

**MINUTES OF THE MEETING OF THE
LEISURE SERVICES COMMITTEE
HELD IN ARDEN HALL,
CASTLE BROMWICH ON
WEDNESDAY, 7TH DECEMBER 2011
AT 7.30 PM**

Those present:

- Chairman** Cllr Mrs. P Allen
- Councillors** Cllr R Amos Cllr I Hiley Cllr Terry
Cllr M Hayes Cllr E Knibb [Items 4-end]
Cllr Mrs. A Haywood Cllr J Riordan Cllr Miss J Ward
Cllr Mrs. B Wilkins
- Guest:** Mr. J. Holland, Parish Plan Steering Group [Items 1-5 only]
- Officers:** Mrs. C Tibbles, Clerk to the Council/RFO
Mrs. T Kite, Hall Manager [Items 1-8 only]
- Public:** None.

1. Apologies.

The apologies from Cllr M Rashid were noted for the reason given.

2. Declarations of personal or other interests.

Cllr Riordan declared a personal and prejudicial interest in Item 8 by reason of being a member and Treasurer of a regular hiring group who would be affected by the new hire charges.

3. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Amos, **SECONDED BY** Cllr Hiley, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 2nd November, 2011, having been circulated, be signed as a true and correct record of the Meeting.

4. Parish Plan Steering Group – Guest Speaker: Mr. John Holland.

The Chairman welcomed Mr. Holland to the meeting and members listened with interest to the work of the group in preparing the Parish Plan for the next 10 years. Views and questions were being gathered that could be put forward for possible inclusion in the consultation document being prepared. The environmental areas he invited views on, either now or sent to him after the meeting, were noise, traffic calming, environmental pollution (light and noise), smells, dogs and fouling. Residents would be invited to say what they would like to see in future or what they feel would benefit the parish. Mr. Holland had contacted the Borough Council for their plans and was waiting for information. Members discussed dog fouling, licensing, changing age profile of the parish in the future, car parking problems, cycling facilities, recycling management, insulation improvements and energy costs. On behalf of members, the Chairman thanked Mr. Holland for the thought provoking discussions.

5. Manager’s Report and Hire issues.

Members noted and considered the circulated report, being pleased that the New Year’s Eve party tickets had sold out within 20 minutes, giving consideration to changes for 2013 and an increase in ticket prices. A new staff appointment had been made to the team. The upgrade had been completed to the fire alarm system but specifications for the Spencer Hall improvements were awaited. Consideration

ACTION

Members
asap

Hall Mgr
Nov.2012

of future works were discussed briefly.

6. Bar Stock Report.

Under confidential terms, members noted that the computer had failed and there was very limited information available to the Hall Manager. Until a new system was installed it would be not be possible to function fully.

7. Stage Curtains.

Following consideration of the two vastly different quotes, members agreed to ask hirers who used the stage what specialist facilities they had used this year. Until then, it would not be feasible to assess and justify the investment needed so the matter was deferred.

Hall Mgr
Jan.12

8. Review of Hire Charges from 1st April 2012.

ON THE PROPOSITION of Cllr Hiley, **SECONDED BY** Cllr Mrs. Haywood, **IT WAS RESOLVED** that Cllr Riordan remain in the room due to the outside temperature but would not take part in any discussion or vote.

Following consideration, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED BY** Cllr Mrs. Wilkins, **IT WAS RESOLVED** that the A rate hire charges would be increased in the region of 5%, being rounded to the nearest £5 or £10 level where possible; the phased increase in Pavilion hire charges last year to match Lounge rates would be continued and the increase on Saturday and Sundays would be in the region of 10%, also being rounded to the nearest £5 or £10. Sundry charges were re-assessed and the Hall Manager's advice accepted. Cookers would be reduced to £20, Q-build increased to £80, Skittle Alley to £40, 2 Alleys £50, Stage Lighting for a basic rig by staff would be £50 for up to 3 nights. Full show production lighting, mainly by 3 hiring groups, would be priced upon application and conditions applied to prevent damage and protect investment due to the costs of repairs and mistaken diagnoses in the past.

