

**MINUTES OF THE MEETING OF THE CASTLE
BROMWICH PARISH COUNCIL
HELD IN ARDEN HALL, CASTLE BROMWICH
ON WEDNESDAY 26TH NOVEMBER 2008
AT 7.30 PM**

Those present:

Chairman: Cllr J Riordan

Councillors:	Cllr Mrs. P Allen	Cllr Mrs. A Haywood	Cllr Miss J Ward
	Cllr R Amos	Cllr E Knibb	Cllr Mrs. B. Wilkins
		Cllr Mrs. J Smith	

Officer: Mrs. C Tibbles

Public: 9 members of the public

1. Apologies.

The apologies from Cllr M Rashid, Cllr A Terry and Cllr Mrs. T Knibb were accepted for the reasons given.

2. Declarations of pecuniary or other interests.

None declared.

3. Minutes of the previous Meeting.

ON THE PROPOSITION OF Cllr Mrs. Wilkins, **SECONDED** by Cllr Mrs. Allen, **IT WAS UNANIMOUSLY RESOLVED** that the Minutes of the Meeting held on Wednesday 29th October, 2008 be accepted as a true and correct record of the Meeting.

4. Anti-social Behaviour in Castle Bromwich.

The Chairman reported that following the decision not to reinstate the dispersal area and create an alcohol restricted zone as requested by the Parish Council on behalf of residents, a meeting had taken place the previous evening at Arden Hall with partner agencies to discuss how problems could be addressed. When the Parish Council received an update of the appropriate alternative action to be taken the Parish Council would duly tell residents at a future Council meeting.

5. Questions from Councillors.

At the invitation of the Chairman, Cllr Amos asked that further to the decision of the Council at the last meeting on the future of Arden Hall and the failure to circulate the surveyors provisional report dated March 2008, that members consider referring the report (now received and read) to the Buildings Working Party for their consideration? Furthermore, Cllr Amos asked that consultation takes place with the Council's own surveyor so that re-assessment could be made of the pertinent facts and the Working Party duly make recommendations in due course to the Leisure Services Committee on their findings? Cllr Amos then asked that factual evidence be gathered and that in line with Standing Orders, the decision be reconsidered after a period of 6 months, possibly in the new Civic Year after the next AGM? **IT WAS UNANIMOUSLY RESOLVED** that these requests be accepted and a date for the Building Working Party would need to be set. The Clerk undertook to make arrangements for the Council Surveyor to inspect Arden Hall as this was now due. At the request of Cllr Amos, the Clerk was asked to diary the discussion of this topic after 6 months had elapsed.

6. Questions from the Public.

Standing Orders were suspended so that members of the public could ask questions.

ACTION

PA,AEH,JR
JW,BW
Working Party
Set a date

Clerk
Dec.08

Clerk
May 09

N.B. All Minutes are deemed as draft until formally approved and signed.

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 the questions asked is appended for members only as the final page and the meeting then continued after a slightly extended period.

7. Working in Partnership (including Voluntary Workers).

Members noted the outlined suggestions for youth initiatives submitted by Lee Davis (Worth Unlimited) and **IT WAS RESOLVED** that more information be supplied to develop the ideas further, with specifics about the space required and what monitoring would be in place, e.g. supervision levels etc. The Clerk was asked to arrange a follow-up meeting. Cllr Mrs. Allen reported that Pertemps were pleased to work on a short-term basis (13 weeks) with volunteers being able to deliver newsletters, do grounds improvements and decorate buildings. Supervision would be needed and materials supplied at the expense of the Parish Council. Support was also evident for an indoor Table Top Sale to raise funds for Arden Hall, with a provisional date arranged for next February. Cllr Mrs. Allen further reported on the improvements made to the War Memorial garden which had been greatly appreciated by members of the public – plans were now progressing with the Garden of Memory by Arden Hall. Although there was still no volunteer willing to co-ordinate the Friends of Arden Hall, Cllr Mrs Haywood commended the progress still made by voluntary helpers who had valuable skills offered to the Parish Council via the Friends organisation, e.g. the Bridal Fayre lighting. She appealed for new members to come forward and continue this valuable work being carried out.

Clerk
Dec.

Supervisory
Volunteers
Asap

Volunteers
To be
confirmed

8. Newsletter and Blogsite.

Members considered the information reported by Cllr Mrs. Smith who had for some time researched extensively the options available and the format of existing publications. It was far more complex than she had envisaged and was grateful for the additional support recently given by Cllr Amos. **ON THE PROPOSITION OF** Cllr Mrs. Haywood, **IT WAS RESOLVED** to refer the project to the Events and Promotions Working Party to consider the options and make recommendations back to Committee on the following points - whether to work jointly with other community organisations; how residents could contribute; how to distribute to residents in addition to using Tesco's and Morrisons; price when bought; who to arrange the layout and copy; how to accommodate advertisers.

