

<p>MINUTES OF THE MEETING OF CASTLE BROMWICH PARISH COUNCIL HELD IN ARDEN HALL, CASTLE BROMWICH ON WEDNESDAY 26TH MARCH 2014 AT 7.30 PM</p>
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Those present:

Vice-Chairman: Cllr Mrs. P Allen

Councillors:	Cllr I Hiley	Cllr Miss J Ward	Cllr J Riordan
	Cllr Horne MacDonald	Cllr M Rashid	Cllr A Terry

Officer: Mrs. C Tibbles, Clerk to the Council and RFO[except Item 12]

Public: 1 member of the public

In the absence of the Chairman, the Vice Chairman apologised for the slight delay in starting due to previous meeting running over.

ACTION

1. Apologies.

The apologies from Cllr J Whelan, Cllr E Knibb, Cllr M Hayes, Cllr E Hicks and Cllr Mrs. A Haywood were noted for the reasons given. Cllr R Amos was absent.

2. Declarations of pecuniary or conflict of interests.

Cllr J Horne MacDonald declared a pecuniary interest in Item 13 as he was requesting a payment.

3. Dispensations.

None received.

4. Minutes of the previous Meeting.

ON THE PROPOSITION OF Cllr Riordan, **SECONDED** by Cllr Miss Ward, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 26th February, 2014 be accepted as a true and correct record of the Meeting.

5. Communications.

Members noted the information listed.

6. Questions from Councillors.

Cllr Miss Ward asked the question "Did the petition go through regarding the Take-away at the former Spitfire Site on Parkfield Drive? The Clerk and other members advised they were unaware of any petition.

7. Questions from the Public.

Under Standing Order 70, the Chairman adjourned the meeting to invite questions from members of the public and the following question was asked:

A resident from Bradford Ward asked what the outcome was following the meeting to consider the problem of vehicles being parked on parish land near the Village Green. The Clerk advised that the Parish Council were considering erecting bollards to prevent vehicles being parked on the Small Green and a copy of the relevant minutes were available which gave more information. The resident advised members that he was delighted to hear this. The Clerk reported that Severn Trent had requested information about ownership of drains adjacent to the Village Green that would need to be sought from the Borough Council.

Clerk
04/14

8. Parish Plan.

Members considered sample information and designs for 'Welcome to Castle

Bromwich'road signage.**ON THE PROPOSITION OF** Cllr Hiley, **SECONDED** by Cllr Terry, **IT WAS UNANIMOUSLY RESOLVED:-** that a) the specification for the preferred design of the Village Sign was rectangular (as supplied by photograph) with the crest in a circle above the wording 'Welcome to Castle Bromwich', possibly on a yellow background; b) consent be sought from the Borough Council for the Parish Council to erect between 3 - 8 'Welcome to Castle Bromwich' village signs and to approve the possible boundary locations of the signs; and c) a quotation be obtained for provision and additional installation costs of Village Signs. It was further **AGREED** that the parish council investigate the cost of purchasing bulbs to plant on Whateley Green and the Village Green, as it was thought unlikely the Borough Council would be supplying bulbs to community groups as they had kindly done in the past.

ACTION

Asst Clerk
04/14

Asst Clerk
05/14

9. HMRC Compliance Visit – VAT Assurance

Following the visit by HMRC Compliance Inspectors in January and request for information, members noted the response of the Clerk and the additional information which the Clerk had provided.

10. Annual Risk Review.

Following consideration of the Risk Review undertaken by the Finance and General Purposes Committee,**ON THE PROPOSITION OF** Cllr Riordan, **SECONDED** by Cllr Hiley, **IT WAS UNANIMOUSLY RESOLVED** that the Parish Council approve and sign the Annual Risk Review.

11. Sustainability Act – Power to sell electricity

Members considered the recent Sustainable Community Act proposal on power for town and parish councils to sell electricity. It was **AGREED** that the proposal be noted.

12. West Midlands Pension Fund – Discretion Policy

The Clerk withdrew from the meeting for consideration of this item, as she was a member of the Fund, in accordance with the provisions of S.117 of the Local Government Act 1972. Members considered revision of the existing policy to reflect scheme changes coming into effect on 1st April 2014, details of which had been circulated to members following the Clerk's attendance at a briefing session the previous day by the Pension Fund Provider. Subject to the insertion of "according to West Midlands Pension Fund bands" in section 4, line 3, and to change the specified person in section 6 to the "Staff Panel", **IT WAS RESOLVED** to adopt the revised policy and the Clerk rejoined the meeting to be notified of the decision.

Clerk
04/14

13. Finance and Payments.

Cllr Horne MacDonald had previously declared a pecuniary interest and left the meeting prior to discussion of this item. Members considered the list of payments and salaries for approval and the additional list of year end payments that had been tabled. The Clerk advised that the latest budget printout was enclosed for guidance, as the late payments were processed after printing. Following clarification of queries by members, **ON THE PROPOSITION** of Cllr Riordan, **SECONDED** by Cllr Hiley, **IT WAS UNANIMOUSLY RESOLVED** that the payments as listed be approved. Cllr Horne-MacDonald rejoined the meeting.

14. Earmarked Reserves.

Following consideration, and subject to any minor journal adjustments, **ON THE PROPOSITION** of Cllr Riordan, **SECONDED** by Cllr Rashid, **IT WAS UNANIMOUSLY RESOLVED** that the balances for repairs and maintenance, capital projects (all cost centres), tree maintenance and tree planting, furniture, tennis court maintenance, and playground safety work be placed in earmarked reserves, in line with previous practice at year end.

Clerk
asap

15. Report of the Staff Panel

ON THE PROPOSITION of Cllr Riordan, **SECONDED** by Cllr Hiley, **IT WAS RESOLVED** that the Report of the Meeting of the Staff Panel held on Tuesday, 4th March 2014, having been circulated, be received and noted.

16. Report of the Leisure Services Committee.

ON THE PROPOSITION of Cllr Hiley, **SECONDED** by Cllr Rashid, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting of the Leisure Services Committee held on Wednesday, 5th March 2014, having been circulated, be received and noted.

17. Report of the Finance & General Purposes Committee.

ON THE PROPOSITION of Cllr Riordan, **SECONDED** by Cllr Hiley, **IT WAS RESOLVED** that the Minutes of the Meetings of the Finance and General Purposes Committee held on Wednesdays, 26th February and 12th March 2014, having been circulated, be received and noted.

18. Representatives to Outside Bodies.

Cllr Rashid reported on a recent interesting event he had attended.

Cllr Mrs. Allen reported on the Youth Council Meeting she had attended on 4th March 2014 when a new member had been co-opted. The Park Hall Media Studies DVD was ready and a Working Party Meeting had been arranged for 22nd April to consider an application for funding and to assess ideas for projects.

PA/Youth
Cllrs
22/4

19. Report of the Officer of the Council.

The Clerk tabled latest information on HS2 and the Heritage Festival, which would appear on future agendas. She then reported advice from the Staff Panel regarding advertisements for current vacancies to be put on hold. However in order to ensure the park remained fully open, the Clerk hoped to approach a previous applicant for some temporary work on an emergency basis. Councillors who were present were asked to confirm if their contact information could be shared with an Adviser and this consent was given.

Clerk
asap

Clerk
asap

20. Report of the Chairman.

The Clerk advised members that the Chairman had asked if she could pass on his appreciation to them for their kind support during his convalescence.