

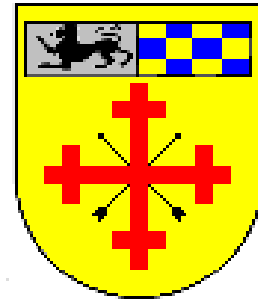
Castle Bromwich Parish Council

Council Office, Arden Hall, Water Orton Road,
Castle Bromwich, Solihull, B36 9PB

0121 747 6503

counciloffice@castlebromwichpc.gov.uk

www.castlebromwichpc.gov.uk



Leisure Services Committee

Chairman: Cllr. K Shaw, **Vice-Chairman:** Cllr. S Beechey
Cllr. P Allen, Cllr. M Rashid, Cllr. J Riordan, Cllr. M Strong, Cllr. J Ward
Committee quorum is 4 members.

MINUTES OF LEISURE SERVICES MEETING

HELD ONLINE WEDNESDAY 7th OCTOBER 2020

Members Present:	Cllr. K Shaw (Chair), Cllr. S Beechey (Vice-Chair), Cllr. P Allen, Cllr. J Riordan, Cllr. J Ward.
Guests in Attendance:	None
Public in Attendance:	None
Officers in Attendance:	Clerk: Gemma Burgess (minute-taker), Rachel Gorton (Hall Manager)

L20-001 **Chairman's Welcome:** Cllr. K Shaw was unable to Chair the meeting therefore Cllr. S Beechey deputised and welcomed all to the meeting.

L20-002 **Apologies:** None received.

L20-003 **Declarations of Interest:** None

L20-004 **Minutes:** The minutes of the previous meeting held on Wednesday 2nd September were considered and revised to specify that Park Hall Football club were hiring the Pavilion to use the toilets. The revised minutes were agreed as a true record with one abstention.

L20-005 **Public Question Time:** None present.

L20-006 **Borough Councillors:** None present.

L20-007 **Hall Managers Report:** The report from September was noted (attached at p4).

- The toilet floors in the Pavilion have been painted.
- Residents have reported confusion over park closing times. Closing times will continue to be explained to residents, signage will be checked for appropriateness and the times will be communicated on Facebook. 1.
- A visit from the CCTV provider to advise on better coverage is awaited.
- A further response from the Cricket Club regarding an incident on 19th September is awaited. 2.

The Hall Manager was thanked for her report.

Action

- L20-008 **Open Spaces:**
- a) **Arden Hall Playing Fields:**
 - A replacement post for a dog bin is in hand.
 - The wardens are compiling a list of necessary works which they can perform on duty as well as the tools needed. 3.
 - b) **Bradford Gardens:**
 - The holes will be filled and over-seeded by Fairways at a cost of £475.
 - The ditch and mound will be mowed/strimmed under the current contract to compensate for less frequent mowing at Hob Farm.
 - c) **Village Green:**
 - Fairways will repair damage caused by an HGV for £50.
 - Cllr. S Beechey will quote for the materials needed to refurbish the noticeboard. 4.
 - A quote of £945+VAT has been received for cleaning and re-pointing the war memorial which will be actioned. Quotes for re-lettering are still being sought but there has been difficulty in sourcing an available stonemason.
 - Flooding on Old Croft Lane has been repeatedly reported to SMBC.
 - d) **Hob Farm:** A tree surgeon has requested access via Council land to a private property. a retainer and evidence of Public Liability insurance will be requested, as standard.

RESOLVED: To approach the tree surgeon to quote on removing tree trunks which have been fly-tipped. 5.
 - e) **Whateley Green:** nothing to report.
- L20-009 **Annual Remembrance Event:**
- a) Due to COVID-19 restrictions, it is with regret that it is not possible or safe to hold a public event therefore there will be no Remembrance Parade in 2020. A limited Remembrance Service is to be recorded in advance to be broadcast on Sunday 8th November via social media. Alternative ways to commemorate the event were discussed & the Clerk was directed to approach the school and WI for artwork or other ideas. 6.
 - b) The cost of recording the event will be £100 with other expenses to include PA hire.
- L20-010 **Annual Christmas Event:** Potential ideas for a Christmas Event were considered. **RESOLVED:** That, due to COVID-19 current restrictions and uncertainty in the near future, it is regrettably not possible to hold a Christmas Event. Arden Hall will be dressed festively as usual.

L20-011 **Councillors' Reports and Items for future agendas:** A concern was raised relating to a perceived overlap in duties of different committees. The Clerk has been directed by Full Council to address this by revising the Terms of Reference to be agreed by Council.

- Revised Hall Hire rates.
- Tarmac quotes for the Village Green.
- Resurfacing the play area to be investigated further.
- New weatherproof advertising signage for the front of Arden Hall.

L20-012 **Time and date of next meeting:** Wednesday 4th November 2020 at 6:30pm.

Action Log:

- | | |
|---|--------------------------|
| 1) Park closing times communicated to residents | Wardens/HM |
| 2) Chase cricket club response | HM |
| 3) OS works/tools | Wardens/HM/DS |
| 4) Refurbish Village Green noticeboard | SB |
| 5) Fly tipped tree trunk removal | DS (Democratic Services) |
| 6) Approach school & WI re: Remembrance | DS |

This meeting ended at 7:40pm.

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Signed as a true record of the business transacted
Chairman, Leisure Services Committee

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Dated

Castle Bromwich Parish Council



MANAGERS REPORT



01/09/2020 to 30/09/2020

A. BOOKINGS AND HIRERS:

This month saw the return of Pilates, but we also had many cancellations including, Tranquil Angels psychic event, Theatre group for their panto in January and the Singers for their show in October.

The Cricket season ended on 19th September and they were happy for the extension you granted to be able to stay open until 9pm. Unfortunately, there was an incident that occurred that evening with several of their members, thankfully a lot of it was caught on our CCTV

B. BUILDING AND MAINTENANCE

The scaffold tower has finally been delivered. We are now trying to find a suitable time for the work to be completed.

C. PAVILION

We are in the process of getting quotes for the lighting in the disabled and gents toilets.

D. STAFF NEWS

I had Zoom training with ACAS on "Managing discipline and grievance" a report was given to the staffing committee. We currently have 2 members of staff off sick. Now we have the scaffolding tower all the staff are keen to be trained in using it.

E. PAID CANCELLATIONS RECEIVED THIS MONTH

██████████ – Wedding 12th Sept deposit £50

F. UPCOMING EVENTS AT ARDEN HALL

G. OPEN SPACES

H. OTHER

We had Solihull licensing officer come out to do a Covid 19 spot check on the Cricket club on 10th Sept. They seemed happy with the procedures we have in place for the building as a whole. There were a few questions raised which they will look into and get back to me.

I. BAR – Not open

Rachel Gorton - Hall Manager