMOUSLY RESOLVED** that Cllr Mrs. Haywood be elected as Vice-Chairman of the Leisure Services Committee for the Civic Year 207-2008.

4. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Mrs. Haywood, **SECONDED** by Cllr Mrs Smith, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 2nd May 2007, having been circulated, be signed as a true and correct record of the Meeting.

5. Village Green Parking Issues.

At the invitation of the Chairman, Bor. Cllr Robinson explained the background to the approach made to the Borough Council by petitioning residents regarding parking/access problems near the small green. When people parked without due consideration for others it frequently prevented a resident reaching their home, accessed via land owned by the Parish Council. The Borough Council had granted planning permission for the home to be built, arrangements made with the Parish Council for legal access across the land in question and the residents had a right to get vehicles in/out of their home. As some damage had occurred to the edge of the grass, Bor. Cllr Robinson asked the Parish

Council to consider allowing the residents in question to widen the existing driveway by approximately another three feet. Cllr Gibbins queried the specific boundary of the Parish Council land in question but **PROPOSED** that the matter be supported in principal, whilst clarification was sought and the deed plans examined which he believed would show the information. The proposal was **SECONDED** by Cllr Miss Ward and **IT WAS RESOLVED** that the Bor. Cllr Robinson should provide detailed plans to the Parish Council of the grass area that could be removed to improve access and appearance. Bor. Cllr Robinson had already presented the petition from residents to the Borough Council and that had initiated procedures for officers to be involved, survey the area and plan recommendations. Every resident that would be affected should be consulted in due course for their views. After consideration and **ON THE PROPOSITION** of Cllr Gibbins, **IT WAS RESOLVED** that the Leisure Services Committee support the total prohibition of waiting (double yellow lines) in The Green and Old Croft Lane as shown on plan 6702 in principal at this stage, subject to individual consultation by the Borough Council of all those affected in the area.

Cllr Knibb declared a personal interest, although not specifically affected at this stage, but due to the potential for his home situation if motorists sought nearby alternative parking locations. He therefore declined to take part in the discussion or any decision and withdrew from the table. Bor. Cllr Robinson further requested that consideration be given to the road by the Little Green being widened so that access for residents in the terraced houses and neighbouring businesses would be improved. Members recognized that there was a traffic bottleneck in this area and Cllr Mrs. Smith knew of the damage done to mirrors and vehicles of residents of The Green. **IT WAS RESOLVED** that if the Borough Council was able to fund highway improvements in this way, the Committee could consider the matter further, subject to detailed drawings being submitted and financial confirmation of no charge to the Parish Council. Cllr Knibb commented that he had witnessed the main problems occurring during the daytime. The Chairman thanked Bor. Cllr Robinson for his diligence in this matter and looked forward to hearing more in due course.

6. Manager's Report.

Members considered the report written by Mr. Witten and Miss Ratcliffe in the absence of the Hall Manager. After discussion and consideration, **ON THE PROPOSITION** of Cllr Knibb, **SECONDED** by Cllr Mrs Smith, **IT WAS UNANIMOUSLY RESOLVED** that the cheapest quotation for a superior specification floor buffer machine from Myona Ltd be accepted and that a floor buffer machine for £340 and the brush attachment for £57.92 (+VAT) be accepted. The quotation from Dowding & Plummer Ltd was not accepted. The cancellation was discussed and the normal 50% refund approved, even though it was a late notification. **ON THE PROPOSITION** of Cllr Gibbins, **IT WAS FURTHER RESOLVED** to increase this to a full refund, as members had been touched by the very sad circumstances surrounding the cancellation. **IT WAS UNANIMOUSLY RESOLVED** to allow the Flower Club to hold the celebratory meeting as outlined suspending one of the prohibitory hire regulations (although setting a precedent on this occasion) the Clerk was asked to send a letter of appreciation and regret at their closing after so many years.