Hall Mgr
31/12

9. Budget Planning 2012/2013.

Following consideration of the working party recommendations, **ON THE PROPOSITION** of Cllr Riordan, **SECONDED BY** Cllr Hiley, **IT WAS UNANIMOUSLY RESOLVED** that the amendments to the budget (see Appendix 1) be recommended to Council, subject to allocations for rates and grounds maintenance being delegated to the Bookkeeper and the Clerk to re-assess. A list of increased allocations was established should these revisions become feasible. The replacement of the garage was an overdue priority which would require further consideration as a capital project.

Council
21/12

Clerk
28/12

LSC
Jan.12

10. Residents' Concerns.

Members noted the information and the further letter from a customer was also noted.

11. Consultation – Hob Farm Recreation Ground.

Members noted the draft consultation and the Clerk was asked to arrange distribution to seek views of adjoining residents.

Clerk
8/12

12. Diamond Jubilee – Tree Planting.

At the suggestion of the Chairman, **IT WAS RESOLVED** that the Open Spaces working party meet in January, date by agreement, to formulate arrangements for this project and decide planting locations. A quotation was awaited to accompany the recommendations recently received from Midland Forestry.

Open Spaces
WP – tba

13. Working Party Reports.

Cllr Mrs. Haywood tabled a report from the stonemason who had inspected the War Memorial, giving details of recommendations for consideration. Members agreed this was an important matter and that taking the overgrown hedge out now

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

would prevent further damage to the wall. It was hoped that the Council would support the cleaning and any possible restoration to red lettering or other stonework as a fitting community project in the Jubilee year, making financial provision as necessary. **ON THE PROPOSITION** of the Chairman, **IT WAS UNANIMOUSLY RESOLVED** that Standing Order 1(a) be suspended for 20 minutes to allow business to be concluded.

The Chairman reported that as a member of the Events Working Party she had undertaken the following: on 10th and 11 November, shopping for food for Remembrance Sunday; on 12th November with Cllr Mrs. Haywood, Cllr Riordan and Mrs. Riordan they had prepared food for the reception after the Remembrance Service, with the amount of food for 2013 being increased as so many people were attending; on 29th November she had purchased the 160 mince pies for the Carol Concert; by selling ham and cheese rolls at Chris Beebe functions in the Hall she had raised £55.96 this year for the Chairman's Charity Fund. As a member of the Buildings and Open Spaces Working Party she had undertaken the following: on 6th November planted the replacement rose in the Garden of Rest; on 20th November put another 10 bags of soil improver in the Garden of Rest; on 21st November planted 6 cyclamen in the war memorial garden, put 2 bags of soil improver on the war memorial garden, 2 bags on Bradford Road garden and 5 bags on the Sensory Peace Garden. 40 bags of 40 litres had now been put on all the gardens which were now finished for this year. They were waiting for some branches on the trees in the Garden of Rest to be pruned.

The Grants Working Party would be meeting to continue preparing information for funding applications.

WP
Dec.12

14. Playground Inspection Report.

Members noted the RoSPA report and the completion of the safety surfacing works to the climbing net. Other surfacing works were not high risk and could be undertaken when budget provision had been established. The Clerk would allocate some tasks to wardens but was seeking urgent quotation for repairs to a roundabout problem, which members noted would exceed the existing budget for safety works. This piece of equipment was extremely popular and could not easily, or safely, be immobilised.

Clerk
asap

Clerk
Asap

15. Clerk's Report/Open Spaces Report.

The Clerk reported that since the last Council meeting when new priorities had been set, there had been a consequential change to her plans, requiring adjustments in many areas with some tasks remaining incomplete. The additional security gate was installed, locks purchased and keys issued but instructions on usage not yet agreed; the fire alarm upgrade had not gone smoothly being delayed since the order was placed last March, PAT testing undertaken but replacement required of a few items that had failed and been quickly disposed of; asbestos quotes had been received but not yet assessed; administrative work for the council requiring attention which over the next couple of months she felt would be sadly increasing. Members noted the Clerk's strong concerns about the implications on prolonged risk of staff exposure whilst implementing council decisions and although being grateful to one councillor who offered personal assistance, **ON THE PROPOSITION** of Cllr Mrs. Haywood, **SECONDED BY** Cllr Mrs. Wilkins, **IT WAS UNANIMOUSLY RESOLVED** that the Clerk should engage a security guard to accompany staff on some shifts.

Clerk
8/12