



# AGENDA

Council Office, Arden Hall, Water Orton Road, Castle Bromwich, Solihull, B36 9PB  
Tel: 0121 747 6503 Fax 0121 747 2187

E-mail: [Counciloffice@castlebromwichpc.gov.uk](mailto:Counciloffice@castlebromwichpc.gov.uk) Website: [www.castlebromwichpc.gov.uk](http://www.castlebromwichpc.gov.uk)

To: All Members of the Parish Council

Wednesday June 29, 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, 29<sup>TH</sup> JUNE 2016 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. Casual Vacancy – Beechcroft and Whateley Wards.**

The vacancies have been advertised in the Castle Bromwich Echo.

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

To receive and confirm the Minutes of the Meeting held on Wednesday, 18<sup>th</sup> May 2016 (white papers enclosed) and the Minutes of the Meeting held on Wednesday, 1<sup>st</sup> June 2016 (papers to follow).

**6. Questions from Councillors.**

None.

**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. To elect Vice Chairman – Leisure Services Committee**

**9. Communications.**

Recent correspondence and routine bulletins, including: Local Council Review / SMBC Press Release – Foster Care Fortnight / KIER – Traffic Management Bulletin 24 re works on M6 at junction 5 southbound on-slip

**10. Year End Accounts 2015/16 and Internal Audit report.**

Members to consider and approve the financial documents for the year 2015/16 (to follow).

**11. Annual Return to External Auditors 2015/16.**

Members to consider, approve and complete the Annual Return (Internal Audit report awaited).

**12. Further reviews.**

Members to review and update inventory of land and assets that fall under the responsibility of the council.

**13. Council Priority Projects for the Year**

## Castle Bromwich Parish Council

Members to agree which projects should be the priority focus during the new civic year, with Committee Chairmen summarising their plans, having regard to budgets set at the commencement of the year and work required to comply with health and safety legislation.

### 14. Finance and Payments.

a) members to consider the existing schedule of direct debit debits/standing payments for the year (see enclosed information). The direct debit for Solutions 4 IT has been cancelled, and a new mandate to be approved for Realpoint from 1<sup>st</sup> July. I understand Mainstream have been approved as a direct debit and the Bookkeeper has been asked to update the Direct Debit Schedule.

b) Members to note the latest income and expenditure report, including variances to budget and to scrutinise and sign latest bank statements and reconciliations (at meeting).

c) Members to consider list of payments and salaries for retrospective approval (see blue papers enclosed).

d) Members to note outstanding invoices for Npower which date back to September last year which should have been paid by direct debit (not processed for some reason) and which remain outstanding – to be approved for payment by BACS. (copy invoices to be tabled).

e) Members to note reimbursement of payment to be made for skips, scaffolding, container and associated hire costs for tools incurred.

### 15. Flooding to Arden Hall

Cllr Mrs Haywood and Cllr Shaw to report

Update re Insurance Claim

### 16. Damage to Arden Hall Roof

Damage to the roof – Members to consider Loss Adjuster's report and work required prior to quotations being considered by the Leisure Services Committee for general repair or replacement

### 17. Compensation to employees for damage to clothing and footwear

Cllr Mrs Haywood to report

### 18. Bromford Lions – request for container

This item referred to Full Council by Leisure Services Committee

Cllr Mrs Haywood to report

### 19. Request by resident – Windleaves Road

Request by resident for consent for the garden design company to be allowed to drive a small digger (on tracks) across the field so they can access her garden.

### 20. National Joint Council for Local Government Services – National Salary Award 2016-2018

#### a) new pay scales for 2016-2017 to be implemented and backdated to 1<sup>st</sup> April 2016

Members will recall discussing this item at the Finance Committee Meeting when it was referred to Full Council for clarification regarding the spinal column point. Please note email correspondence and advice received from WALC (attached), also to note copy of letter from the Clerk to a member of staff which confirms the new spine column point effective from 1<sup>st</sup> April 2016. NJC Conditions and increase to be discussed under confidential terms. Other correspondence available relating to terms and conditions for members to consider regarding the issue raised of spinal column point.

### 21. Staffing Issues

a) Proposed new position of Caretaker for 18 hours per week – this item was referred to Full Council from the Finance Committee.

b) Members to note request by Warden to join the Local Government Pension Scheme.

c) Update on employee – Chairman to report

c) Update on staff on maternity leave – Assistant Clerk to update

d) Summer cover for Arden Hall Park

Members to consider

### 22. Access at Small Green

Update at meeting

### 23. Report of the Leisure Services Committee.

## Castle Bromwich Parish Council

To receive and note the Report of the Meeting of the Leisure Services Committee held on Wednesday, 1st June 2016 (yellow papers enclosed or to be tabled).

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

To receive and note the Report of the Meeting of the Finance and General Purposes Committee held on Wednesday, 8<sup>th</sup> June, 2016 (pink papers to be tabled).

### **25. Representatives to Outside Bodies.**

Representatives to outside bodies to present reports.

### **26. Assistant Clerk's Report on any urgent matters**

### **27. Report of the Chairman.**

The Chairman to present her 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. However, public participation must be confined to this section of the meeting only.**

Diane Weir (Mrs.)  
**Assistant Clerk**