



Members considered the amendments received since the last meeting. Following consideration, **IT WAS RESOLVED** that in accordance with the licensing objectives, the proposed hours should be to terminate serving drinks at 23.00, with customers leaving the premises by 23.30 hours in order to prevent public nuisance. Members expressed serious reservations and concerns about the planned operations as being inappropriate for the residential area and would have a detrimental effect on the lives of neighbouring residents; that historical noise of traffic, disorder and customers leaving the premises late at night (when operating as a pub) would be re-occurring and appropriate measures needed to be in place to avoid antisocial behaviour, specifically nuisance and disturbance of neighbouring residents. Members would welcome clarification about the reference to any potential application(s) for a full variation. [Clerk's note: SMBC Licensing Panel heard the application on 1<sup>st</sup> September.]

**ACTION**  
Clerk  
10/9

7.3 Members noted that in the absence of views from members, the Clerk had been unable to make a delegated decision during the August recess on the 3 applications circulated.

**8. Draft Media Policy.**

The Vice-Chairman apologised that due to work commitments and anticipated future difficulties, he would not be able to combine the two draft policies. Members were asked to consider concluding the task if they felt able as his work commitments were increasingly clashing with the needs of the council and he was endeavouring to balance his priorities.

Volunteer  
?

**9. Financial Regulations.**

Members noted that no additional guidance had yet been written for staff and no research undertaken on electronic payment machines; information from Unity Trust Bank had been received and it was **AGREED** that the Clerk should request clarification from the Financial Service Compensation Scheme (FSCS) to verify what protection this offered to the parish council, including CCLA investments and the temporary high balance at Unity when precept instalments were received.

Asst Clerk  
30/9

**10. Website Review.**

Members confirmed the QR code for the website created by Cllr High worked well and an additional QR code was asked for the Arden Hall home page. Members debated the points explained in Cllr High's report and he was thanked for his clarity and thorough explanations. Following consideration, **ON THE PROPOSITION** of Cllr High, **SECONDED** by Cllr Upton, **IT WAS UNANIMOUSLY RESOLVED** that there was insufficient resource or knowledge to take over the website, that the existing arrangements were cost effective on an update basis, and that Cllrs High and Riordan meet with the Clerk and agree what content was required, what should be updated and what could be removed.

GH  
tbc

JR/GH/  
Clerk tbc

**11. Working Parties.**

Members noted the Assist. Clerk would be asked to provide a brief summary of the last Carol Concert Planning meeting; that the Youth Council Chairman would happily read a poem but asked for it to be supplied to her prior to the event. Members considered the report of the Parade Planning meeting, noting there was no blanket invitation for everyone to visit Arden Hall. It was **AGREED** that the staff be invited to prepare refreshments if they wished (contrary to previous council instruction) and refreshments were set as soup/bread, crisps and hot drinks.. Members discussed the Civic Service and reviewed some arrangements, noting that several late replies had been received and that in future this would not be allowed and that blanket invitations to large numbers would be discontinued.

Asst Clerk  
30/9  
Asst Clerk  
15/10

Clerk  
asap

Clerk  
April 16

**12. Residents' Concerns.**

Members noted the list of concerns previously circulated and wondered whether it may be fairer to families to purchase their own memorial benches to donate to the parish. Cllr Upton referred to the concerns he had raised about dangerous goal posts and a member undertook to meet the Park Warden the next day and remove rubbish from the outlying areas of the park. Members noted the temporary problems with security gates and the Hall

AT  
10/9

TK

Manager would be asked to notify the next Leisure Services Committee what reports had been given to her by Wardens who opened Hob Farm. Cllr Mrs. Allen referred to her report on damage to the concrete bollards at the Village Green and the Clerk confirmed this had not yet been researched.

30/9

**ACTION**  
Clerk  
asap

**13. Training.**

Members noted the induction programme for new councillors had been completed by the Clerk, with just the tour of playing fields remaining outstanding (members felt able to conduct this themselves); revisions to the website were outstanding to show councillor photographs, contact details and committee lists would be updated when the next changes were complete and ID badges would be produced shortly. The Youth Councillors had written about why they became a councillor and this had produced good results which members may wish to replicate. Defibrillator training had been kindly arranged by the U3A but the Clerk was the only member of staff who had attended. Members discussed the request for reimbursement of expenditure for the IT training and the Clerk's request to withdraw the claim was allowed.

**14. Clerk's Report.**

The Clerk reported that guest speakers had confirmed availability to attend council meetings and was asked to arrange for the police to attend in October and November, with Solihull MBC officers attending in December to discuss the Hurst Lane Place development. The Clerk endorsed the thanks given to the Assistant Hall Manager and Park Warden by Cllr Upton for the emergency removal of a dangerous broken bench at Bradford Gardens; the second precept instalment had been received at the bank; disconnection notices had been received from electricity and gas suppliers, which appeared to be issued in error; the external auditor had sought clarification from the Clerk on the changes to the fixed assets declared in the accounts; the hours owed to the Clerk had decreased in July and September, but a temporary increase in July whilst covering staff absences. Members noted that due to the Clerk working shorter hours, there was consequentially a number of tasks not completed and offers of assistance would be welcome. There had been substantial additional work from meetings held at the end of July and extra meetings in August and September and important information remained outstanding.

Clerk  
asap

Clerk  
asap

Clerk  
urgent