
**MINUTES OF THE MEETING OF THE CASTLE
BROMWICH PARISH COUNCIL
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY 25TH JULY 2007
AT 7.30 PM**

Those present:

Chairman: Cllr Mrs. B. Wilkins

Councillors:

Cllr A Bull
Cllr D Feasey
Cllr J Gibbins
Cllr E Knibb
Cllr J Riordan
Cllr Mrs. J Smith
Cllr A Terry
Cllr Miss J Ward
Cllr S Ward

[Items 1-14 only]

Officer: Mrs C Tibbles

Public: 5 members of the public (Items 1-17)

1. Apologies.

The apologies from Cllr Mrs. A Haywood were accepted for the reasons given. Cllr D Franklin was absent.

2. Declarations of Pecuniary or other interests.

There were no interests declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION OF Cllr Knibb, **SECONDED** by Cllr Bull, **IT WAS RESOLVED** that the Minutes of the Meeting held on Wednesday 27th June, 2007 be accepted as a true and correct record of the Meeting.

4. Questions from Councillors.

Cllr Terry asked a question but it related to an item later on the agenda so was deferred.

5. Questions from the Public.

Standing Orders were suspended for a maximum period of 15 minutes so that members of the public could ask questions. Following an explanation of procedures by the Chairman, members of the public were invited to state their name and address prior to asking their question. A summary of this discussion is supplied to members.

6. Report of the Leisure Services Committee.

ON THE PROPOSITION OF Cllr Riordan, **SECONDED** by Cllr Knibb, **IT WAS RESOLVED** that the Minutes of the Meeting of the Leisure Services Committee held on Wednesday, 4th July 2007, having been circulated, be received, approved and the recommendations contained therein be adopted.

7. Report of the Finance & General Purposes Committee.

ON THE PROPOSITION OF Cllr Gibbins, **SECONDED** by Cllr Bull, **IT WAS RESOLVED** that the Minutes of the Meetings of the Finance and General Purposes Committee held on Wednesday, 27th June and 11th July 2007, having been circulated, be received, approved and the recommendations contained therein be adopted.

8. Report of Working Parties.

There were no further reports. Cllr Gibbins tabled a memo to members suggesting that working party meetings take place during August (on first, second and last Wednesdays) to examine work of the Parish Council. 3 topics were suggested but others could be considered.

9. Castle Bromwich Cricket and Sports Club.

Further to the presentation to the Leisure Services Committee and their recommendations, members supported the principal of a 10 year rolling lease, reviewed and renewed annually. **ON THE PROPOSITION** of Cllr Ward, **SECONDED** by Cllr Knibb, **IT WAS RESOLVED** that the Leisure Services Committee have full delegated powers to resolve this matter at the September meeting without requiring ratification. Cllr Knibb informed members that a further meeting with the Club's Development Committee was taking place on Monday 30th July.

10. Quotations for Arden Hall.

Following consideration of the quotations, **ON THE PROPOSITION** of Cllr Mrs. Smith, **SECONDED** by the Chairman, **IT WAS RESOLVED** to accept the discounted price for an ice machine from Nisbets at a cost of £474.99. The quotations and options for door security were discussed and deferred to the August working party meetings when hire regulations were being revised for future consideration. **IT WAS RESOLVED** that Mr. Witten should purchase 4 microphone stands at £18 each but alternative costs/designs were requested for crockery. Cllr Knibb asked court action to recover the cost of missing microphone stands but the Clerk explained there was no proof of who had taken them so this could not be enforced.

11. Code of Conduct.

ON THE PROPOSITION of Cllr Gibbins, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** to adopt the Code of Conduct in the mandatory form as set out in the Local Authorities (Model Code of Conduct) Order 2007 with the addition of paragraph 12(2) of the Model Code. Castle Bromwich Parish Council would comply with amended procedures, including authorisation for Solihull MBC to advertise the adoption on behalf of Castle Bromwich Parish Council.

