

**MINUTES OF THE MEETING OF
 CASTLE BROMWICH PARISH COUNCIL
 HELD IN ARDEN HALL, CASTLE BROMWICH
 ON WEDNESDAY 17TH DECEMBER 2014
 AT 7.30 PM**

Those present:

Chairman: Cllr M Hayes

Councillors: Cllr Mrs. P Allen Cllr J Horne-MacDonald Cllr J Riordan
 Cllr Mrs. A Haywood Cllr E Knibb Cllr A Terry
 Cllr E Hicks [Except Item 15b] Cllr B Upton
 Cllr I Hiley

Guest Speaker: Sgt. A Heathcote, Castle Bromwich Neighbourhood Police Team
[Items 1-5]

Officer: Mrs. C Tibbles, Clerk to the Council and RFO

Public: 1 member of the public [except Items 10-11]

1. Apologies.

The apologies from Cllr M Rashid and Cllr Miss J Ward were noted for the reasons given. Cllr K Okanta-Ofori had submitted apologies but no reason was supplied.

2. Declarations of pecuniary or conflict of interests.

Cllr Knibb declared a pecuniary interest in Item 15 (b) as a payment for a travelling expense claim to him was listed for approval and he would leave the meeting at that time.

3. Dispensations.

None received.

4. Guest Speaker: Community Policing in Castle Bromwich.

At the invitation of the Chairman, Sgt. Heathcote explained that since his appointment to the team for Castle Bromwich and Smithswood, he had devised a plan of what the public wanted the police to do and then spent the last 4/5 months doing his best to deliver that. He had recently been promoted but had a strong interest in the parish and wished to stay with his team. He reassured members there was no public risk after recent publicized threats and then explained about the force decision to reduce the number of front office stations from 27 to 10, having reviewed at length the public usage and expectations. The majority public preference had changed to be contact by telephone and it was therefore no longer cost effective, although the closed offices would remain a point of contact by appointment. In Castle Bromwich the current top issues to address were antisocial behaviour and parking. A new sports inclusion scheme was proving popular and the police had reduced ASB by 20% and had 120 young people on the register. The last 2 months had seen a spate of 30 burglaries in 3 weeks and 3 offenders had since been placed in custody. The other high risk area was a local Tesco store, whose staff had unfortunately not been well supported by its head office but after substantial lobbying the status of the store had been raised and new measures would be introduced to combat the 70% of local crime recorded in that shop. A new Civil Banning Order was coming into effect and could be used by police to combat ASB by working with partners in other boundary areas. The other latest crime trend locally was car break-ins, via an old method that seemed to be re-emerging. Members were grateful for the topical update and thanked Sgt. Heathcote for the most useful and pertinent information he had shared. A resident had requested action about parking obstructions by parents at Park Hall Academy and Sgt. Heathcote explained the forthcoming trial with restorative justice being

ACTION

considered by governors of a local school in the new year. Insp. Green had successfully used such a system with speeding in Birmingham and would hope to extend the scheme if the pilot went well. Members asked questions about visibility of officers on patrol which were currently affected by reduced availability and the priority placed on school issues; dangerous parking issues by Green Lane shops, including delivery lorries which had been referred to the Borough Council for possible highway restrictions; danger to pedestrians at Hurst Lane shops and the hope it would improve when the roadworks were completed; agreement that prioritizing crime and ASB was correct focus; request for new dates for the Cuppa with a Copper, which would be expanded with some other new venues being included.

ACTION

5. Questions from the Public.

Under Standing Order 70, the Chairman temporarily suspended standing orders for this item and invited questions from members of the public. A resident from the Bradford Ward raised concerns about drug dealing in the parish but Sgt. Heathcote said recent intelligence operations had not confirmed that. Work had been done to liaise with colleagues to identify arterial routes and successful targeting of actual locations outside Solihull. On behalf of everyone, the Chairman thanked Sgt. Heathcote for the information he had provided which had been refreshing to hear and gave hope for real priority improvements to be achieved.

A resident from the Bradford ward thanked the parish council for improvements made at the Village Green to trees and gardens and also reported flytipping near the old gas station, that he hoped the Borough Council would remove.

6. Questions from Councillors.

None submitted.

7. Minutes of the previous Meeting.

Following a procedural query, **ON THE PROPOSITION OF** Cllr Upton, **SECONDED** by Cllr Hiley, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 26th November, 2014 be accepted as a true and correct record of the Meeting. Members noted that a confidential supplementary report would be re-circulated prior to the next meeting.

Clerk
21/1

8. Communications.

Members noted the information listed, noting the pleasing increase of monies raised for the poppy appeal. The request regarding alteration to the war memorial was deferred to the next Finance and General Purposes Committee meeting.

