

UNANIMOUSLY RESOLVED that the following recommendations be submitted to the Borough Council:

ACTION

Application No	Applicant	Location
Recommendation to the Borough Council		
PL/2015/52924/MINFHO	Mrs J Leppard	68 West Avenue B36 0DY
Could be approved subject to any neighbours comments.		
PL/2015/52959/MINFHO		257 Bradford Road B36 9AG
Could be approved subject to any neighbours comments.		
PL/2015/52246/TCA	Mr P Griffiths	7 Chester Road, B36 9DA
Could be approved subject to views of the Tree Officer.		

Clerk
13/1
(due to
expiry
deadline)

7. Budget Preparation.

The principles behind economic forecasting were noted, together with the advice from WALC on budgets and DCLG confirmation of no government capping this year for the sector. Members considered the revised budget (version 3) and completed salary forecasts, to enable compliance with new national minimum wage legislation and pension auto-enrolment in 2016/17 and to refine the role of an existing member of staff whose skills could support the Hall Manager with some duties, being funded by part of the vacant posts. The report on ensuring basic differentials was accepted and members would support the recommendations to go to council, as salary costs related to Leisure Services Committee budget responsibilities. Financial summary printouts would be supplied to all members on cost centres previously specified to allow comparisons. Members **AGREED** they were proud the council still provided a park warden to be on duty in the playing fields.

Council
27/01

RFO
25/11

8. Solihull MBC Communications.

8.1 Members noted the newsletter and updated North Area Action Plan. Following discussion, concerns were raised about numerous footpaths in the parish being blocked by overgrown gardens and urged action be taken to assess all locations. Under section A5, members requested monthly speed checks by Neighbourhood Speedwatch on Water Orton Road at varying times and locations as identified and requested previously by parish councils, residents and motorists in both this parish and Water Orton. Under section B2, the parish council wished the Borough Council to highlight their litter hot spots that needed tackling, which they hoped may include the footpath between Whateley Crescent/Springfield Road.

Clerk
asap

8.2 Members noted the SMBC briefing opportunity for the Local Plan and the traffic restriction changes by Beechcroft Road.

9. Business Summit for KIN members.

Following consideration, **ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Horne-MacDonald, **IT WAS RESOLVED** that Cllr MacDonald's request to attend this event on 18th January be approved.

JM
18/1

10. Parish Plan.

The Chairman led members through a discussion of the chapter on The Older Generation and **IT WAS AGREED:** that members should defer the action point on Age Concern being asked to help improve transport opportunities; to note the pleasing progress made by local churches and the Hall Gardens Trust in providing coffee and luncheon clubs for the community; the parish council continue to refurbish its benches in line with the priority locations known; to help promote the concessionary admission rate (not including event days) for Castle Bromwich Hall Gardens Trust of £4, £17.00 for annual membership (or £28.50 for 2 adults at same address) or £170 for life membership (or £285.00 for 2 adults at the same address), with details being supplied to councillors to raise awareness; that an invitation be extended to Age UK to hold outreach surgeries offering advice to

Members
on-going

Asst Clerk
19/02

parishioners, perhaps by utilizing the Windsor Room. Following a suggestion by Cllr Mrs. Allen for the youth council to consider hosting an event for the older generation to celebrate the Queen's 90th Birthday party, **ON THE PROPOSITION** of the Cllr Mrs. Allen, **SECONDED** by Cllr Hayes, **IT WAS UNANIMOUSLY RESOLVED** that this be supported in principle and an action plan be established as soon as possible so that partners could be approached to work with them. Members were pleased by the positive achievements recorded on these action points since the Plan had been published.

ACTION

Youth Council
06/16

11. External Audit.

Following consideration of the Clerk's recommendation, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED** by the Chairman, **IT WAS UNANIMOUSLY RESOLVED** that the council follow the default option to have arrangements made by the new sector led body being established to appoint external auditors after 2017.