12. Bank Accounts.

ON THE PROPOSITION of Cllr Feasey, **SECONDED** by Cllr Knibb, **IT WAS UNANIMOUSLY RESOLVED** that the money held in the National Savings Account be transferred to a new 30 Day Notice Account with the Alliance and Leicester. The Clerk would monitor other bank account balances and if possible transfer all/part of the contingency fund to attract higher interest.

13. Pauline Gray Memorial Board.

Following consideration of the circulated information, **ON THE PROPOSITION** of Cllr Ward, **SECONDED** by Cllr Mrs. Smith, **IT WAS UNANIMOUSLY RESOLVED** that the Parish Council should fund the cost of the Memorial Board installed at Castle Bromwich Junior School, costing £225. **IT WAS FURTHER RESOLVED** that a press release could be sent to organisations that Cllr Mrs. Gray had been connected with and also publicised via the website.

14. Accounts.

Following clarification by the Clerk on several questions, **ON THE PROPOSITION** of Cllr Ward, **SECONDED** by Cllr Knibb, **IT WAS RESOLVED** that the circulated list of payments be approved. Cllr Bull suggested that it would be more accurate in future to rename the item 'payments' rather than accounts.

15. Representatives to Outside Bodies.

Cllr Knibb had attended the Youth Parish Council meeting on 3rd July held at Castle Bromwich Youth and Community Centre. A tour of the facilities was given by Dan Wilson, Youth Worker before the meeting started and members then elected a new Chairman/Vice-Chairman by written ballot. Members discussed the proposed questionnaire and agreed for it to be revised to include more detail. Cllr Knibb commended their excellent work and enthusiasm which gave him great confidence for the future of this parish and in our young people.

Cllr Knibb had attended his first WALC County Committee meeting on 5th July at Warwick Town Council offices and it had been quickly apparent that several members operated and

communicated at higher tiers than parish councillors. Some were borough councillors, some were national officers and the President of the County Committee dealt at Government Minister level. He hoped members would appreciate he chose to use his eyes and ears to learn rather than speak in haste at that meeting. The agenda included 23 items, including many broken down into 3 further subsections. He would not attempt to relate the relevance and detail of those items but would be willing to go through the agenda with anyone who was interested at some other time. However, he did feel it was abundantly clear that if parish councils did not achieve 'quality status' over the next 2-3 years then they would not be represented in future discussions or decision made in relation to local government and would be left to wither and die on the vine. There was a project fund that helped support the cost of applying for quality status should Castle Bromwich decide to pursue that. The next county meeting would be on Wednesday 3rd October.

Cllr Knibb reported that he had attended numerous recent events as a Governor at Castle Bromwich Junior School including the school fair on Friday 29th June in good weather, which was very well attended with games and competitions for the children and plenty of stalls for the adults, plus a barbecue and disco to keep things going. On Wednesday 11th July he had attended the dress rehearsal for the school production of 'Oliver' performed by children in Year 6. This had been brilliant with song/dance with excellent choreography. It was clear that some of these 11 year olds were stars of the future and it was obvious that all who took part enjoyed doing so immensely. The audience consisted of the entire schoolchildren and teachers and they all sat still and attentive throughout the 1½ hour performance, obviously being completely enthralled. He was confident that the same would apply on the two evening performances for the parents. On Friday 20th July, he had attended the Governors' Assembly and Awards Presentation. This was another brilliant occasion. The various governors presented merit awards across all 4 year groups in the school. He presented the awards for sporting achievement, some of which were county standard and one at national level. Then after songs, Mr. Ian Backhouse, the Headteacher announced the introduction of the Pauline Gray Memorial Award for Citizenship and extolled the virtues of Pauline Gray and that of its first recipient whom Cllr. Knibb presented with a glass plaque and book tokens. The Assembly then concluded with Year 6 farewells and the award winners meeting up with parents and friends for personal congratulations and photographs. For me the joy and delight on their faces was worth a fortune!!

Cllr Terry reported that on Tuesday 24th July he had attended a meeting of the Solihull Tree Wardens. He had found it most interesting and was pleased to hear of opportunities for training.

