
**MINUTES OF THE MEETING OF THE
FINANCE & GENERAL PURPOSES COMMITTEE
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY 11TH JULY 2007
AT 19.30 HRS**

Those present:

Chairman: Cllr J Gibbins

Councillors:

Cllr A Bull
Cllr D Feasey
Cllr E Knibb
Cllr J Riordan
Cllr A Terry
Cllr Mrs. B Wilkins

Officers: Mrs. C Tibbles

Public: 2 members of the public
(left at the start of the meeting)

1.

Apologies.

The apologies from Cllr D Franklin were accepted for the reason given. Cllr S Ward was absent.

2. **Declarations of Personal or other interests.**

None declared at this stage.

3. **Minutes of the Previous Meeting.**

ON THE PROPOSITION of Cllr Knibb, **SECONDED** by Cllr Terry, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesdays 13th June, 2007 be signed as a true and correct record.

4. **Planning Applications.**

Planning Applications and any Decision Notices received since the last Meeting were considered by the Committee, and the recommendations thereon are appended. Members noted the appeal to be heard on Tuesday, 24th July at 10 am at the Civic Suite for application no. 2006/1940 at 362-364 Chester Road for 10 residential apartments and 4 houses.

5. **License Applications.**

Members noted the application PREM 454/07 for late night refreshment by Golden Wok from Monday to Sunday 12.00 – 0.00.

6. **Resident's Concerns.**

Noted with interest and considered. The Chairman referred to discussion at the Leisure Services Committee meeting and Cllr Terry considered offering assistance with drainage work. The Chairman gave members information about the Fusion project. Ian Clarkson had received funding from other sources so that the Park Hall and Hob Farm schemes could be undertaken. As applications were considered in June, October and February he urged early consideration to their next application. Cllr Knibb wondered if the policy phased applications to prevent the budget from being spent too quickly and recalled that

Cllr Riordan had wanted to award the full grant applied for. Cllr Mrs. Wilkins believed that these were exceptional circumstances so would consider any application early at the next available Finance and General Purposes Committee or Council meeting.

7. Communications.

Routine communications received since last meeting were noted as follows: Communications received since last meeting: BT request to pay by DD to avoid additional charges / Hallmark scheme for Village Halls / Information Commissioner research project / Opportunities bulletin / Pay negotiations update / WALC Newsletter / Regional Assembly Speaking Out Newsletter / NALC policy update on Burial Reform / Consultation – planning for a sustainable future / Vol-u-me Exchange Newsletter / Dispersal Order arrangements from 18th June 2007 / SMBC request to all Parish Councils for information on newsletters and communications / Letter to press from North Arden Local History Society on Bradford Arms opening by Birmingham Mayor / Ramblers' Association Walks Programme to December 07 / Sales Brochures / Thank you letter from Mayor for Civic Service / Castle Bromwich Gazette / DIS Bulletins / service booklet from funeral of Cllr Hughes / NALC report by Chief Executive / Public footpath – Laburnum Close to Chester Road (update from Solihull MBC on measures to combat ASB / Solihull MBC Draft Code of Conduct for adoption / Clerks & Councils Direct Journal / Centro consultation on changes for Marston Green Rail Station / Carlsberg charge in event of returned payments / LCR Journal / Scribe Information Centre details / SLCC National Conference in Coventry in October / letter of thanks to Chairman from St. Mary & St. Margaret School / request for charity tennis coaching / Children's Centre minutes and request for signage at Arden Hall / SCVS request for ideas or support to voluntary groups. Also received : satisfactorily completed Annual Return from Clement Keys (external auditor), Village Hall Information Sheets (free-of-charge by email); thank you card and gift from Mrs. Eileen Hughes, apology for fly-tipping and donation for Chairman's Charity Fund; review of polling districts by Solihull MBC (next agenda or not) / Community Planning (PIPA) / spare copies of development proposals from the Cricket & Sports Club / Sensible Risk campaign by HSE / Police June newsletter by Sgt. O'Reilly / Carbon Neutral talk on 4th September at Harbury / Police notification of alert status for terrorism / reminder of CCTV responsibilities for Designated Premises Supervisors / Solihull Area Committee (WALC) meeting details / poster for Waterloo & Fusion project / The Clerk journal / Urbanscape catalogue /Regeneration newsletter / Village Halls newsletter, including smoking amendment for hire regulations /

