

**MINUTES OF THE MEETING OF THE
PARISH COUNCIL
HELD IN ARDEN HALL, CASTLE BROMWICH
ON TUESDAY, 31ST JANUARY 2017
AT 7.30 PM**

Those present:

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|--------------------|--|------------------------------------|
| Chairman | Cllr Mrs P Allen | |
| Councillors | Cllr K Shaw | Cllr E Knibb |
| | Cllr Mrs Haywood | Cllr J Riordan |
| | Cllr J MacDonald | Cllr W Horkan
(part of meeting) |
| | Cllr Mrs R Shaikh | Cllr Ms J Ward |
| Officers: | Mrs. D Weir, Acting Clerk to the Council | |
| Public: | 10 Members of the Public | |

1. Apologies.

Received from Cllrs Rashid, Shaw and Cupples. Cllr Terry was absent.

2. Declarations of pecuniary or conflict of interests.

None Declared.

3. Dispensations.

None requested.

4. Casual Vacancy – Bradford and Timberley Ward.

Members noted that the applicant had withdrawn his application due to increased work commitments.

5. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr MacDonald, **SECONDED** by Cllr Mrs R Shaikh, **IT WAS RESOLVED:** that the Minutes of the Meetings held on Wednesday, 21st December 2017 and 11th January 2017, having been circulated, be signed as a true and correct record of the Meeting.

6. Questions from Councillors.

None.

7. Questions from the Public. Under Standing Order 3(d), the Chairman temporarily suspended standing orders for this item to invite questions from members of the public. Local residents from Marlborough Road spoke about publicity for the Parish Council and suggested an article in the Castle Bromwich Post. Serena Smith from the Post advised that the Acting Clerk had been in touch with her and been most helpful in putting her in touch with local organisations and would be submitting a Newsletter from the Parish Council for the next edition of the Post. They also advised that as local residents, they were not adverse to the Council increasing it's precept, as they appreciated the expense involved with running the Council's facilities, playing fields and land in it's ownership. A local resident from Springfield Road requested the Parish Council consider holding a New Year's Eve event or letting a local organization organize one. She advised that she had been inundated with requests from local residents asking if they were organizing the event and wanting tickets. Members explained the position with regard to shortage of staff. Cllr Mrs Haywood apologized on behalf of the Council for no event being held this year, but explained the difficulties posed with organising such an event for families. Mr Beebee agreed that it is not easy event to organize a family event, but suggested the Council consider asking the Cricket Club to organize

ACTION

a New Year's Eve Event at Arden Hall rather than the Pavilion. Residents again referred to the precept and suggested the Parish Council increase its precept to take account of the rate of inflation. The Chairman thanked members of the public for attending the meeting to give their views. Standing Orders were then resumed.

8. Communications. Recent correspondence and routine bulletins.

Members noted recent correspondence and routine bulletins including: Solihull Metropolitan Borough Council Press Releases: OBE honour for Leader of Council, Cllr Bob Sleight / Event to commemorate Holocaust Memorial Day / Warning after baby chokes on blanket / Solihull Together Return of Awards celebrating better lives in Solihull / New government funding to prevent homelessness / Notification of Western Power Workshop / NALC Newsletter / Planning Portal News / Solihull Area Committee Meeting / Letter from Birmingham City Council – Adoption of the Birmingham Development Plan 2031 / Solihull Metropolitan Borough Council – Notice of HS2 Implementation Advisory Group meeting / West Midlands Police – WMNOW – notification of new scheme to be launched to send messages out to local communities.

9. Premises Licence Variation – Hickorys Smokehouse.

Members noted that the application was listed to be heard on the 26th January by the Borough Council's Licensing Act Panel. A resident advised that the applicant had withdrawn the application.

Cllr Horkan arrived.

10. WALC – Nomination to attend Royal Garden Party.

Members considered the email from WALC inviting local councils to consider a nomination to attend the Royal Garden Party on Tuesday 16th May 2017.

ON THE PROPOSITION of Cllr MacDonald, **SECONDED** by Cllr Mrs Allen, **IT WAS RESOLVED:** that Cllr Knibb be nominated to attend the Royal Garden Party together with his wife.

11. Budget Plan 2017-2018.

Members considered the revised draft budget as recommended by the Council's Committees. Members noted the reduction in the support grant for 2017/2018 and the confirmed tax base of Band D properties in the parish and, **IT WAS RESOLVED:** that the revised draft budget plan as circulated be adopted.

12. Precept 2017-2018.

Members considered the implications of the further reduction of the mitigation grant allocated by the Borough Council and noted that the changes to the number of properties in the Band D Tax Base included the impact of the changes to the council tax reduction scheme which had resulted in an increase in the tax base for most parish councils. **ON THE PROPOSITION** of Cllr Ms Ward, seconded by Cllr Riordan, **IT WAS RESOLVED:** that the precept for 2017/2018 should remain the same as the previous year and be set at £222,434 and with a support grant of £5,085, which with the increase in the tax base and number of Band D equivalent properties, equates to a Band D Charge of £57.39 which is a 0.6% reduction from the precept set in 2016/17.

