



# AGENDA

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To: All Members of the Parish Council

Friday October 21, 2016

Dear Councillor,

You are hereby summoned to attend a meeting of the Parish Council, to be held in the **SPENCER LOUNGE** at Arden Hall, Water Orton Road, Castle Bromwich, on **WEDNESDAY, 26<sup>TH</sup> OCTOBER 2016 at 7.30 pm** for the transaction of the following business:

- 1. Guest Speaker – Presentation by Team Leader for Borough Council’s Environment Services Department - Dog Fouling**
- 2. Apologies for absence**
- 3. 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.

**4. 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).

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

To receive and confirm the Minutes of the Meeting held on Wednesday, 27<sup>th</sup> July 2016 and Wednesday, 28<sup>th</sup> September 2016 (papers to follow).

**6. Minutes of the Finance & General Purposes Committee Meeting.**

To receive and confirm the Minutes of the Meeting held on Wednesday, 11<sup>th</sup> May 2016 in accordance with advice from WALC. (to follow).

**7. Questions from Councillors.**

None.

**8. 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.

**9. Communications.**

Recent correspondence and routine bulletins, including: Solihull MBC Press Release – Solihull Neighbours in Bloom 2016

**10. Council’s policy for dogs in the playing field**

The Leisure Services Committee considered a complaint from a resident that on numerous occasions this summer, dogs have jumped up at her children and she requested information on the Council’s policy for dogs off leads when young children are in the park. Following consideration of the Council’s policy on dogs in the park the Committee recommend the Council approve a change in the Council’s Policy for “a section of the playing field in the top field, beyond the natural barrier of trees, be allocated as a dog friendly area where dogs could be let off their leads, with dogs to be kept on leads elsewhere”. Members to consider.

**11. Arden Hall – Roof Survey**

This item is referred to full council for a decision to be taken on whether the Parish Council should appoint the firm of Surveyors appointed to do the roof survey, to draw up a specification for the works and possibly undertake supervision of the works.

Two detailed quotations have been submitted to replace and or repair the roof, but one of the contractors has queried the copper piping running around the perimeter of the roof which is not referred to in the Survey. The Surveyor who undertook the survey has advised that: “.. in regard to pipework crossing the flat roof. As part of the specification to be prepared in regard to the roof renewal works all services pipework and cabling will need to be relocated to allow for the new roof covering and increased height as a result of the insulation. “

The Assistant Clerk had previously referred members to the terms of the Roof Survey when quotations for drawing up the specification and supervising the work were requested. The survey cannot be used for that purpose and members should have considered obtaining quotations prior to having any survey undertaken. The survey cannot be used for the purpose of drawing up a specification for use by other contractors due to the restrictions imposed by the terms and conditions.

**12. Pavilion Refurbishment – Quotations for replacement windows and fascia, soffit and guttering**

Cllr Shaw to report – Acting Clerk awaiting quotations.

**13. WALC – Membership Renewal**

Members to consider. The membership fee of £1200 is calculated on the number of electors in the Parish - 9,408.

**14. WALC – AGM**

a) Notice of AGM Wednesday 9th November – 7.30 pm

b) Arnold Baker – 10th Edition

Members to consider essential publication for Clerks. Members to note the special price negotiated by WALC of £73.50 plus p&p) instead of the published price of £92.00. This contains all the up to date legislation. Cllr Knibb has also requested a copy. As the appointed Parish Council Representative on WALC and a member of the NALC Executive and the NALC Larger Councils Committee, he advises this would be an extremely useful and valuable publication for him. Two copies will be £147.00 plus p&p. Members to consider.

**15. Playing Fields maintenance around tennis courts.**

Members to consider upgrading the existing system which is good management and maintenance. Quote from the Parish Council’s Grounds Maintenance Contractor available for meeting.

**16. Clearance of Rubbish from rear of Arden Hall/clearance of overgrown vegetation.**

Members to note the work has been undertaken.

**17. External Gates/Canopy to Council Office/Door to rear storage area.**

A quotation has been requested for work to be undertaken and if available to be tabled at the meeting. If it is not received in time for the meeting, it will be included on the Leisure Services Agenda.

**18. Remembrance Day Parade**

a) Previous advice from WALC (to follow)

b) Traffic Management – Consideration of Quotations (to be tabled)

c) Catering – Members to consider

d) Update (Ian Hiley)

**19. Fire Exit Doors – Arden Hall and Pavilion**

Advice has been sought from Mitie together with a quotation for any work required, which if received prior to the meeting will be tabled.

**20. Access at Small Green**

Quotation requested (to be tabled if available for meeting).

**21. Flooding to Arden Hall**

## Castle Bromwich Parish Council

Update from Loss Adjuster with regard to proposed work to be undertaken in Arden Hall.

Members to consider whether they wish the proposed work to be undertaken prior to the roof repairs being carried out and if this is agreed, to consider when this work should be undertaken.

### **22.Replacement Garage - update**

Quotation requested for work required to path adjoining concrete base (to be tabled if available for meeting).

### **23.Access Drive pothole / Disabled parking spaces**

Quotation requested (to be tabled if available for meeting).

### **24.Finance and Payments.**

a) Members to note the latest income and expenditure report, including variances to budget and to scrutinise and sign latest bank statements and reconciliations (Enclosed or to be tabled).

b) Members to consider list of payments and salaries for retrospective approval (blue papers enclosed or to follow).

### **25. Staff Panel - Meeting.**

Meeting to be arranged.

### **26.Arden Hall Staff – Acting up allowances**

Members will recall this item was considered by the Finance Committee and deferred to Full Council.

### **27.Report of the Leisure Services Committee.**

To receive and note the Report of the Meeting of the Leisure Services Committee held since the last Council Meeting (yellow papers to be tabled).

### **28.Report of the Finance and General Purposes Committee.**

To receive and note the Report of Meetings of the Finance and General Purposes Committee held since the last Council Meeting (pink papers to be tabled).

### **29.Representatives to Outside Bodies.**

Representatives to outside bodies to present reports.

### **30.Working Party Meetings.**

### **31.Acting Clerk's Report.**

### **32.Report of the Chairman.**

The Chairman to present her report.

Yours faithfully,

Acting Clerk

### **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. However, public participation must be confined to this section of the meeting only.**

Diane Weir (Mrs.)