7. Residents' Concerns.

The Chairman invited comments from members on the circulated information, making particular reference to the email from Julie Hood on behalf of Mr. and Mrs. Lane at 63 Water Orton Road. Although this problem had been discussed extensively in the past by members, new information had been established by Severn Trent. Cllr Mrs. Haywood said it was important to resolve the problem to everyone's satisfaction and Cllr Knibb asked if owners were each responsible for drains under their land. Bor. Cllr Robinson thought,

from his experience, that owners were responsible for drains located within the boundaries of their land. The Clerk knew that a specialist site survey had been conducted in the 1990's by the Parish Council and the information studied by the Borough Council in their assessment of the situation the previous year. She confirmed that the Park Wardens made routine inspections of the drainage ditch at the rear of the tennis courts and that extra checks were made before, during and after severe rainfall. The Chairman was grateful for photographs/information that had been available before the meeting by neighbours but it was mentioned that the problems had only arisen in the past five years, with no difficulties during the 15 years prior to that. After discussion and acknowledgement of the need for specialist advice, **IT WAS UNANIMOUSLY RESOLVED** to invite representatives from Severn Trent, Solihull MBC Environmental/Highways, Parish Councillors and residents to a site meeting (convenient date to be agreed) in the rear garden of 63 Water Orton Road, with the permission of Mr and Mrs. Lane, to share information and jointly endeavour to find an acceptable resolution.

8. Communications.

Routine communications received since last meeting were noted as follows: Thank you letters for Chairman's Charity donations from Castle Bromwich Brownies, Castle Bromwich Infant School, Castle Bromwich Friends of Acorns, Age Concern, Castle Bromwich Junior School, Castle Bromwich Cubs and Scouts, North Solihull Voluntary & Community Alliance newsletter promoting 'Volunteering Week' and Networking Event on 5th June at 10 am / Dog Control Order – Solihull MBC 'Notice of Intention' / Veterans World newsletter / Planning Appeal 362-364 Chester Road on 24th July / Heartbeat NHS / Castle Bromwich Gazette / Colebridge News / Regeneration community involvement / DIS Bulletin and NALC updates / WALC bulleting and updates / New Horizons Conference for Democratic Planning on 23rd June / North Solihull Business Forum newsletter / National Savings Interest Rates / Your Solihull magazine / new bus stop locations in Chelmsley Wood / Grant Aid application for Fusion project / copy of letters to Solihull MBC from Cllr Bull requesting bollard repair, bollard replacement, street sign replacement and missing fire hydrant sign / Opportunities bulletins / 'Reachout' drug information / Solihull Trading Standards warning on tarmac gangs / HM Revenue & Customs employer update / Notification of closure of Investment Account by 10th August / Clerk Journal / Sustain Bulletin and Funding information and questionnaire / Vol-u-me Council for Voluntary Service Exchange Newsletter / WM Police Authority update on consultation / Grapevine Mobile Bars / Children's Centre Stakeholder Meeting on 23rd May / HR Procurement and Finance seminar on 23rd May / reference request for supplier / VAT booklet 'Reliefs for disabled people' / Safeguarding local children poster / Fire Marshal training opportunities / NHS Community Rehabilitation support / Smokefree advice / Solihull Tree Wardens Group Minutes / Standards Board Code of Conduct information / nPower change of rate to Climate Change Levy / Supplementary Consultation Paper on Draft Freedom of Information and Data Protection (2007) changes / notification of National Minimum Wage changes from 1st October / BT broadband amended terms and conditions / Lottery Application notification of reference number / sales brochures.

9. Report of Working Parties.

Cllr Riordan reported that the Marketing Working Party had met and took the opportunity to promote the forthcoming Chairman's Charity Quiz night on Friday 27th July. The Working Party felt past and forthcoming events needed better marketing via the website and a regular Arden Hall newsletter to the Gazette to gain publicity would be beneficial. Cllr Gibbins was invited to report on the Hire Regulations Working Party and asked for

a representative of the insurers to attend a meeting. The Clerk warned there may be a travelling charge for such a visit, as they were based in Woking and did not have locally based representatives. Cllr Gibbins felt it would be useful to have information from other parish and town councils about who they were insured with and any sample hire regulations/booking forms.