FGP
14/1

9. Parish Plan.

Members noted the bulbs had been planted by a gardener and a Warden at Whateley Green and the Village Green; the £2000 grant awarded by the Finance and General Purposes Committee to Age UK Solihull to help fulfil Parish Plan aims for a community hub to serve older people in the parish; the need for councillor(s) to lead on implementation of the Plan to replace former Cllr Whelan who had done sterling work for the parish before leaving the council.

Members
to consider

10. Grounds Maintenance Tender.

This item was deferred to the end of the meeting.

11. Pay Award.

This item was deferred to the end of the meeting.

12. Standing Orders.

Following discussion and careful consideration of the lengthy draft document, **ON THE PROPOSITION** of Cllr Knibb, **SECONDED** by Cllr Riordan, Standing Order 3 (l) option 1 was amended to read "A person shall raise their hand when requesting to speak and shall remain seated when speaking unless the Chair requests that councillors

stand.”and then **FURTHER PROPOSED** that option 2 be adopted. The further motion was not successful so option 1 would be included and applied to both Council and Committee meetings and option 2 removed.**ON THE PROPOSITION** of Cllr Upton, **SECONDED** by Cllr Hiley,**IT WAS RESOLVED** that Standing Order 3 (o) about recording be amended to read “The Council *should* be notified prior to the start of the meeting so that *councillors and members of the public* are aware.”**IT WAS FURTHER RESOLVED** that clarification be sought on the maximum number of members for Standing Committees in relation to the number of council members with two new Standing Orders being inserted at the beginning of section 4 as follows: (a) The Standing Committees are Leisure Services Committee and Finance and General Purposes Committee and membership *is one less than full council***OR will comprise a minimum of (?) members and be open to all members to join.****AND** (b) The Chairman and Vice-Chairman, ex-officio, shall be voting members of both Standing Committees.**ON THE PROPOSITION** of Cllr Riordan, **SECONDED** by Cllr Upton,**IT WAS UNANIMOUSLY RESOLVED** that the draft document be duly amended as agreed, and should be adopted with minor changes to numbering sequence as necessary.

ACTION

13. Bank Signatories.

Following consideration,**ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Riordan,**IT WAS UNANIMOUSLY RESOLVED** that two additional signatories be approved for the Unity Trust bank accounts making a maximum of 8 councillors in addition to the Clerk/RFO, with Cllr Upton being **AGREED** as the first new member to do this.

Clerk/BU
asap

14. Stakeholder Workshop – invitation from Western Power Distribution.

ON THE PROPOSITION of the Chairman,**SECONDED** by Cllr Riordan,**IT WAS UNANIMOUSLY RESOLVED** that Cllrs Riordan, Upton and the Clerk accept the invitation to attend the workshop on Tuesday 27th January between 9.30 am and 3 pm.

Clerk
to confirm

15. Finance and Payments.

- a) Members noted the latest income and expenditure report and asked about profiling and year to date comparisons. [Clerk’s note: There was no volunteer to scrutinize and sign the latest bank statements and reconciliations so action required at next meeting.]
- b) Cllr Knibb withdrew from the meeting. Following clarification of questions put to the Clerk on amount paid for products, on VAT reclaims,**ON THE PROPOSITION** of Cllr Riordan,**SECONDED** by the Chairman, **IT WAS UNANIMOUSLY RESOLVED** that the payments as listed be approved. Cllr Knibb rejoined the meeting.

All
members
asap

Clerk
28/12

16. Report of the Leisure Services Committee.

ON THE PROPOSITION of Cllr Hiley, **SECONDED** by the Chairman, **IT WAS RESOLVED** that the Minutes of the Meeting of the Leisure Services Committee held on Wednesday, 3rd December 2014, having been circulated, be received and noted. Cllr Hiley reminded all members about ideas being needed on marketing Arden Hall.

17. Report of the Finance & General Purposes Committee.

ON THE PROPOSITION of Cllr Terry, **SECONDED** by Cllr Upton, **IT WAS RESOLVED** that the Minutes of the Meetings of the Finance and General Purposes Committee held on Wednesdays, 26th November and 10th December, 2014, having been circulated, be received and noted.

18. Representatives to Outside Bodies.

Cllr Mrs. Allen reported that she had attended the Christmas Fair at the Hall Gardens which had been well attended, although she did not know the money raised. She had also attended the Park Hall Academy Presentation evening on 11th December, which had been lovely and the Chairman would report upon.

