

8. Year End Accounts 2013/14, Internal Audit and Annual Return to External Auditors.

Members considered the report received from Whalley & Co who had completed the internal audit and noted the accounting practices had been scrutinized and found to be satisfactory, with the year end Pension Return also being certified correct. Following an opportunity for questions, **ON THE PROPOSITION OF** the Chairman, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the auditors report be noted. **ON THE PROPOSITION OF** Cllr Riordan, **SECONDED** by Cllr Mrs. Haywood, **IT WAS UNANIMOUSLY RESOLVED** that the Year End Accounts 2013/14 be formally adopted and the Chairman countersigned the balance sheet. Members then considered carefully Sections 1 and 2 of the Annual Return and the Chairman read the statements of governance in turn and members answered accordingly to confirm their understanding and affirm their responsibilities. **ON THE PROPOSITION OF** Cllr Knibb, **SECONDED** by Cllr Riordan, **IT WAS UNANIMOUSLY RESOLVED** that the Annual Return, as circulated, be signed by the Chairman and the Responsible Finance Officer.

Clerk
26/6

9. Community Energy Warwickshire.

Members discussed the proposed project carefully and accepted that the opportunity to have accurate professional advice would give a solid basis to make energy savings and apply for grants. **ON THE PROPOSITION OF** Cllr Knibb, **SECONDED** by Cllr Horne-MacDonald, **IT WAS UNANIMOUSLY RESOLVED** to spend £750 to fund the first stage of partnership working with Community Energy Warwickshire, who would apply for funding to provide 6 days consultancy advice resulting in a report on appropriate energy reduction measures and cost-effective improvements to parish council buildings.

Clerk
asap

10. Youth Council visit to Houses of Parliament on 7th July 2014.

Following an invitation to all members, Cllr Knibb requested a place on the above visit. The Chairman asked that absent members also be given the opportunity to attend.

Asst Clerk
27/6

11. Terms of Reference.

ON THE PROPOSITION OF Cllr Knibb, **SECONDED** by Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** that the Terms of Reference for the Leisure Services Committee, the Finance and General Purposes Committee and the Staff Panel be accepted without change from the previous year.

12. Contracts for Utility Accounts.

Following consideration by members and clarification from the Clerk on the changing markets requiring prompt acceptance of contract offers, **ON THE PROPOSITION OF** Cllr Terry, **SECONDED** by the Chairman, **IT WAS UNANIMOUSLY RESOLVED** that the Hall Manager be delegated authority to change supplier of gas and electricity services to obtain best pricing agreements, possibly on 3-5 year contract terms. Members requested that the Hall Manager report the outcome of negotiations, with anticipated savings and details of the contracts agreed to the Leisure Services Committee.

Hall Mgr
Asap

13. Finance and Payments.

Following questions put to the Clerk on products purchased and services provided, **ON THE PROPOSITION OF** Cllr Terry, **SECONDED** by Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the payments as listed be approved. The Chairman reminded members that invoices were available for scrutiny before the meeting.

14. Report of the Leisure Services Committee.

ON THE PROPOSITION OF Cllr Mrs. Haywood, **SECONDED** by Cllr Mrs. Allen, **IT WAS RESOLVED** that the Minutes of the Meeting of the Leisure Services Committee held on Wednesday, 4th June 2014, having been circulated, be received and noted.

15. Report of the Finance & General Purposes Committee.

ON THE PROPOSITION of Cllr Terry, **SECONDED** by Cllr Horne-MacDonald, **IT WAS RESOLVED** that the Minutes of the Meeting of the Finance and General Purposes Committee held on Wednesday, 11th June, 2014, having been circulated, be received and noted.

16. Report of the Staff Panel.

ON THE PROPOSITION of Cllr Riordan, **SECONDED** by Cllr Knibb, **IT WAS RESOLVED** that the Minutes of the Meeting of the Staff Panel held on Wednesday, 11th June, 2014, having been circulated, be received and noted.

