

**MINUTES OF THE MEETING OF THE
FINANCE & GENERAL PURPOSES COMMITTEE
HELD IN ARDEN HALL, CASTLE BROMWICHON
WEDNESDAY 12TH JUNE 2013
AT 19.30 HRS**

Those present:

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

1. Apologies.

The apologies received from Cllr Mrs. A Haywood, Cllr J Horne-MacDonald, Cllr J Riordan and Cllr Mrs. B Wilkins were noted for the reasons given.

2. Declarations of pecuniary or conflict of interests.

None declared. Members noted the voluntary declaration of the Clerk of receipt of a gift from a contractor.

3. To elect a Vice-Chairman.

ON THE PROPOSITION of the Chairman, **SECONDED** by Cllr Mrs. Smith, **IT WAS UNANIMOUSLY RESOLVED** that Cllr J Riordan be elected as Vice-Chairman of the Committee for the Civic Year 2013-2014.

4. Terms of Reference.

Following consideration and in line with agreed procedures, **ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Hicks, **IT WAS UNANIMOUSLY RESOLVED** that that the terms of reference be approved. The document was duly signed without any changes and recommended to the Council.

5. Minutes of the previous Meeting.

ON THE PROPOSITION of Cllr Hiley, **SECONDED** by Cllr Terry, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meetings held on Wednesdays, 24th April AND 8th May , 2013, having been circulated, be signed as a true and correct record of the meeting.

6. Planning and Licensing 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
Recommendation to the Borough Council			
2013/320	C/B Hall Hotel	Chester Road	Change of Use
Should be approved.			
2013/321	C/B Hall Hotel	Chester Road	Change of Use
Should be approved.			
2013/366	Mr Stephen Hemming	26A Cranmore Road	Tree Preservation Order Application
Should be approved subject to the views of the Tree Officer.			
2013/613	Mrs J Shovlin	191 Bradford Road	Minor Full Appl
Should be approved subject to the views of the Highways Officer.			
2013/619	Margaret Dulkan	4 Listelow Close	Minor Full Appl
Could be approved subject to any neighbours comments.			
2013/752	Should be approved.	5-8 Hurst Close	Prior Notification
2013/909	Mr & Mrs Stephen Partlett	68 Wyckham Road	Minor Full Appl
Could be approved subject to any neighbours comments.			

ACTION

Council
26/

Admin
Asst.
13/6

6.Planning and Licensing Applications (cont).

Members noted that application 2013/467 (5 Cutshill Close) to crown lift/feather to 5 metres and reduce overhanging branches to lawn area was approved by the Borough Council on 28th May 2013.

Members noted with dismay the decision of Solihull MBC Licensing Act Panel regarding Timberley Service Station which was approved, with conditions.

7. Application for Grant Aid.

Following consideration, **ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that in accordance with Section 137 of the Local Government Act, 1972, it should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and would benefit them in a manner commensurate with the expenditure, that two Park Hall Academy students be awarded a grant of £150 towards the cost of their visit to New York and Washington DC as Global Young Leaders, with the welcome opportunity for local groups to hear later of their experience to help guide more young people.

Clerk
asap

8. Community Showcase.

Following discussion, members noted that there had been some successes from the Showcase event held on Tuesday, 7th May but were disappointed that attendance had not been higher – both from local organisations and general public. **IT WAS AGREED** that a decision on whether to repeat the event in May 2014 be deferred, with ideas and suggestions being brought forward nearer the time. **IT WAS FURTHER AGREED** that the voluntary donations for refreshments should be put into the Chairman's Charity Fund.

FGP
02/14
Admin
Asst
asap

9. Complaints Policy.

Due to unexpected delays by the hirer, who had not yet consented to announcing the conclusion of the investigation, **IT WAS AGREED** that the review would need to be deferred again.

FGP
tbc

10. Internal Audit Report 2012/13.

Members noted the report of D Whalley & Co, the Internal Auditor, which had again been signed as satisfactory following visits during and after the last financial year.

11. Working Parties and Steering Group.

Following consideration, **ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Whelan, **IT WAS UNANIMOUSLY RESOLVED** that the membership of the Events Working Party, the Grants Working Party, the Standing Orders Working Party and the Parish Plan remain unchanged for the next civic year. **IT WAS AGREED** that the future of the Parish Plan Steering Group be reviewed in September.

FGP
09/13

12. Computer Virus Protection.

Members noted that the recommendations of the council's IT contractors had been accepted by the Clerk under delegated powers and a 3 year agreement for virus protection had been ordered. The cost for 3 year protection for all workstations was £555 and although being paid now, would not require further expenditure until 2016. Cover for a single year would have cost £283, thus saving £294 overall.

13. Relocation of Council Office.

Following consideration of the report on progress made so far, members noted the works still required to obtain completion of building regulations and **ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Mrs. Smith, **IT WAS UNANIMOUSLY RESOLVED** that £3,000 be released from earmarked reserves for vital work to be continued.

Clerk
asap

14. Residents' Concerns.

Members noted and discussed details of recent concerns raised by residents.

15. Training.

Members considered the request of the Clerk to attend the national conference of the Society of Local Council Clerks. **ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Whelan, **IT WAS UNANIMOUSLY RESOLVED** that the request be approved at the discounted (early booking) cost of £395.

Clerk
asap

16. Clerk's Report.

The Clerk reported that the Leisure Services Committee had resolved to hold an additional meeting in July and, with the knowledge of your Committee Chairman, made plans for Finance and General Purposes Committee on 10th July to start at the earlier time of 6.15 pm (hopefully to end by 8 pm) and for a short Leisure Services Committee meeting to be held at 8.30 pm. Other action points from that meeting included a request for all councillors to visit sports pavilions in the summer recess; the annual inspection arranged for the afternoon on Thursday 27th June meeting at 3 pm in the York Room, moving outside at 3.30 pm. Staff were working steadily through the many changes that took place with the 3 annual meetings and arrangements would soon commence for the Remembrance Parade, including changes suggested in feedback in 2012. The Clerk would be writing to all members to review their preferred contact details. Forms could now be finally completed for signatories on the council's bank accounts, including the new CCLA investment account as previously resolved. Cllr Whelan asked for an update on the purchase of defibrillators and the clerk confirmed she was awaiting provisional indications from staff about availability for training and then the order would be placed. Selected hire groups would be invited to send a representative on the course and Cllr Whelan asked that the U3A be included.

Members
to notify
Clerk by
31/7
Members
27/6