PA,AEHJS,
BW
Working Party
Set a date

After discussion of the suspended Blogsite and the absence of any volunteers to undertake the task, **IT WAS RESOLVED** the newsletter and Parish Council website would be the preferred way to communicate with parishioners and that the Blogsite should be discontinued forthwith.

TK
Dec 08

9. Parish Councillors' Surgeries.

Members noted that a co-ordinator for this project had not been forthcoming which would need to be well publicised to have an effect. **ON THE PROPOSITION OF** Cllr Mrs. Wilkins, **IT WAS RESOLVED** to also refer the project to the Events and Promotions Working Party for a co-ordinated launch with publicity via the first newsletter.

10. Report of the Leisure Services Committee.

The Clerk had tabled a confidential amendment for members to correct the hourly pay rates for staff, which was duly noted and would be appended to the minutes. **ON THE PROPOSITION** of Cllr Mrs. Haywood, **SECONDED** by the Cllr Mrs. Allen, **IT WAS RESOLVED** that the Minutes (with above amendment) of the Meeting of the Leisure Services Committee held on Wednesday, 5th November 2008, having been circulated, be

received, approved and the recommendations contained therein be adopted.

11. Report of the Finance & General Purposes Committee.

ON THE PROPOSITION of the Chairman, **SECONDED** by Cllr Amos, **IT WAS RESOLVED** that the Minutes of the Meetings of the Finance and General Purposes Committee held on Wednesdays, 29th October and 12th November, 2008, having been circulated, be received, approved and the recommendations contained therein be adopted.

12. Representatives to Outside Bodies.

Cllr Knibb reported he had attended several meetings on behalf of the Parish Council as follows: on 4th November, he had attended the Youth Parish Council meeting which unfortunately had not been quorate, although the invited guest speakers made their suggestions for possible future plans to involve the youth of the community; on 10th November he had attended a governors' meeting at Castle Bromwich Junior School Finance and Premises Committee where the pay policy, ICT programme, financial monitoring and modernization plans were discussed and resolved; on 6th November, along with Cllr Mrs. Knibb, he had attended a Sustain meeting to publicise the work of ReCOM and the Colebridge Trust to support people needing access to computers and the internet with the aim of improving their employment prospects, and whilst there they had asked for possible consideration of an IT club at Arden Hall on 14th November, along with Cllr Mrs. Knibb, he had attended a Volunteer's Management Forum organised by Sustain to discuss the Local Area Agreement between the Solihull Partnership and Government when 32 areas of strategic priorities (out of 198 possibilities) were to be identified and ideas to promote National Volunteers Week 2009 were explored. He and Cllr Mrs. Knibb intended to report to Council about the need for a formal volunteering policy, contracts and induction procedures; on 17th November Cllr Knibb had attended the Castle Bromwich Junior school Governors' Curriculum and Community meeting to discuss the latest local authority review which had pleasing results, future aims and policies; on 25th November he had attended the Solihull Committee of WALC to hear a Defra presentation on legal requirements on disposal of rubbish by business, domestic and local authorities; on the afternoon of 26th November he had attended the St. Thomas Dole charity meeting when applications for aid and donations to voluntary and charity organisations were discussed to the tune of £24,000.

EK/TK
tba

EK/TK
tba

Cllr Mrs. Wilkins reported that on Saturday, 15th November she had attended a meeting of the Trustees of the Dame Mary Bridgeman Charity and applications for the 3 eligible categories were considered and decided. There was also consideration given to the Richard Knight Charitable Trust being incorporated into the Dame Mary Bridgeman Charity and a working party was established to achieve this aim from 1st April 2009.

13. Report of the Officer of the Council.

The Clerk had no urgent matters to report.

14. Report of the Chairman

The Chairman reported that on Sunday 9th November he had been joined by other Councillors to attend the annual Remembrance Service at the War Memorial. He had been honoured to take the salute from the services marching at the Parade and he congratulated all those involved in helping to make this a well organised event.

On Thursday 13th November he had attended an exercise arranged to help businesses in Solihull prepare, respond and recover from a major business disruption. He believed that the Parish Council should develop a business continuity plan so that should a disruption

quickly as possible.

On Saturday, 15th November he had attended a training event called “Briefing for Chairmen” organised by the Warwickshire, Solihull and Birmingham Training Partnership. He hoped that topics discussed would help with his responsibilities as Chairman.

On Thursday, 20th November he had attended an employment law update seminar at Geldards Law Firm. The Council would need to consider those aspects of employment law that were relevant to its operations.

On Tuesday 25th November the annual Carol Concert had been held at Arden Hall, organised by this Council and Age Concern. It had been a delightful evening and he was pleased to report that ticket sales raised £166 for Age Concern. He expressed his thanks to all who took part and to those who helped to put the event on.