Cllr Mrs. Haywood reported that she and Cllr Mrs. Allen had attended a meeting of the Dame Mary Bridgeman Trust on 22nd November at the Community Hall, St Mary & St Margaret Church with apologies being received and accepted from The Rt Hon' The Earl of Bradford and Mr Mark Smith. The meeting was chaired by Rev. Gavin Douglas and also in attendance was Tony Teale, who had undertaken the role of Secretary. The Minutes of the meeting held on 24th May 2014 were agreed and signed. The Chair informed the committee that the bank accounts /paperwork and all other documentation had taken a lot of work and time with some correspondence still going to Jerry Dutton's home, however most of this had now been sorted. Mrs. Janet Richards' term of office had come to an end and she agreed to stand for a further term. This was agreed by all members. The meeting was informed that all those who had received grants in May had acknowledged receipt and a letter of thanks had been received. It was noted that some applications for grants which had been made by email direct to Jerry Dutton had not been received. This was due to not being able to access Jerry's account until recently. It was, therefore, decided that the Chair would write /email them to explain the situation. Various applications had been received for grants and all of these were accepted, with the exception of one football club, where it was felt that insufficient information had been received and was needed. The Chair would endeavour to find out more details. The next meeting would be on Saturday 9th May 2015 at the same venue.

ACTION

19. Report of the Officer of the Council.

The Clerk reported that the new bollards would be installed at the Small Green in January and Cllr Knibb volunteered to deliver letters to the homes adjacent to the works. A consultation was taking place on Adult Social Care Services and Solihull MBC were seeking views on implementation in April 2015. It was **AGREED** the only available slot was to invite a speaker to the February Finance and General Purposes Committee and defer any speaker on Planning Issues until the March meeting. The Clerk had tabled a request from Solihull MBC for members to review their Register of Interests and complete a new form if any changes had occurred.

Asst Clerk
31/12Members
asap

20. Report of the Chairman.

The Chairman reported that he had attended the Park Hall Academy Presentation evening on 11th December, along with his wife, Cllr Mrs. Allen and the Clerk. The Executive Principal of Arden had introduced the recently appointed Principal of Park Hall who hosted a brilliant evening with lots of awards. The good works done by Park Hall were known in the public domain. Then on 12th December he had hosted the Chairman's Charity Quiz at Arden Hall, which had raised approximately £500. It had been a really good night, enjoyed by all attending and the next one would take place on 17th April. He thanked all councillors who were there on the night for their help and support.

10. Grounds Maintenance Tender.

Under Standing Order 3c, **ON THE PROPOSITION** of Cllr Hiley, **SECONDED** by Cllr Horne-MacDonald, **IT WAS UNANIMOUSLY RESOLVED** that under Section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 of Part 1 of Schedule 12A of the said Act, that the public be temporarily excluded and be instructed to withdraw for this item and the remainder of the meeting. Following consideration of information, previously circulated, **ON THE PROPOSITION** of the Chairman, **SECONDED** by Cllr Hicks, **IT WAS UNANIMOUSLY RESOLVED** that the contract for Grounds Maintenance from 1st April, 2015 for a period of 4 years be

awarded to the lowest bid from Fairways Contractors at a total cost of £16,150 in year 1, £16,650 in year 2, £17,150 in year 3 and £17,600 in year 4, a total of £67, 550. Costs of improvement work and drainage of pitches was not included but a schedule of works for other jobs had been submitted and was duly approved by members. The Council would require signed dockets, as currently in place, for all works undertaken and invoices to be checked against the dockets, with a credit prior to year end for uncompleted tasks. An initial meeting would be arranged to meet the contractor and establish what monitoring meetings would take place (likely to be quarterly) and to agree instruction and reporting routes from the Council. It would be important to clarify procedures and for the council to improve its relationship. The Clerk would contact the other company that had been unsuccessful, although impressive, and also the smaller company who had expressed an interest in just one part of the tender. Cllr Mrs. Allen reported that the rose bed by Bradford Road at the Village Green was in need of attention.

ACTION

Clerk
asap

11. Pay Award.

Under confidential terms, **ON THE PROPOSITION** of Cllr Upton, **SECONDED** by Cllr Mrs. Haywood, **IT WAS UNANIMOUSLY RESOLVED** that the 2 year agreement by the National Joint Council for Local Government Services be accepted and the lump sum (instead of backdated pay to 1st April) be implemented and paid in December pro-rata to contracted hours, in accordance with the advice received, for all staff and in the absence of contracted hours to be calculated on the past 12 week working average. **IT WAS FURTHER RESOLVED** that the new spine points be implemented in January 2015 and that the additional lump sum for some staff be paid in April 2015. The Clerk undertook to process the payroll and due to shortage of staff, Cllr Riordan volunteered to scrutinize the calculations prior to implementation.

Clerk/JR
19/12

