



# AGENDA

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To: All Members of the Parish Council

Thursday, December 14, 2017

Dear Councillor,

You are hereby summoned to attend a meeting of the Parish Council, to be held in the **WINDSOR ROOM** at Arden Hall, Water Orton Road, Castle Bromwich, on **WEDNESDAY, 20TH DECEMBER 2017 at 7.30 pm** for the transaction of the following business:

**1. Apologies for absence.**

**2. Declarations of Pecuniary or conflict of interests.**

Members are asked to declare interests in items on the agenda, in accordance with Section 94 of the Local Government Act 1972, Section 106 of the Local Government Finance Act 1992 and Section 27 of the Localism Act 2011.

**3. Dispensations.**

Consideration of any requests for a dispensation in accordance with the provisions of S.33 of the Localism Act 2011 with regard to any item on the Agenda – requests for a dispensation to be submitted to the Clerk in advance (form previously supplied).

**4. Exclusion of the Press and Public**

The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

**5. Minutes of the previous Meetings.**

To receive and confirm the Minutes of Meetings held on 29<sup>th</sup> November. (Enclosed or to follow).

**6. Questions from Councillors.**

None received.

**7. Questions from the Public.**

In accordance with normal practice, Standing Orders are temporarily suspended to allow an opportunity for members of the public to ask questions. The Council will endeavour to provide feedback on matters raised previously by members of the public during this item. At the end of this item, the suspension of Standing Orders is concluded.

**8. Communications.**

Recent correspondence and bulletins, including: Solihull MBC Press Releases – Get creative for Malvern Park - annual flower bed design competition / Residential parking restrictions lifted over Christmas / Model Climate Change Conference with local schools / Proposed Parish Council Changes in Catherine-de-Barnes and Hampton in Arden – Petition requesting Community Governance Review to incorporate Catherine-de-Barnes into the Hampton in Arden Parish Council boundary / Applications open to stand for UK Youth Parliament / NALC Newsletter / Balfour Beattie - M6 junction 2 to 4 SMP - Public Information Exhibitions – Smart Motorway Project

**9. Council Tax Base – 2018/19**

Members to note details of the provisional council tax base and provisional council tax support grant arrangements for 2018/19 which are to be reported to the Borough Council's Cabinet Member for Resources and Delivering Value on 19<sup>th</sup> December 2017. The Parish Council will be notified of any changes after this date. There is a reduction in the grant.

**10. Appointment of Internal Auditor.**

Members to consider.

**11. Proposed Budget Plan 2018/19**

Members to consider – Cllr Horkan to report.

**12. General Data Protection Regulations.**

- a) Electronic note on seminar attended (to follow).
- b) Members to consider requirement for Data Protection Officer. WALC are in discussion with principal authorities with regard to provision of this service and advise that the legislation is still changing and is likely to do so well into next year.

**13. Notification of External Auditor appointments 2018/19.**

Email update received from WALC. (to follow).

**14. Castle Bromwich Airport Forum.**

Cllr MacDonald to report on recent Airport Forum Meeting.

**15. Access at Small Green.**

Responses to the letters sent to residents were forwarded to the Parish Council's solicitor, however, advice has not been received. Members to consider whether a visit to the Solicitor should be arranged. When this matter was considered previously, members felt that access to a private drive was not Parish Council's problem.

**16. Review of Risk Register**

Members to consider. A copy of last years register to follow.

**17. Chairman's Charity Quiz**

The next quiz has been arranged for Friday, 2<sup>nd</sup> March.

**18. Carol Concert.**

Update.

**19. Finance and Payments.**

- a) Members to note the latest income and expenditure report, including variances to budget for and to scrutinise and sign latest bank statements and reconciliations (at meeting).
- b) Members to consider list of payments and salaries for approval (blue papers to follow).

**20. Report of the Staff Panel.**

Staff Panel to report.

**21. EAT – Update.**

**22. Report of the Leisure Services Committee.**

To receive and note the Report of recent Meetings of the Leisure Services Committee.(to follow).

**23. Report of the Finance and General Purposes Committee.**

To receive and note the Report of recent Meetings of the Finance and General Purposes Committee.(to follow).

**24. Representatives to Outside Bodies.**

Representatives to outside bodies to present reports.

**25. Report of the Chairman.**

The Chairman to present her report.

**26. Report of the Officers of the Council.**

Acting Clerk's report.

Yours faithfully,

**NOTE TO THE PUBLIC:**

**Members of the Public are most welcome to attend Meetings of the Parish Council. The Council set aside a period during the Meeting when the public are invited to ask questions on any agenda item. However, public participation must be confined to this section of the meeting only.**

D M Weir (Mrs.)

**Acting Clerk/RFO**