Following a request by Cllr Riordan for a recorded vote, members voted as follows: Cllrs Riordan, Mrs Haywood, Mrs Allen, Ms Ward and Mrs R Shaikh voted in favour of the above proposition, Councillor Knibb abstained from voting, Cllrs MacDonald and Cllr Horkan voted against a reduction in the overall precept and grant.

13. Pavilion – Asbestos.

Members considered quotations obtained for removal of asbestos. Cllr Horkan advised that he understood the grades for asbestos may be reviewed and it was

possible that the existing grade may increase which would impact on the future cost of having it removed. Members noted that to enable the work to the pavilion to be completed, it was advisable to have the asbestos removed and **ON THE PROPOSITION** of Cllr Mrs Haywood, **SECONDED** by Cllr MacDondald, **IT WAS RESOLVED:** that the lowest quote from Envirocall be accepted in the sum of £8,430.

14.50th Anniversary of dedication of St Clements Parish Church, Castle Bromwich – 5th February at 10.00 am.

Cllrs MacDonald and Knibb confirmed they would be attending the 50th Anniversary of Dedication.

15. Solihull Local Plan Review – Draft Local Plan Consultation.

Members noted that the deadline for comments on the draft Local Plan Consultation had been extended to the 17th February 2017.

16. Provision of Internal Audit Service 2017/2018.

Following consideration of quotations, **ON THE PROPOSITION** of Cllr Horkan, **SECONDED** by Cllr Mrs Haywood, **IT WAS RESOLVED:** that the Acting Clerk establish the number of hours that would be provided by the company providing the lowest quotation.

17. Staffing Sub Committee.

ON THE PROPOSITION of Cllr Knibb, **SECONDED** by Cllr Mrs Haywood, **IT WAS RESOLVED:** that the terms of reference of the Staffing Sub Committee be extended to include dealing with any employment tribunal application.

18. Clerk's letter of resignation.

Following discussion in confidential terms **ON THE PROPOSITION** of Cllr Mrs Haywood, **SECONDED** by Cllr MacDonald, **IT WAS RESOLVED:** that the Clerk's letter of resignation be referred to the Staffing Sub Committee to consider and action where appropriate, and advice be sought from Peninsula.

19. Appointment of Locum Clerk/RFO

The Acting Clerk reminded members that she was still undertaking two roles.

ON THE PROPOSITION of Cllr Mrs Haywood, **SECONDED** by Cllr MacDonald, **IT WAS RESOLVED:** that this item be deferred to the Staff Panel for consideration.

20. Freedom of Information Request.

Members considered the request made to the Chairman for review of decision and noted advice given to the Acting Clerk from the Information Commissioner.

21. Access at Small Green.

IT WAS RESOLVED: that this item be deferred to the next Council Meeting to consider.

22. Finance and Payments.

a) Income and Expenditure Report.

The latest income and expenditure report was noted, and the latest bank statements and reconciliations signed.

b) Payments and Salaries.

Members considered the list of payments and salaries for retrospective approval and scrutinized the invoices presented, including payments to be made for Lidget Compton £8,233.20, ACE PA Hire £360 and payment to WALC for Cllr K Shaw to attend the finance seminar, **ON THE PROPOSITION OF** Cllr Mrs Haywood, **SECONDED** by Cllr Knibb, **IT WAS RESOLVED:** that the payments presented be approved.

c. Authorised Signatories.

Lloyds Bank Accounts / Unity Trust Bank Accounts / CCLA Deposit Account.

ON THE PROPOSITION OF Cllr Mrs Haywood, **SECONDED** by Cllr Knibb, **IT WAS RESOLVED:** a) that the former Clerk be removed as signatory from all bank accounts, b) Unity Trust Bank: Messrs Whelan, Hiley and Hayes to be removed as signatories, the Acting Clerk to be added as Administrator, Cllr Horkan to be added as signatory, to view and authorize payments, and c) CCLA Deposit Account: Messrs Whelan, Hiley, Hayes to be removed as signatories and the Acting Clerk to be added as the main contact and a signatory.

23. Report of Leisure Services Committee.

No report was circulated.

24. Report of the Finance and General Purposes Committee.

The Minutes of the Meeting held on 11th January 2017 had been circulated to members for information.

Cllr Horkan apologized and left the meeting.

25. Report of the Staffing Sub Committee.

Members noted that a further meeting needed to be arranged.

26. Report of the Staff Panel.

Members noted that a further meeting needed to be arranged.

27. Representatives to Outside Bodies.

Cllr MacDonald tabled his report on the recent Solihull Area Committee Meeting he had attended.

28. Working Party Meetings.

There were no reports.

29. Acting Clerk's Report.

The Acting Clerk reported to members on the quotation she proposed to accept in accordance with the authority delegated to her to obtain a replacement photocopier. She also reported on quotations for replacement flooring to be obtained in accordance with delegated authority to the Clerk in January 2016. She advised that replacement flooring was required as a matter of urgency due to health and safety issues as the existing flooring was coming up and was a trip hazard.

Cllr 'Riordan advised that these matters should be deferred to the February Meeting.

30. Report of the Chairman.

The Chairman reported on the Snowdrop day at Castle Bromwich Hall & Gardens which she had been invited to attend.

The Chairman closed the meeting at 10.05 pm.