

**MINUTES OF THE MEETING OF THE  
FINANCE & GENERAL PURPOSES COMMITTEE  
HELD IN ARDEN HALL, CASTLE BROMWICHON  
WEDNESDAY 8TH MAY 2013  
AT 19.30 HRS**

**Those present:**

- Chairman:** Cllr A Terry  
**Councillors:** Cllr Mrs. P Allen                      Cllr J Horne-MacDonald Cllr Mrs. L Smith  
                          Cllr M Hayes                                      Cllr I Hiley                                      Cllr J Whelan  
                          Cllr Mrs. A Haywood      Cllr J Riordan  
**Officers:** Mrs. C Tibbles, Clerk to the Council/RFO  
**Public:** None.

**1. Apologies.**

The apologies received from Cllr E Hicks and Cllr Mrs. B Wilkins were noted for the reason given.

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

None declared.

**3. Dispensations.**

None received.

**4. Minutes of the previous Meeting.**

**ON THE PROPOSITION** of Cllr Hayes, **SECONDED** by Cllr Terry, **IT WAS RESOLVED** that the Minutes of the Meetings held on Wednesdays, 27<sup>th</sup> March and 10<sup>th</sup> April, 2013, having been circulated, be signed as a true and correct record of the meeting.

**5. Planning Applications.**

The Planning Applications received since the last meeting were considered and the following recommendations made to the Borough Council:-

Application No	Applicant	Location	Type
2013/654	Recommendation to the Borough Council	2a Whateley Crescent	Change of use to a chiropodist.
Could be approved subject to any neighbours comments.			

**6. Licensing Applications.**

None submitted.

**7. Solihull MBC Gypsy and Traveller Site Allocations – Development Plan Document Submission Draft.**

Following discussion, **IT WAS AGREED** that the Plan be noted with interest.

**8. Hurst Lane Place Project – workshop 23<sup>rd</sup> April, 2013.**

At the invitation of the Chairman, Cllr Hayes reported that he had attended the workshop with Cllr Knibb, Cllr Mrs. Wilkins and the Clerk. He felt it was a good consultation and a genuine opportunity to be heard. The project was being developed as a result of the study done in 2009. Members studied the two mapped options that had been presented at the workshop and discussed the issues at length and with great interest. The Clerk said there would be another consultation opportunity when more research had been undertaken by the Borough Council. Cllr Hayes added that a budget had been identified and work was scheduled for 2014. [Clerk’s note: All members remained after the meeting to view the Poynton Regenerated video of their successful ‘shared space’ project.]

**ACTION**

Admin  
Asst.  
9/5

Clerk  
15/5

Clerk  
12/4

**9. Service Agreement – Computer Network.**

**ON THE PROPOSITION** of Cllr Hayes, **SECONDED** by Cllr Horne-MacDonald, **IT WAS UNANIMOUSLY RESOLVED** that the discounted service agreement for technical support to the server and all workstations of £257 per month, fixed for three years, be accepted.

Clerk  
9/5**10. Working Parties and Steering Group.**

Cllr Hayes reminded members that the Standing Orders working party would meet on Monday 13<sup>th</sup> May at 7 pm.

St. Orders  
13/5**11. Residents' Concerns.**

Members noted details of recent concerns raised by residents.

**12. Training.**

No requests received.

**13. Clerk's Report.**

The Clerk reported that the Castle Bromwich branch of Lloyds TSB would be closed for 6 weeks from 15<sup>th</sup> June until 1<sup>st</sup> August, presumably for improvements works as detailed in their recent planning application. Caroline Spelman MP had replied to the council's letter on referendum proposals on local council precept rises above 2% and members read this with interest. Registration was underway for access to the PSMA (Mapping Agreement with Ordnance Survey). The pension contribution rate for the Parish Council as an employer was unchanged this year and remained at 13.8%, plus a lump sum of £1200 invoiced for past service liability. An update had been sent by NALC advising on the retention of documents, with the parish council required to keep the majority for 7 years, some items for 21 years and certain documents for life. The Shipshape register was undergoing some changes and the Clerk hoped this valuable resource would still be effective and promoted. An updated Electoral Roll had been received from the Borough Council last month in preparation for use at the Annual Parishioner's Meeting and members noted explanation of changes to some categories.

Clerk  
05/13

The Clerk updated members on the progress of plans to relocate the Council Office to the ground floor of the business annex as follows: equipment had been either clear or disposed of; electrics were being re-wired totally (5 years passed since last assessment) and this had cost just under £2000; the boiler had been tested and was working satisfactorily although a service may be needed later; damp/mould had been treated on all necessary walls and decorating half completed by the Clerk and her husband with approximately £200 spent on paint; one of the water tanks in the loft had been overflowing onto the balcony and this had been fixed (free of charge) and she hoped the outside wall would now dry out; the office phones would be tested to see if they worked on divert to the annex and although not ideal she hoped it would save any expenditure until Arden Hall door intercoms were replaced; fire door locations would be reviewed with a Building Control Officer; Security/cctv had to be addressed but further thought given before any recommendations; IT – computer relocation was proving to be more expensive than anticipated but another meeting was being held the next day; the Wardens would be asked to do daily jobs on cleaning and further clearing (inside and out).