17. Representatives to Outside Bodies.

Cllr Mrs. Allen reported that on Saturday 24th May, 2014 Cllr Mrs Haywood and herself attended the Dame Mary Bridgeman Trustees meeting. Mrs. Janet Richards was elected for another 5 years on to the committee and Rev. Gavin Douglas was elected as Chair. Two potential candidates for the board had been found for secretary and treasurer. All funding applications were approved, with the exception of one which was out of the parish. Payments may take a little time as bank signatures had to be completed and approved by the Earl of Bradford. Cllr Mrs. Allen also reported that on Saturday 31st May, 2014 she met a resident to plant a rose bush in the Garden of Rest in memory of her father, Mr. George James, a founder member of the Cricket Club. Arrangements were made for some memorabilia to be donated to the Club. On Monday 2nd June, as Vice-Chairman she attended the AGM and Presentation evening of the 237th Castle Bromwich Scout Group, which was a well attended and pleasant evening. Simon Cardall was the Duty County Commissioner for the Spitfire Group. There were 237 members in Beavers, Cubs, Scouts and Explorers and it was still growing, being the largest group in the District and County. The Unit was in use 5 nights per week with 200 young people from Castle Bromwich and 37 Leaders, parents and supporters. They had done 100 camping nights away, a trip to France and 2 Scout groups were going to the 2015 Jamboree in Japan. 1605 badges were awarded in the last year. Members paid £27.50 per quarter for their subscriptions and she thought that was good value for money. She thanked them for their kind invitation and for the excellent work they did. On Saturdays 7th and 14th and Sunday 22nd June, as Vice-Chairman she attended the North Solihull Cup Football Tournament to present the medals. This had been very well attended although the weather had been variable, with Bournville Football Club winning the North Solihull Cup. She thanked them for their invitation. On Saturday 7th June, Cllr Mrs. Allen had also attended the Sutton Coldfield Fuchsia Society event at Castle Bromwich Hall Gardens, which unfortunately had poor attendance due to appalling weather. On Friday, 13th June, she attended Park Hall Academy as a panel member to judge the Youth Philanthropy Initiative for charity. All students gave excellent presentations for the charity they had chosen to put forward and Whitehouse Cancer Support won. The government was stopping the funding for this project so she suggested the Academy approach Jaguar Landrover to sponsor it in future. She thanked them for their kind invitation. On Tuesday, 17th June 2014 she attended a presentation at the home of Cllr M Rashid for the Valerie Taylor Trust and thanked him for the work done by the Trust and for the invitation. Also on Tuesday 17th June she attended the Birmingham Children's Hospital on behalf of the Youth Council to look at the new Sensory Garden which was a lovely quiet place for children with disabilities to wait for their hospital appointments. As Link Councillor she had been pleased to see a plaque in the garden showing Castle Bromwich Youth Parish Council had made a donation to this project. She thanked them for their kind invitation for a most enjoyable and pleasant evening.

18. Report of the Officer of the Council.

The Clerk reported that the latest bank statements needed to be scrutinized by members, that details of new WALC services had been received and that Cameron Homes had requested permissions to place a storage unit on the Village Green while repairs were undertaken to a house, which she would be agreeing to in the interests of highway safety. Members were asked to confirm that Saturday 13th September was a suitable date to attend a whole council training at Arden Hall. The Clerk apologized for the delay in updating the council website after the elections. There was an additional confidential matter to report, which the clerk asked to defer to the end of the meeting.

19. Report of the Chairman.

The Chairman reported that on Sundays 8th and 15th June he had attended the first matches of the North Solihull Cup Football Tournament and it had been brilliant to watch the players. He was delighted to have the event taking place in the park and it was continuing to take place in coming weekends. He thanked Cllr Mrs. Allen for covering days that he could not attend. On Sunday 8th June he attended the annual Civic Service at the parish Church and he thanked everyone who attended. On Tuesday 10th June he attended the Mayor making at Solihull Civic Suite, where Cllr Mrs. Kate Wild was elected at Mayor for the second time, having previously been Mayor in 2003. On Monday, 16th June he had been pleased to open the Image Fest at the Bluebell Centre in Chelmsley Wood. This was a showcase of North Solihull talent, including some incredible paintings, music and a good study of Castle Bromwich history and the church yard. He was sorry not to be able to attend the Scouts event on 2nd June and the Park Hall Academy event on 13th June due to prior commitments. As already reported, Cllr Mrs. Allen had attended as Vice-Chairman and he thanked her accordingly.

20. Working Parties.

ON THE PROPOSITION of Cllr Hayes, **SECONDED** by Cllr Mrs. Allen, **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. The Chairman reported that 5 more Staff Working Party meetings had taken place and the recommendations were tabled. Following discussion and consideration, **ON THE PROPOSITION** of Cllr Knibb, **SECONDED** by Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the working party recommendations be accepted for two staff to return to working the roles specified in their job descriptions, as clarified; that, subject to two members of staff being consulted, there be a change implemented to their line manager. **IT WAS FURTHER RESOLVED** to agree the wording of the outstanding letter by Cllr Hayes, on behalf of the working party, to the staff previously specified and the letter was duly signed. The Clerk informed members of a serious staff matter that she had investigated and when the matter was concluded members would be informed of the outcome.

ACTION

Clerk
11/7

Members
10/7

WP
asap

Hall Mgr/
Clerk asap

Clerk
27/6