

Castle Bromwich Parish Council

MINUTES OF THE **LEISURE SERVICES COMMITTEE** MEETING
HELD IN THE PAVILION, ARDEN HALL, CASTLE BROMWICH
WEDNESDAY 5th FEBRUARY 2020, 7.30PM



Committee members: Cllrs K Shaw (Committee Chairman), S Beechey (vice-Chairman), Mrs P Allen, D Hinsley, E Knibb, K McCoy, M Rashid, J Riordan, M Strong, Miss J Ward

Committee quorum is 4 members.

Present Councillors: K Shaw, Chairman
S Beechey, vice-Chairman
Mrs P Allen
D Hinsley
K McCoy
J Riordan
M Strong (late arrival, arrived at * below)
Miss J Ward

Officers: Mrs G Lungley – Support Officer
Rachel Gorton – Arden Hall Manager

Members of the public: 3 + 2 council members of staff

LSC
20-02/01 **Chairman's Welcome**
Cllr K Shaw welcomed all to the meeting and reiterated the emergency evacuation procedure.

LSC
20-02/02 **To note apologies for absence**
Apologies for absence had been received from Cllrs E Knibb, M Rashid, M Strong apologies for lateness.

LSC
20-02/03 **To receive members' declarations of disclosable interests**
None received

LSC
20-02/04 **To receive and consider members' dispensation requests, if any**
None received

LSC
20-02/05 **Public Forum - To hear from members of the public**
Standing Orders suspended for this item only.
Members of the public put the following questions and observations:
1. What happened to the Working Party arranged in July 2019 to review the hire charges? Agenda item 10 refers.
2. The times for opening the gate access to Arden Hall park were inconsistent and could vary between 7.55am and 9am. A key had therefore been provided by a park warden to the member of the public to open up the gates independently which was only used when the warden did not turn up and the member of the public would lock the gates behind him. Agenda item 9.3 refers.

*Cllr Strong joined the meeting.
The member of the public listed various shortcomings relating to the park's upkeep and was advised to direct future concerns immediately to the parish council office or Arden Hall reception.

3. (1) What is this about 'pods for the homeless'? Item 9.2 refers.
- (2) Why are residents not allowed to have a key to access the park when twelve residents of Hobs Farm have 24-hour access? Item 9.3 refers.
- (3) Why raise this now when it relates to something that happened in 2010? Item 9.4 refers.

LSC
20-02/06

To receive and consider the minutes of the previous meeting

The draft minutes of the committee meeting held 8th January were circulated and agreed a true and accurate record of what took place and signed by the Chairman.

LSC
20-02/07

Hall Manager's report

Mrs Gorton presented her report, as attached. This was noted.

Additional note: the bar staff will be trained in the use of the tills on 14/02/2020.

LSC
20-02/08

Review of items considered at the previous meeting:

- .1) Overhanging trees on the village green: the tree surgery previously identified had been carried out. The recent tree survey identified work to be done within four weeks; it was agreed to proceed with the work to trees identified as 2280 and 2235 immediately and to seek quotes for the other works identified to be done within 13 weeks and 1 year.
- .2) Asbestos removal work, update
SMBC's Senior Compliance and Maintenance Manager visits weekly and provides an update. All work is proceeding to plan.
- .3) Double bund at Bradford Gardens
Currently awaiting 3rd quote; authority delegated to Interim Acting Clerk to proceed with the works.
- .4) Play equipment
Completion of the repairs was reported previously; the contractor is seeking payment for the works. **It was agreed** to not pay until all concerns have been dealt with by the contractor and he would be invited to site to discuss further. Additionally it was agreed to seek quotations for wetpour surfacing of the site.
- .5) Delamere Close access to Arden Hall park
This access needs attention by the park wardens. Quotations would be sought to remove the existing gate and consider alternatives that would prevent access by unauthorised vehicles but allow authorised vehicles access. It was also agreed to review the condition of all access gates.
- .6) Tarmac by Small Green, off The Green
The resident with vehicular access across the parish council's land complains of vehicles parking on that land preventing access to her property. It was believed a previous councillor had reported on this in the past and steps would be taken to locate that report.
- .7) Managing Community Buildings checklist
This document is to be reviewed at the next meeting.

LSC
20-02/09

New items for consideration

- .1) Refurbishment to front of stage, Spencer Hall
Cllr Beechey is to make a start on this in April.
- .2) Purchase of pods for the homeless
During discussion there was interruption from the members of the public concerned about using council funds on those who may not be genuinely in need; one member of the public handed to Cllr Mrs Allen an envelope the contents of which to be donated to 'Shelter' or such like.
This item was withdrawn.

- .3) Key-holders to park gates
Councillors were asked to confirm the policy with regard to opening and closing of park gates. **It was confirmed** that only members of staff are key-holders.
- .4) Recompense for use of staff's own equipment
There was discussion with the member of staff who had used his own drill to carry out work, but it had burned out and despite requests for recompense to two previous clerks, no progress had been made. The committee chairman would review.
- .5) Request to plant roses in the Peace Garden
It was agreed to plant roses in memory of Margaret and Albert Turner in the Peace Garden, as requested by their daughter who would donate the plants.
- .6) Notice of annual play inspection
This item to be considered later in the year.

LSC
20-02/10 **Review of council's charges for hiring Arden Hall, the Pavilion, playing fields and Theatre Workshop**
It was agreed for a working party to meet on 19/02/2020 to review the hire charges, in the committee room at 6pm.

LSC
20-02/11 **Promotion of Arden Hall and associated facilities**
The current work relating to asbestos removal is detrimental to letting of the facilities due to public perception and concerns. The ACRE document 'Marketing Your Village Hall' had been circulated and was noted along with the recommendation to make use of social media.
It was agreed to contact SMBC's Senior Compliance and Maintenance Manager for advice regarding publication of information about the safety of the site.

LSC
20-02/12 **Risk Management**
The Hall Manager confirmed she retains a library of risk assessments to use as and when required, supported by the HR advisors.

LSC
20-02/13 **Members' questions and suggestions for items for the next meeting**
None at this time.

LSC
20-02/14 **Date and time of next meeting of this committee:**
- **Wednesday 04/03/2020 at 7.30pm**

This meeting ended at 9.15pm

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Signed
Chairman, Leisure Services Committee

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Dated