16. Bar Stock Report.

Cllr Gibbins requested to return to the discussion on Arden Hall matters as members of the public had left. Under confidential terms, members noted the bar trading analysis and stock information supplied and raised concerns about the level of the discrepancy during the latest period. **IT WAS RESOLVED** that line checks be carried out on stock items showing the largest discrepancy.

10. Waterloo Housing – Summer Activities.

After consideration of the request, **IT WAS UNANIMOUSLY RESOLVED** to again support this valuable community venture providing extended range of activities for local youngsters. The Clerk was requested to clarify the envisaged volume of music, proof of insurance for outdoor and indoor activities including personal liability for injury, no access to pavilion or toilets but in the event of extreme weather the Pavilion/Arden Hall staff would make their best endeavours to provide indoor shelter, according to availability.

11. Land Registry.

Members studied the documentation on display which was duly noted and after consideration, **IT WAS UNANIMOUSLY RESOLVED** to query the boundaries shown for the area adjacent to the Small Green (at the Village Green) with the Land Registry office and to consult with Bovis Homes about the boundaries shown at Bradford Gardens.

12. Year End Accounts 2006/07 and Audit requirements.

Cllr Gibbins requested another copy of the explanatory audit documentation that Cllr Knibb had previously discussed with him. After noting the information circulated, **IT WAS RESOLVED** that the Finance and General Purposes Committee examine and scrutinise the information further and that consideration be given to establishing an Audit Working Party, hopefully assisted by Cllr Bull.

13. Staff Committee.

Members discussed the formation of a staff committee but agreement could not be reached. Cllr Gibbins commended the excellent Discipline and Grievance policy and felt the existing Staff Discipline/Grievance Committee met the needs of the Council. The Chairman and Cllr Mrs. Haywood explained that legal and professional advice agreed that a Staff Committee was required to protect the Council and make recommendations on staffing matters that were outside the remit of the discipline panel. A confidential discussion took place on a specific matter and the Clerk received advice on future action.

14. Accounts.

ON THE PROPOSITION of Cllr Gibbins, **SECONDED** by Cllr Mrs Smith, **IT WAS UNANIMOUSLY RESOLVED** that the accounts as set out in the enclosure be approved.

15. Clerk's Report/Open Spaces Report.

The electrical inspection report had still not been received and was required for the insurers. No further information had been received regarding potential playground development but a resident had responded positively to the potential Fusion project in Hob Farm, happily giving her assistance. The security problem at Hob Farm had been satisfactorily resolved without any compromise being required. The Cricket & Sports Club were investigating funding opportunities and would like to invite membership from the Leisure Services

Committee and the Chairman volunteered his services for this task. A concern had been noted by the Clerk about loud music from the pavilion until 11.30 p.m. Responsibility for the Theatre Workshop keys had now been handed over to the Arden Hall office, a new padlock installed and an old set of keys returned to the Clerk.

The ASB problems in the park had reduced and no additional support requested by Wardens, hopefully dispersal order would assist greatly. Holiday cover had been maintained and Wardens seemed content to call upon the police and ACD Security in the event of any problems. One Warden had been bitten by a dog and given assistance by Miss Ratcliffe when she arrived for duty later that afternoon, for which she had been thanked. Cost of taxi and treatment had been paid by the Parish Council. The identity of the dog owner was not known but the matter had been reported to the police. Although previously agreed, the Clerk had been unable to find out how to change the dog byelaws regarding 'leads by direction' and asked members to consider whether this should apply to all areas of open space or just the playing field. Fly tipping problem has not been concluded and recommendations requested for skip/rubbish removal companies. It was suggested that Waterloo Housing may be approached to assist in the removal of the fly tipping. Some tables had been removed and a donation received for the Chairmans' Charity Fund. A residents concern with trees/fence damage had been discussed with the Borough Council Tree Office who had confirmed it was not an ownership responsibility of the Borough Council, who had suggested that liability be investigated with Bovis Homes who remained owners of other hedgerows nearby.

Staff matters continued to be time consuming, vacancy for a new cleaner has been advertised and a bar assistant was needed and a medical referral to occupational health was being processed. The minimum working wage from 1st October would require a pay increase from £5.35 to £5.52 for bar and cleaning staff.