16. Report of the Officer of the Council.

The Clerk informed members that a new Park Warden had been appointed and that a meeting of the Staff Panel had been called for Tuesday 31st July at 6.00 p.m. The vacancy notice for 3 new Parish Councillors had been distributed. The overdue electrical inspection report on the Pavilion building had been received and a quotation for £486.81 received to undertake essential remedial works. **ON THE PROPOSITION** of Cllr Feasey, **IT WAS UNANIMOUSLY RESOLVED** that this emergency work be undertaken. The Clerk reminded members of previous discussions regarding the appointment of a temporary part-time Deputy Clerk and felt that with the continuing staff shortages she would have to proceed with advertising this position to relieve the workload currently being borne. **ON THE PROPOSITION** of Cllr Knibb, **SECONDED** by Cllr Mrs. Smith, **IT WAS UNANIMOUSLY RESOLVED** that action be taken as outlined.

17. Report of the Chairman.

The Chairman reported that on Monday 9th July she had attended a meeting of the Richard Knight Charity Trust. Stan Harrison was elected chairman, the accounts were presented and approved and £150 had been donated to the Castle Bromwich Boys Brigade. Charity Commission rules were discussed and registered status to be continued. Cllr Bull would be welcomed as a new Parish Council representative at the next meeting on 12th November and Simon Cardall (former Parish Council representative) was to be invited to re-join as a co-opted Trustee. Mrs. Margaret Turner had sadly resigned and her contribution would be missed. Stan Harrison asked the Parish Council to consider the need for a new bin on Whateley Green to alleviate the problems of people putting

rubbish in the dog bin.

On Wednesday, 18th July the Chairman had taken part with members in the Annual Tour of Inspection of Parish Council buildings and the park. She welcomed feedback from members and knew there were some concerns to be addressed. She had also received a letter of thanks from Mrs. Hemmings who had been pleased with the response to her letter of complaint. Cllr Feasey referred to several items during the inspection that needed attention but priority concerns were the lighting in the disabled toilet and the open drain in the Garden of Memory. **IT WAS UNANIMOUSLY RESOLVED** to keep the garden locked until the health and safety risk had been eliminated, possibly by the installation of an additional grille. Cllr Feasey recommended that a column be included on reports to show who would be responsible for action and what timescale was envisaged. The report would be discussed at the next Leisure Services Committee meeting. **IT WAS RESOLVED** that the Clerk should write to the resident who had breached the gully and stipulate that it should be sealed and properly re-instated within 7 days of receipt of the letter. The Chairman stipulated that the major damp problem in the manager's accommodation should be addressed and instructed the Clerk to arrange inspections by 3 builders and 3 roofers to establish the cause and cost of remedial works to the exterior so that repairs could then be undertaken to the interior. The Clerk was concerned about gaining access with the current communications problems and the difficulty in getting reputable tradesmen to attend with reliability. The Park Warden and Deputy Manager should be instructed to rectify the missing dates on the 2 fire extinguishers.

The Chairman reported that she had attended a meeting of the Staffing Panel on 17th July and expressed her wish to withdraw as a member because she felt there was a conflict of interest with the Discipline and Grievance Panel responsibilities. Cllr Miss Ward stated she would be unable to attend the next meeting as a reserve member and Cllr Knibb volunteered his services if required. The Clerk undertook to contact Cllr Franklin as the other nominated reserve member. Cllr Gibbins thought the Chairman's reservations could be discussed during the August working party meetings. Cllr Riordan respected the Chairman's decision to resign from the Staffing Panel and understood the requirement for the Appeals Panel to remain independent but disputed that there was any conflict for the discipline and grievance roles. Cllr Knibb said that the Staffing Panel had been agreed as an extension of the Discipline and Grievance Committee.

Finally, the Chairman reminded those present of the Charity Quiz taking place on Friday 27th July and encouraged people to attend.

18. Discounts to Commercial Hirers.

Under confidential terms, members discussed this topic and **IT WAS UNANIMOUSLY RESOLVED** to enter into an agreement with a hirer to encourage more bookings of Arden Hall.