12. Council Office Flooring/telephone extension for the council office.

Cllr Mrs. Allen was invited to explain the item referred by the Leisure Services Committee. Members felt it was appropriate for the Clerk to decide and arrange replacement flooring for the office. The phone system was under consideration as the next item on the agenda. The Clerk had established two years ago that a new extension was not possible on the old phone system - quotes were then sourced for a new door/phone system for all buildings.

Clerk
15/3

13. Council Office Telephone System.

Following careful consideration of the quotations, **ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Horne-MacDonald, **IT WAS RESOLVED** that the cheapest quotation from Mainstream Digital be accepted, for the takeover of 0121 747 6503 giving 2 ISDN lines when installed at the office, with a Samsung digital system giving caller ID on the digital phone line, 2 wireless DECT phones on the existing network cabling, cabinet housing installed in the council office and training provided at a cost of £1393. Line rental would be £25.00 and maintenance £11.66 per month. The purchase option saved £567.80 on the rental prices. Mainstream would take responsibility for remaining analogue lines, providing a 4 hour response to problems, and by terminating maintenance charges on obsolete equipment, cancelling premium phone book entries, arranging free local and national calls for the Pavilion and Arden Hall, with mobile calls costing 4.99p per minute and 0845's costing 2.99p per minute, the savings were forecast as being £53.66 per month.

Clerk
asap

14. Council Youth Award.

Following consideration, **ON THE PROPOSITION** of Cllr Hayes, **SECONDED** by the Chairman, **IT WAS UNANIMOUSLY RESOLVED** that the council continue to present a shield/trophy to one local youth organisation each year, in line with the one purchased in the autumn for the Air Cadets. The Chairman outlined suggested plans and selection process, which could be funded by the Community Support budget. When a group was chosen, discussions would then take place on the appropriate format and design.

FGP
06/16

Clerk
07/16

15. Website Management.

The Clerk had emailed members details of some council websites to view and a list of potential suppliers was available, which was taken by a member for research. Another local council was meeting two potential suppliers and the Clerk had requested details for consideration, in addition to an enquiry sent to IT specialists. No details or change of format were outlined yet for members to consider. Members noted the security checks that the Clerk had requested following notification of an incident at another council.

GH/JR?
tbc

16. Working Parties.

No meetings had taken place.

17. Residents' Concerns.

A member reported that work had not appeared to have been completed on Newport Road, contrary to previous statements.

18. Training.

The Clerk was awaiting the training forms completed by members and assessment of these was deferred to the next meeting. A new form to clarify requests by members for agenda items was considered and would be used on a trial basis, both electronically/paper. Two requests for conference events were considered by members but no approval given. WALC had not yet announced the programme for the annual Briefing Day at Warwick on 12th March so attendance at this event would be considered at the next meeting.

19. Clerk's Report.

Members noted that a large transfer of funds between banks had been completed since the last meeting. The Clerk had been endeavouring to catch up after her holiday but had restricted handover information from staff meant this was incomplete. She had met the Hall Manager twice and they had reviewed salary budgets and explored ways to meet needs. Financial year end arrangements were being provisionally put in place, new NALC guidance had been received on Public Contracts Regulations 2015 and when the council considered procurement it would need to amend Standing Orders (18f, 18a(v) and 18c). In addition financial regulations would be updated by NALC and a new version issued in due course. The Queens 90th Birthday would be marked again by lighting of national beacons on 21st April. A meeting had been held to review the forthcoming insurance renewal and a further meeting to take place at the beginning of February. A member was invited to attend with the Clerk if they wished. Pension information on changes to contracted NI had been received and relevant staff would be informed; a pension briefing taking place in Wolverhampton in February would be attended by the Clerk; the Meeting Room in the council office was being used an average of six times per month, enabling smarter working for Aden Hall operations; a Freedom of Information request had been received in December and responded to by the Clerk within the legal framework as required; a matter regarding council representation had been clarified and a professional engagement being undertaken locally by the Clerk on behalf of the SLCC in conjunction with WALC.

ACTION

Asst. Clerk
asap