8. Exclusion of Borough Councillors from Confidential Sessions of Council.

The Chairman explained his wish to allow Borough Councillors to remain in the meeting during some confidential sessions so that any valuable information/experience they had could be shared for the benefit of the Parish Council, especially as representatives of Castle Bromwich residents. This was discussed and was to be explored further.

9. Bank Accounts.

Members considered the tabled information. The Chairman asked the Clerk to make her recommendations to the full Council..

10. Accounts and Financial Inspection.

ON THE PROPOSITION of the Cllr Terry, **SECONDED** by Cllr Feasey, **IT WAS UNANIMOUSLY RESOLVED** that the accounts, as circulated, should be approved. Cllr Knibb asked which other new members would be undergoing training via WALC. Members were invited to scrutinise the payroll records, the safe log sheets and the asset register, which Cllr Bull did, and questions were answered by the Clerk.

11. Clerk's Report.

The Clerk was grateful for offers of support from members who had been into Arden Hall to meet together. She had also met that morning with the Chairman who wanted to establish a regular meeting to work together. Following concern expressed by members about her workload, she asked for help with administrative jobs and Cllr Knibb offered support with writing to organizations to confirm the appointed representatives to local organizations. Some fax and IT problems remained in the office. The Clerk had progressed with some work but had new problems to deal with in other areas, including a staff resignation an hour prior to the meeting. A request had been made to the bank to pay gross interest on accounts and supporting evidence had been forwarded with a request to backdate any adjustments that may be owing; the bank had also agreed to refund a £15 charge as there had been problems getting transfers made, the police had held a planning meeting for remembrance parades and she had requested information be forwarded. Cllr Terry had kindly sent details of his skills as suggested by the Cllr Gibbins at the last Council meeting but the Clerk had been unable to open the Chairman's attachment. Castle Bromwich Junior School had been in contact with Mr. Gray and family and agreed the memorial board would be headed "The Pauline Gray Memorial Award", with the family donating a glass trophy and a book token for each annual recipient. Members agreed to continue with the Parish Council Christmas Cards sent by the Chairman on behalf of members to local organisations and regular hirers and the clerk would request sample designs. The Youth Council had met at the Youth Centre and were revising the questionnaire as requested.

Bor Cllr Robinson had telephoned about the Village Green parking issues, which the Parish Council had supported in principal, and he would be working towards drawings for consideration and the necessary procedures to alter highway boundaries. WALC had confirmed there was nothing to preclude members holding more than one position of Chairman/Vice-Chairman and Standing Orders did not prevent this either, although it had not been normal practice in the past at Castle Bromwich. Most of the action points for the Clerk had been completed from the last meeting but one outstanding was to verify the action required on behalf of Mr & Mrs Snape and Demma, which would require quotations for signage and installation. Following a recent resolution, Cllr Knibb also volunteered to prepare draft information on terms of reference and delegated powers for this Committee, which he would pass to the Chairman. The Code of Conduct had been circulated to all members and members would consider formal adoption of this at the next Council meeting. As Katherine Kerswell was leaving her post with Solihull MBC, Cllr Mrs. Wilkins had thought it best to defer the visit to the Parish Council until her successor was appointed. The Clerk had received one reply from Cllr Feasey and asked other new councillors to agree a suitable induction date after the meeting.

12. Staffing Matters.

The Clerk had no staffing matters to report from the Council Office.

The Chairman referred to the lack of meetings in August and suggested that working parties could meet on the 1st, 2nd and 4th Wednesdays and use this time to review overdue procedures, particularly hire regulations and the redevelopment of Arden Hall. Cllr Bull commended this idea. The Chairman asked about the recent structural inspection of the front of Arden Hall but from memory the Clerk thought this had focused on the brick elevation rather than the window areas.

